



FORWARD PLAN OF KEY DECISIONS

1 JUNE 2009 TO 30 SEPTEMBER 2009

This Forward Plan lists the **Key Decisions** which it is proposed to take during the period 1 June 2009 to 30 September 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 3 June 2009	Cabinet 5 Nov 2008	Preferred Planning Guidance (PPG)17 - Outturn	Key	Councillor R. D. Smith	Final PPG17 report delayed by external consultants. Further delay from late April to June 09 to allow Overview Board to consider
2	Cabinet 3 June 2009	Cabinet 5 Nov 2008	Sports Hub Provision	Key	Councillor R. D. Smith	Delayed due to the delay in the PPG17 report
3	Cabinet 3 June 2009		CPA - Final Report from the Audit Commission	Non-Key*	Councillor R. Hollingworth	* Cabinet will make recommendations to the full Council
4	Cabinet 3 June 2009	Cabinet 4 March 2009	Customer First and Access Strategy Review	Non-Key	Councillor M. J. A. Webb	Delayed due to staffing situation within Assistant Chief Executive's team
5	Cabinet 3 June 2009		Improvement Plan Exception Report – March 2009	Non-Key	Councillor R. Hollingworth	
6	Cabinet 3 June 2009		Health & Safety Roles and Responsibilities for Elected Members	Non-Key	Councillor G. N. Denaro	
7	Cabinet 24 June 2009 Special Meeting		Council Annual Report 2008/09	Non-Key*	Councillor R. Hollingworth	* Cabinet will make recommendations to the full Council

8	Cabinet 1 July 2009	Cabinet 1 April 2009	Joint Waste Management Strategy	Key	Councillor Mrs. M. A. Sherrey	Delayed for further consideration to take account of a joint informal meeting with representatives of Redditch BC
9	Cabinet 1 July 2009		Review of Assets Sherwood Road <i>(this report will contain exempt information and be considered in private session)</i>	Key	Councillor G. N. Denaro	
10	Cabinet 1 July 2009	Cabinet 3 June 2009	Alternative System for Managing Excess Charge Notice System	Non-Key	Councillor G. N. Denaro	Delayed by officers for further consideration
11	Cabinet 1 July 2009		CCTV /Lifeline Shared Service	Non-Key*	Councillor Mrs. M. A. Sherrey	* Cabinet will make recommendations to the full Council
12	Cabinet 1 July 2009		Change of Waste Collection from Council House to maximise Recycling (option to share service with Redditch BC)	Non-Key*	Councillor Dr. D. W. P. Booth	* Cabinet will make recommendations to the full Council
13	Cabinet 1 July 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
14	Cabinet 1 July 2009		Improvement Plan 2009/10	Non-Key*	Councillor R. Hollingworth	* Cabinet will make recommendations to the full Council
15	Cabinet 1 July 2009		Improvement Plan Exception Report – April 2009	Non-Key	Councillor R. Hollingworth	

16	Cabinet 1 July 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 Leader's request for detailed impact assessment of the paperless proposals so the Cabinet can consider the recommendations in this context. Also a small officer group meeting to determine the generally accepted process within other authorities for restricting access to exempt information
17	Cabinet 1 July 2009		Travel Plan	Non-Key	Councillor P. J. Whittaker	
18	Cabinet 29 July 2009		Local Neighbourhood Partnerships - Terms of Reference and Business Case	Key	Councillor M. J. A. Webb	
19	Cabinet 29 July 2009	Cabinet 3 June 2009	Car Parking in Bromsgrove	Non-Key*	Councillor J. T. Duddy	* Cabinet will make recommendations to the full Council
20	Cabinet 29 July 2009		Final Outturn 20008/09	Non-Key*	Councillor G. N. Denaro	* Cabinet will make recommendations to the full Council
21	Cabinet 29 July 2009		Strategic Business Case for Joint Working/Shared Services (Serco Consulting report)	Non-Key*	Councillor R. Hollingworth	* Cabinet will make recommendations to the full Council

22	Cabinet 29 July 2009		New Governance Arrangements (subject to new Regulations and Guidance)	Non-Key*	Councillor G. N. Denaro	* Cabinet will make recommendations to the full Council
23	Cabinet 29 July 2009		Improvement Plan Exception Report – May 2009	Non-Key	Councillor R. Hollingworth	
24	Cabinet 2 September 2009		Council Plan 2010/2013 Part 1	Non-Key*	Councillor R. Hollingworth	* Cabinet will make recommendations to the full Council
25	Cabinet 2 September 2009		Financial and Performance Monitoring – Quarter 1 2009/10	Non-Key	Councillors G. N. Denaro & M. J. A. Webb	
26	Cabinet 2 September 2009		Improvement Plan Exception Report – June 2009	Non-Key	Councillor R. Hollingworth	
27	Cabinet 2 September 2009	Cabinet 4 February 2009	Place Survey Results	Non-Key	Councillor M. J. A. Webb	Delayed as awaiting information from external source
28	Cabinet 2 September 2009		Update on timescales for move to co-mingled collection system	Non-Key	Councillor Dr. D. W. P. Booth	

NOTE: There will be no Cabinet meetings in May or August 2009

KEY DECISION

Proposed to be made by the Cabinet on
3 June 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER</p> <p>Cllr Roger Smith</p>	<p>ITEM</p> <p>PREFERRED PLANNING GUIDANCE 17 (PPG17) – OUT TURN REPORT</p>	<p>WARDS AFFECTED</p> <p>All Wards</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Street Scene & Community</p> <p>REPORT AUTHOR</p> <p>John Godwin Deputy Head of Street Scene & Community 01257 881730 j.godwin@bromsgrove.gov.uk</p>	<p>SUMMARY</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 & Pitches provision and Inc potential areas for redevelopment, removal and/or disposal.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>This report will result in:</p> <ul style="list-style-type: none"> • The Council incurring additional expenditure in excess of £50,000. <p>Further more it may result :</p> <ul style="list-style-type: none"> • In the disposal of a Council asset with a value over £50,000 • In the identification of a proposal to cease the delivery of a service.

CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
<p data-bbox="219 180 421 212">Stakeholders</p> <p data-bbox="219 252 472 395">Elected members SMT & 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 & County Council Officers Parish Council Residents Inc Children & 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 June 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER</p> <p>Cllr Roger Smith</p>	<p>ITEM</p> <p>SPORTS HUB PROVISION</p>	<p>WARDS AFFECTED</p> <p>All Wards</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Street Scene & Community</p> <p>REPORT AUTHOR</p> <p>John Godwin Deputy Head of Street Scene & Community 01257 881730 j.godwin@bromsgrove.gov.uk</p>	<p>SUMMARY</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>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>This report will result in:</p> <ul style="list-style-type: none"> • The Council incurring additional expenditure in excess of £50,000. • A significant effect on communities living or working in an area compromising of two or more wards in the district.

CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
<p data-bbox="219 180 421 212">Stakeholders</p> <p data-bbox="219 252 629 435">Elected members SMT & CMT Planning Officers Sports development Officers Parks Officers</p>	<p data-bbox="707 180 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="707 323 1272 355">Consultation has been undertaken with:</p> <p data-bbox="707 403 1272 691">Elected members District & County Council Officers Parish Council Residents Inc Children & 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
1 July 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER</p> <p>Cllr M Sherrey</p>	<p>ITEM</p> <p>REFRESH OF WASTE MANAGEMENT STRATEGY DOCUMENT</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 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.</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
Consultation will be carried out with statutory consultees over a period of several months.	Direct access to statutory consultees.	

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
1 July 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER Councillor G. N. Denaro</p>	<p>ITEM Review of Assets Sherwood Road</p>	<p>WARDS AFFECTED Charford and All</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Report of Director of Services</p> <p>REPORT AUTHOR Tony Beirne, Executive Director of Services</p>	<p>SUMMARY As part of the asset review consider the best way to manage the council's property assets in Sherwood Road</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN Affects two or more wards</p>

<p>CONSULTATION DETAILS</p> <p>Stakeholders</p> <p>N/A</p>	<p>Method of Consultation</p> <p>N/A</p>	<p>Consultation period or dates</p> <p>N/A</p>
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<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
29 July 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER</p> <p>Councillor M. J. A. Webb</p>	<p>ITEM</p> <p>LOCAL NEIGHBOURHOOD PARTNERSHIPS - TERMS OF REFERENCE AND BUSINESS CASE</p>	<p>WARDS AFFECTED</p> <p>All Wards</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>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>

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