



## FORWARD PLAN OF KEY DECISIONS

NOVEMBER 2008 TO FEBRUARY 2009

This Forward Plan lists the **Key Decisions** which it is proposed to take during the period 1 November 2008 to 28 February 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	Leader and Portfolio Holder for Youth and Leisure
Councillor Mrs. J. M. L. A. Griffiths	Deputy Leader and Portfolio Holder for Street Scene including Clean, Safe and Tidy Streets, Car Parks and Community Safety
Councillor Dr. D. W. P. Booth	Portfolio Holder for Major Projects including the Paperless Office and project management of Longbridge, the Town Centre, Spatial Project and the transfer of the Dolphin Centre
Councillor G. N. Denaro	Portfolio Holder for Finance including Internal Audit and Revenues and Benefits
Councillor Mrs. J. Dyer M.B.E.	Portfolio Holder for Planning Policy and Transportation
Councillor Mrs. M. A. Sherrey	Portfolio Holder for Waste Management and Recycling
Councillor R. D. Smith	Portfolio Holder for Legal, Equalities and Democratic Services, Human Resources and Older People
Councillor M. J. A. Webb	Portfolio Holder for the Customer Service Centre, Revenue Generation, Special Events, Performance Indicators and the Improvement Plan
Councillor P. J. Whittaker	Portfolio Holder for Housing, Environmental Health 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](mailto: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 5 Nov 2008	Cabinet 3 Sept 2008	Bromsgrove Town Centre (Market Hall)	<b>Key</b>	Councillor Dr. D. W. P. Booth	Delayed by officers for further consideration
2	Cabinet 5 Nov 2008	Cabinet 1 Oct 2008	Review of Planning and Environment Services <i>(this report will include exempt information and be considered in private session)</i>	<b>Key</b>	Councillors Mrs. J. Dyer M.B.E. & P. J. Whittaker	Delayed due to staff consultation
3	Cabinet 5 Nov 2008	Cabinet 1 Oct 2008	Sports Strategy	<b>Key</b>	Councillor R. Hollingworth	Delayed to tie in with submission of PPG 17 outturn report
4	Cabinet 5 Nov 2008		Spatial Project – Phase 2	<b>Key</b>	Councillor Dr. D. W. P. Booth	
5	Cabinet 5 Nov 2008		Worcestershire Hub – Future Strategic Direction and Establishment of Worcestershire Hub Shared Service <i>(this report will include exempt information and be considered in private session)</i>	<b>Key</b>	Councillor M. J. A. Webb	
6	Cabinet 5 Nov 2008		Communications Strategy Review	Non-Key	Councillor M. J. A. Webb	
7	Cabinet 5 Nov 2008		Community Engagement Strategy	Non-Key	Councillor R. Hollingworth	
8	Cabinet 5 Nov 2008		Community Strategy Annual Report 2007-08	Non-Key*	Councillor R. Hollingworth	* Cabinet will make a recommendation to the full Council

9	Cabinet 5 Nov 2008		Community Strategy Update 2008-2011	Non-Key*	Councillor R. Hollingworth	* Cabinet will make a recommendation to the full Council
10	Cabinet 5 Nov 2008		DCFS Play Builder Funding – Lickey End Recreation Ground	Non-Key*	Councillor R. Hollingworth	*Cabinet will make a recommendation to the full Council on an adjustment to the Capital Programme for 2008/09
11	Cabinet 5 Nov 2008		Improvement Plan Exception Report – August 2008	Non-Key	Councillor M. J. A. Webb	
12	LDF Working Party November 2008	LDF Working Party Oct 2008	Bromsgrove Town Centre Issues and Options – Outcome of Consultation on Area Action Plan	<b>Key</b>	Councillor Dr. D. W. P. Booth	Delayed as work on the Core Strategy has taken priority
13	Cabinet 3 Dec 2008	Cabinet 5 Nov 2008	Countywide Air Quality Strategy	<b>Key</b>	Councillor P. J. Whittaker	Delayed as yet to be ratified by the County Chief Environmental Health Officers' Pollution Liaison Group
14	Cabinet 3 Dec 2008		Houndsfield Lane Caravan Site	<b>Key</b>	Councillor P. J. Whittaker	
15	Cabinet 3 Dec 2008	Cabinet 5 Nov 2008	Preferred Planning Guidance (PPG)17 - Outturn	<b>Key</b>	Councillor R. Hollingworth	Final PPG17 report delayed by external consultants
16	Cabinet 3 Dec 2008	Cabinet 5 Nov 2008	Sports Hub Provision	<b>Key</b>	Councillor R. Hollingworth	Delayed due to the delay in the PPG17 report by consultants
17	Cabinet 3 Dec 2008		Street Cleansing Policy	<b>Key</b>	Councillor Mrs. J. M. L. A. Griffiths	

18	Cabinet 3 Dec 2008	Cabinet 1 Oct 2008	Worcestershire Telecare Strategy	<b>Key</b>	Councillor P. J. Whittaker	Initially delayed by officers and then delayed by Cabinet Members for further information
19	Cabinet 3 Dec 2008		Bromsgrove Local Strategic Partnership Board Minutes (2 October 2008)	Non-Key	Councillor R. Hollingworth	
20	Cabinet 3 Dec 2008		Business Continuity Plan	Non-Key	Councillor Mrs. J. Dyer M.B.E.	
21	Cabinet 3 Dec 2008		Capital Programme and associated funding requirement 2009/10 – 2011/12 plus the draft Revenue Base Budget and financial impact of the Council's Priorities	Non-Key*	Councillor G. N. Denaro	* Cabinet will make recommendations to the full Council
22	Cabinet 3 Dec 2008		Council Tax Base Calculation 2009/10	Non-Key	Councillor G. N. Denaro	
23	Cabinet 3 Dec 2008	Cabinet 4 June 2008	E-Government Strategy	Non-Key	Councillor Dr. D. W. P. Booth	Delayed as the work on the Hub shared Service has taken priority
24	Cabinet 3 Dec 2008		Financial and Performance Monitoring Report – Quarter 2 2008/09	Non-Key	Councillors G. N. Denaro & M. J. A. Webb	
25	Cabinet 3 Dec 2008	Cabinet 1 Oct 2008	Future Management of the Leisure Centres	Non-Key*	Councillor Dr. D. W. P. Booth	* Cabinet will make recommendations to the full Council Delayed to enable officers to consider a detailed business case
26	Cabinet 3 Dec 2008		Improvement Plan Exception Report – September 2008	Non-Key	Councillor M. J. A. Webb	

27	Cabinet 3 Dec 2008		Unreasonable and Persistent Complainants Policy	Non-Key	Councillor M. J. A. Webb	
28	Cabinet 7 January 2009		Countywide Scrutiny Report on Flooding	Non-Key	Councillor P. J. Whittaker	
29	Cabinet 7 January 2009		Improvement Plan Exception Report – October 2008	Non-Key	Councillor M. J. A. Webb	
30	Cabinet 7 January 2009		Medium Term Financial Plan 2009/10 – 2011/12	Non-Key *	Councillor G. N. Denaro	* Cabinet will make recommendations to the full Council
31	Cabinet 7 January 2009		Programme of Council and Committee Meetings 2009/10	Non-Key*	Councillor R. D. Smith	* Cabinet will make recommendations to the full Council
32	Cabinet 7 January 2009		Scrutiny Report on Refuse and Recycling Value for Money	Non-Key	Councillor Mrs. M. A. Sherrey	
33	Cabinet 4 February 2009		Council Plan 2009/12 Part 2	Non-Key*	Councillor R. Hollingworth	* Cabinet will make recommendations to the full Council
34	Cabinet 4 February 2009		Customer First and Access Strategy Review	Non-Key	Councillor M. J. A. Webb	
35	Cabinet 4 February 2009		Improvement Plan Exception Report – November 2008	Non-Key	Councillor M. J. A. Webb	
36	Cabinet 4 February 2009		Bromsgrove Local Strategic Partnership Board Minutes (4 December 2008)	Non-Key	Councillor R. Hollingworth	
37	Cabinet 4 February 2009		Scrutiny Report on Anti-Social Behaviour and Alcohol Free Zones	Non-Key	Councillors Mrs. J. M. L. A. Griffiths and P. J. Whittaker	

**KEY DECISION**

Proposed to be made by  
the Cabinet on  
**5 November 2008**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b></p> <p>Councillor Dr. D. W. P. Booth</p>	<p><b>ITEM</b></p> <p>BROMSGROVE TOWN CENTRE</p>	<p><b>WARDS AFFECTED</b></p> <p>St Johns Ward will be directly affected, but there will be a wider impact across the entire district</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b></p> <p>Report of the Executive Director – Partnerships and Projects</p> <p><b>REPORT AUTHOR</b></p> <p>Phil Street</p> <p>01527 881202</p>	<p><b>SUMMARY</b></p> <p>The town centre redevelopment is one of the Council’s main priorities and members were advised at the meeting of the Cabinet on 30<sup>th</sup> July 2008 with regard to the progress that has been made in relation to the issues and options available to the Council within this context and more specifically the economic climate that exists currently in the commercial market. Members were also advised at the meeting on 30<sup>th</sup> July in respect of the progress made with regard to the Area Action Plan and the Consultation process.</p> <p>At the Cabinet meeting in November members will be considering further progress made with regard to the town centre redevelopment in general and specifically in respect of the future of the Council’s market hall site.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>Significant in terms of its effects on communities living or working in an area comprising two or more wards in the district</p>

<b>CONSULTATION DETAILS</b>	<b>Method of Consultation</b>	<b>Consultation period or dates</b>
<p data-bbox="221 153 423 185"><b>Stakeholders</b></p> <p data-bbox="221 229 685 371">There will be wide range of consultees including statutory partners, key stakeholders in the town centre and local people</p>	<p data-bbox="707 153 1514 260">The Area Action Plan consultation process will have been completed by the November Cabinet and members will receive and update in respect of this.</p>	

<b>DECISION TO BE MADE IN PARTNERSHIP WITH</b>
<p data-bbox="221 699 1962 767">Decisions will be made in partnership with the County Council, the police, fire and rescue service and representatives of the community.</p>



**KEY DECISION**

Proposed to be made by  
the Cabinet on  
**5 November 2008**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b> Councillor Jill Dyer Councillor Peter Whittaker</p>	<p><b>ITEM</b> REVIEW OF PLANNING AND ENVIRONMENT SERVICES</p>	<p><b>WARDS AFFECTED</b> All Wards</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b> Report of the Head of Planning and Environment Services</p> <p><b>REPORT AUTHOR</b> Dave Hammond 881330</p>	<p><b>SUMMARY</b> The Head of Planning and Environment Services is to undertake a review of his Department with a view to achieving efficiencies in line with the Council's three year financial plan. The review will look at working practices within all 8 sections of the Department, namely:</p> <ul style="list-style-type: none"> <li>▪ <b>Administration</b></li> <li>▪ <b>Building Control</b></li> <li>▪ <b>Development Control</b></li> <li>▪ <b>Economic Development</b></li> <li>▪ <b>Environmental Health</b></li> <li>▪ <b>Licensing</b></li> <li>▪ <b>Strategic Housing</b></li> <li>▪ <b>Strategic Planning</b></li> </ul> <p><b>The review will look at structures within each section with a view to ensuring efficient service delivery</b></p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b> Potential savings in excess of £50,000</p>

<b>CONSULTATION DETAILS</b>  <b>Stakeholders</b> Corporate Management Team	<b>Method of Consultation</b> Report to Corporate Management Team	<b>Consultation period or dates</b> September 08
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**DECISION TO BE MADE IN PARTNERSHIP WITH**  
N/A

**KEY DECISION**

Proposed to be made by  
the Cabinet on  
**5 November 2008**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b></p> <p>Cllr Roger Hollingworth</p>	<p><b>ITEM</b></p> <p>SPORTS STRATEGY</p>	<p><b>WARDS AFFECTED</b></p> <p>All wards</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b></p> <p>Report of the Deputy Head of Street Scene and Community Services</p> <p><b>REPORT AUTHOR</b></p> <p>Rebecca Clayton Sports Development Manager 01527 881315</p>	<p><b>SUMMARY</b></p> <p>The sports strategy will outline the future delivery of sport and active recreation throughout 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 sports strategy will include identification of significant partnerships and define key objectives linked to current Sport England objectives and the West Midlands Framework for Sport. The sports strategy will be a key document in guiding the districts investment in sport, and Bromsgrove Extended Community Activity Network will utilise the strategy to identify areas of development and support future funding bids.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>Significant effect on the future delivery of sport and active recreation across the district</p>

<p><b>CONSULTATION DETAILS</b></p> <p><b>Stakeholders</b>  North Worcestershire School  Sport Partnership</p> <p>Worcestershire PCT</p> <p>Community Safety Partnership</p> <p>Sports Partnership  Herefordshire and  Worcestershire</p> <p>Extended Services</p> <p>Chadsgrove School and  Specialist Sports College</p> <p>Youth Support, Childrens  Services, Worcestershire  County Council</p> <p>Health &amp; Well Being LSP Theme  Group.</p>	<p><b>Method of Consultation</b>  Draft document including action plan provided for  comment to all stakeholders. Draft document amended  accordingly.</p>	<p><b>Consultation period or dates</b>  18 August – 12 September 2008</p>
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**DECISION TO BE MADE IN PARTNERSHIP WITH**  
N/A

# Item No. 4

## KEY DECISION

Proposed to be made by  
the Cabinet on  
**5 November 2008**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b> Cllr D. Booth</p>	<p><b>ITEM</b> Spatial Project – Phase 2</p>	<p><b>WARDS AFFECTED</b> All wards</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b></p> <p>Report of the Head of E- Government &amp; Customer Services</p> <p><b>REPORT AUTHOR</b></p> <p>Deb Poole Head of E-Government &amp; Customer Services 01527 881256 d.poole@bromsgrove.gov.uk</p>	<p><b>SUMMARY</b></p> <p>The Spatial Project is a modernisation programme aimed at providing staff with the systems, processes and tools to deliver improved services to BDC customers. The project business case separated the delivery of these systems into two phases. Phase one was known as FM1 and phase two as FM2.</p> <p>Phase one has been underway since the end of 2006 and is due for completion at the end of October 2008.</p> <p>Phase two was proposed to start after completion of the first phase and focused on delivering complex system integration.</p> <p>In July 2008 system suppliers were invited to tender for the provision of a solution for phase two of the project.</p> <p>Two suppliers submitted proposals and carried out presentations to the Spatial Project Board. The tender exercise was based on finding a possible solution for the original scope of phase two of the Spatial project.</p> <p>It was agreed that a report would be taken to Cabinet to provide additional detail once the costs were known and the first phase neared completion.</p> <p>As a result of the systems presentations it became clear that the scope of the second phase of the Spatial project would need to be redefined and the potential costs for this element reviewed.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>This report will result in:</p> <p>The Council incurring expenditure in excess of £50,000</p>

	<p>The new scope will ensure that the solution provides:</p> <ul style="list-style-type: none"> <li>• A simplified technical solution that can be integrated easily between systems</li> <li>• Limited integration whilst ensuring that double entry of information is avoided where possible.</li> <li>• Key business benefits whilst remaining flexible.</li> </ul> <p>This report seeks Member approval for the release of funds to implement the revised phase 2 of the Spatial Project.</p>	
<p><b>CONSULTATION DETAILS</b></p> <p><b>Stakeholders</b> Corporate Management Team Cabinet and Portfolio Holder</p>	<p><b>METHOD OF CONSULTATION</b></p> <p>Report to Corporate Management Team Report to Cabinet</p>	<p><b>CONSULTATION PERIOD OR DATES</b></p> <p>CMT - October 2008 Cabinet - November 2008</p>
<p><b>DECISION TO BE MADE IN PARTNERSHIP WITH</b></p> <p>N/A</p>		

# Item No.5

## KEY DECISION

Proposed to be made by  
the Cabinet on  
**5 November 2008**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b> Cllr M. Webb</p>	<p><b>ITEM</b> Worcestershire Hub Future Strategic Direction and Establishment of Worcestershire Hub Shared Service</p>	<p><b>WARDS AFFECTED</b> All wards</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b>  Report of the Head of E-Government &amp; Customer Services</p> <p><b>REPORT AUTHOR</b>  Deb Poole Head of E-Government &amp; Customer Services 01527 881256 d.poole@bromsgrove.gov.uk</p>	<p><b>SUMMARY</b>  The purpose of this report is to provide an update for Members on work to develop a future strategic direction for the Worcestershire Hub. The report also seeks endorsement and approval of the proposed approach for Bromsgrove District Council.</p> <p>A new vision for the Hub has been defined as: <i>“an organisation that is owned by the local government family in Worcestershire to deliver excellent services to our communities and capable of delivering services to a variety of depths”.</i></p> <p>It is recognised that achieving such an ambitious vision requires a staged approach and one which will allow the various Hub partners to progress at a pace appropriate to their own circumstances. A three stage process is proposed:</p> <p><b>Stage 1</b> Local District telephony, separate County telephony</p> <p><b>Stage 2</b> Shared District and County telephony only</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b>  This report will result in:  The Council incurring expenditure in excess of £50,000</p>

	<p><b>Stage 3</b> Worcestershire Hub shared service for all channels</p> <p>This report seeks Member approval for the implementation of Stage One at Bromsgrove District Council Hub Customer Service Centre.</p>	
<p><b>CONSULTATION DETAILS</b></p> <p><b>Stakeholders</b> Corporate Management Team Cabinet and Portfolio Holder</p>	<p><b>METHOD OF CONSULTATION</b></p> <p>Report to Corporate Management Team Report to Cabinet</p>	<p><b>CONSULTATION PERIOD OR DATES</b></p> <p>CMT - October 2008 Cabinet - November 2008</p>
<p><b>DECISION TO BE MADE IN PARTNERSHIP WITH</b></p> <p>N/A</p>		



**KEY DECISION**

Proposed to be made by  
the Local Development Framework Working Party in  
**November 2008**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b></p> <p>Councillor Dr. D. W. P. Booth</p>	<p><b>ITEM</b></p> <p>BROMSGROVE TOWN CENTRE ISSUES AND OPTIONS</p>	<p><b>WARDS AFFECTED</b></p> <p>St Johns Ward will be directly affected, but there will be a wider impact across the entire district</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b></p> <p>Report of the Executive Director – Partnerships and Projects</p> <p><b>REPORT AUTHOR</b></p> <p>Phil Street</p> <p>01527 881202</p>	<p><b>SUMMARY</b></p> <p>The redevelopment of the town centre is a corporate objective and it will be achieved through specific developments within the town centre. However, it is necessary for the Council to produce an Area Action Plan (AAP) that will provide a vision for the town centre, a context for its development and describe the various areas to be developed and what is being proposed within the town centre. The process of preparing an AAP requires thorough and on going consultation with the community and stakeholders. The first stage of an AAP is evidence gathering and the second stage is the preparation and delivery of a consultation process that puts forward a number of options for the redevelopment of the town centre. Consultees are asked for which of the options they prefer and based on the responses a preferred option is devised. The consultation process provides an evidence trail for seeking approval for the AAP.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>Significant in terms of its effects on communities living or working in an area comprising two or more wards in the district</p>

<b>CONSULTATION DETAILS</b>	<b>Method of Consultation</b>	<b>Consultation period or dates</b>
<p data-bbox="210 148 421 188"><b>Stakeholders</b></p> <p data-bbox="210 228 685 371">There will be wide range of consultees including statutory partners, key stakeholders in the town centre and local people</p>	<p data-bbox="707 148 1503 336">A number of approaches will be taken to consultation. This will include the production of an issues and options report, an accompanying questionnaire, a stall at the farmers market and direct invitations to comment to statutory partners and key stakeholders.</p>	<p data-bbox="1536 148 2038 248">Consultation on issues and options will commence on 30th June and last for eight weeks.</p>

<b>DECISION TO BE MADE IN PARTNERSHIP WITH</b>
<p data-bbox="210 695 1966 767">Decisions will be made in partnership with the County Council, the police, fire and rescue service and representatives of the community.</p>

**KEY DECISION**

Proposed to be made by  
the Cabinet on  
**3 December 2008**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b></p> <p>Councillor Peter Whittaker</p>	<p><b>ITEM</b></p> <p>COUNTYWIDE AIR QUALITY STRATEGY</p>	<p><b>WARDS AFFECTED</b></p> <p>District Wide</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b></p> <p>Report of the Team Leader ( Pollution &amp; General)</p> <p><b>REPORT AUTHOR</b></p> <p>Robin Goundry Team Leader ( Pollution &amp; General) 01527 881435</p>	<p><b>SUMMARY</b></p> <p>The Local Authorities of Worcestershire and Herefordshire Council, whilst fulfilling their statutory responsibilities and obligations to identify air quality hot spots, have recognised a need to develop a more holistic and unified approach to managing local air quality across the two Counties. Herefordshire and Worcestershire County Pollution Group in 2007 initiated the preparation of a cross-County Herefordshire and Worcestershire Air Quality Strategy (AQS). The improvement of air quality requires input from a wide range of planning and other professions. Therefore this AQS identifies broad actions, particularly for communication and co-operation within and between local authorities and wider bodies and the community.</p> <p>The key advantages of developing and implementing an AQS at County-wide level can be summarised as follows:</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>This has affects and implications District wide by its nature.</p>

- It provides greater consistency across a range of policy areas for the achievement of improved local air quality, including local planning, transport planning, health, industry, housing and environmental protection, and ensures air quality is addressed in a multi-disciplinary way within the different departments of a local authority and across Herefordshire and Worcestershire;
- It provides the framework for a consistent approach to addressing local air quality considerations in development control processes;
- It is a vehicle for developing a coherent air quality policy across Herefordshire and Worcestershire for local planning processes;
- It provides a link to wider initiatives across both the one and two-tier authorities (for example Local Transport Plans, Climate Change programmes, Community Plans and energy efficiency programmes), and
- It provides the platform for local air quality considerations in future rounds of Local Transport Plans.

The cost of the project has been co - funded by the authorities. It will be launched in autumn 2008.

<b>CONSULTATION DETAILS</b>	<b>Method of Consultation</b>	<b>Consultation period or dates</b>
<p data-bbox="219 180 421 212"><b>Stakeholders</b></p> <p data-bbox="219 252 488 284">District Councillors</p> <p data-bbox="219 323 595 355">Adjacent District Councils</p> <p data-bbox="219 395 663 427">Worcestershire County Council</p>	<p data-bbox="712 188 1003 220">Distribution by email</p>	<p data-bbox="1541 164 1957 236">Non Statutory – ongoing until September 2008</p>

**DECISION TO BE MADE IN PARTNERSHIP WITH**

District Councils, Worcestershire County Council.

## Item No. 14

### KEY DECISION

Proposed to be made by  
the Cabinet on  
**3 December 2008**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b></p> <p>Peter Whittaker</p>	<p><b>ITEM</b></p> <p>GYPSY AND TRAVELLER SITE PROVISION AND REVIEW OF HOUNDSFIELD LANE CARAVAN SITE</p>	<p><b>WARDS AFFECTED</b></p> <p>Whole District Plus Hollywood and Majors Green</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b></p> <p>Report of the Head of Planning and Environment</p> <p><b>REPORT AUTHOR</b></p> <p>A.M. Coel Strategic Housing Manager 01527 881270</p>	<p><b>SUMMARY</b></p> <p>Following on from the report made to Cabinet in June 2008, this report will provide members with an update upon the consultation with site residents and upon the progress and negotiations undertaken in pursuance of the two favoured options regarding the future management, ownership and improvement of the site</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>Recommendations of a recent Gypsy and Traveller Accommodation Assessment relate to provision in the whole district.</p> <p>Provision of site facilities at Houndsfield Lane Site affect the Hollywood and Majors Green Ward.</p>

<b>CONSULTATION DETAILS</b>	<b>Method of Consultation</b>	<b>Consultation period or dates</b>
<p data-bbox="212 316 427 352"><b>Stakeholders</b></p> <p data-bbox="212 392 674 571">With site residents to assess preferences for improvement to individual pitch and amenity block facilities and the future use of the Transit site.</p>	<p data-bbox="707 363 1514 438">Personal consultation visits to all Houndsfield Lane Site residents by Strategic Housing Officers.</p>	<p data-bbox="1525 363 1771 400">September 2008</p>

<b>DECISION TO BE MADE IN PARTNERSHIP WITH</b>
<p data-bbox="212 788 280 825">N/A</p>

## KEY DECISION

Proposed to be made by the Cabinet on  
**3 December 2008**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b></p> <p>Cllr Roger Hollingworth</p>	<p><b>ITEM</b></p> <p>PREFERRED PLANNING GUIDANCE 17 (PPG17) –          OUT TURN REPORT</p>	<p><b>WARDS AFFECTED</b></p> <p>All Wards</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b></p> <p>Report of the Head of Street Scene &amp; Community</p> <p><b>REPORT AUTHOR</b></p> <p>John Godwin          Deputy Head of Street Scene &amp; Community          01257 881730          j.godwin@bromsgrove.gov.uk</p>	<p><b>SUMMARY</b></p> <p>The report is to update members on the out turn of the recent PPG17 review of the district and to advise members of the key items contained with in it in relation to service delivery and future budget requirements.</p> <p>The report will also be used as a basis for the recommendation to cabinet on the current level and future requirements of the Councils Park, Open Space, Play Areas &amp; Pitches provision and Inc potential areas for redevelopment, removal and/or disposal.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>This report will result in:</p> <ul style="list-style-type: none"> <li>• The Council incurring additional expenditure in excess of £50,000.</li> </ul> <p>Further more it may result :</p> <ul style="list-style-type: none"> <li>• In the disposal of a Council asset with a value over £50,000</li> <li>• In the identification of a proposal to cease the delivery of a service.</li> </ul>



<b>CONSULTATION DETAILS</b>	<b>Method of Consultation</b>	<b>Consultation period or dates</b>
<p data-bbox="219 180 421 212"><b>Stakeholders</b></p> <p data-bbox="219 252 472 395">Elected members SMT &amp; CMT Planning Officers Parks Officers</p>	<p data-bbox="707 180 1451 284">The PPG 17 out turn report the is final stage of an in depth consultation process that will be closed by the time the report is written.</p> <p data-bbox="707 323 1272 355">Consultation has been undertaken with:</p> <p data-bbox="707 403 1272 691">Elected members District &amp; County Council Officers Parish Council Residents Inc Children &amp; Young People User Groups WCC Officers Sport England Community Sports Network (BECAN)</p>	<p data-bbox="1536 164 1597 196">N/A</p>

**DECISION TO BE MADE IN PARTNERSHIP WITH**

N/A

**KEY DECISION**

Proposed to be made by the Cabinet on  
**3 December 2008**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b></p> <p>Cllr Roger Hollingworth</p>	<p><b>ITEM</b></p> <p>SPORTS HUB PROVISION</p>	<p><b>WARDS AFFECTED</b></p> <p>All Wards</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b></p> <p>Report of the Head of Street Scene &amp; Community</p> <p><b>REPORT AUTHOR</b></p> <p>John Godwin          Deputy Head of Street Scene &amp; Community          01257 881730          j.godwin@bromsgrove.gov.uk</p>	<p><b>SUMMARY</b></p> <p>The report is to update members on the out turn of the recent PPG17 review of the district and to advise members of the key items contained with in it in relation to the future need of play pitches with in the District.</p> <p>The report will also be used as a basis for the recommendation to cabinet on the proposed use of the Capital funding allocated this year for the provision of Sports Hubs and potential partnership funding in the delivery of these schemes.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>This report will result in:</p> <ul style="list-style-type: none"> <li>• The Council incurring additional expenditure in excess of £50,000.</li> <li>• A significant effect on communities living or working in an area comprising of two or more wards in the district.</li> </ul>

<b>CONSULTATION DETAILS</b>	<b>Method of Consultation</b>	<b>Consultation period or dates</b>
<p data-bbox="219 180 421 212"><b>Stakeholders</b></p> <p data-bbox="219 252 629 435">Elected members SMT &amp; CMT Planning Officers Sports development Officers Parks Officers</p>	<p data-bbox="712 180 1462 284">The PPG 17 out turn report is the final stage of an in depth consultation process that will be closed by the time the report is written.</p> <p data-bbox="712 323 1272 355">Consultation has been undertaken with:</p> <p data-bbox="712 403 1272 691">Elected members District &amp; County Council Officers Parish Council Residents Inc Children &amp; Young People User Groups WCC Officers Sport England Community Sports Network (BECAN)</p>	<p data-bbox="1541 164 1597 196">N/A</p>

**DECISION TO BE MADE IN PARTNERSHIP WITH**

N/A

**KEY DECISION**

Proposed to be made by  
the Cabinet on  
**3 December 2008**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b></p> <p>Cllr Mrs J M L A Griffiths</p>	<p><b>ITEM</b></p> <p>STREET CLEANSING POLICY</p>	<p><b>WARDS AFFECTED</b></p> <p>All</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b></p> <p>Report of Head of Street Scene and Community</p> <p><b>REPORT AUTHOR</b></p> <p>Michael Bell</p>	<p><b>SUMMARY</b></p> <p>Document outlines the elements undertaken by the Street Cleansing team and will act as a guidance document for staff and residents.</p> <p>Street Cleansing is an important function and therefore require robust procedures within which to operate.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></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>

<b>CONSULTATION DETAILS</b>	<b>Method of Consultation</b>	<b>Consultation period or dates</b>
n/a	n/a	n/a

<b>DECISION TO BE MADE IN PARTNERSHIP WITH</b>
n/a

## Item No.18

### KEY DECISION

Proposed to be made by  
the Cabinet on  
**3 December 2008**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b></p> <p>Cllr Peter Whittaker / Cllr Mrs June Griffiths</p>	<p><b>ITEM</b></p> <p>WORCESTERSHIRE TELECARE STRATEGY</p>	<p><b>WARDS AFFECTED</b></p> <p>All</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b></p> <p><b>Report of The Strategic Housing Manager – in consultation with Phil Street / John Godwin and Graham Rock.</b></p> <p><b>REPORT AUTHOR</b></p>	<p><b>SUMMARY</b></p> <p>The report brings forward for members information and consideration the Worcestershire Telecare Strategy and asks Members for their approval and adoption of the Strategy.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>The Countywide Strategy seeks partnership support to help the implementation of County Council funded assistive technology and equipment to enable older people to live independently in their own homes across Worcestershire.</p>

<b>CONSULTATION DETAILS</b>	<b>Method of Consultation</b>	<b>Consultation period or dates</b>
<b>Stakeholders</b>  N/A	N/A	N/A

**DECISION TO BE MADE IN PARTNERSHIP WITH**  
  
Other District Councils, County Council