



## 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	Leader of the Council and Portfolio Holder for the Improvement Plan
Councillor G. N. Denaro	Deputy Leader and Portfolio Holder for Resources (including Financial Services, Legal, Equalities & Democratic Services, Human Resources and ICT)
Councillor Dr. D. W. P. Booth	Portfolio Holder for Street Scene and Project Management of the Town Centre
Councillor J. T. Duddy	Portfolio Holder for Economic Development, Retail Regeneration and Revenue Generation (including Car Parking)
Councillor Mrs. J. Dyer M.B.E.	Portfolio Holder for Planning and Transport
Councillor Mrs. M. A. Sherrey	Portfolio Holder for Vulnerable and Older People (including Lifeline)
Councillor R. D. Smith	Portfolio Holder for Youth, Sports, Recreation and Culture
Councillor M. J. A. Webb	Portfolio Holder for Community and Customer Engagement and Community Safety
Councillor P. J. Whittaker	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](mailto:k.firth@bromsgrove.gov.uk)

<b>Item No.</b>	<b>Decision Taker &amp; Expected Date of Decision</b>	<b>Original Expected Date of Decision</b>	<b>Proposed Decision</b>	<b>Type of Decision (Key or Non-Key)</b>	<b>Lead Councillor/ Portfolio Holder</b>	<b>Comments</b>
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	<b>Key</b>	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	
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	
13	Cabinet 7 October 2009	Cabinet 29 July 2009	Local Neighbourhood Partnerships - Terms of Reference and Business Case	<b>Key</b>	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> )	<b>Key</b>	Councillor G. N. Denaro	Deferred for further consideration by officers

15	Cabinet 7 October 2009	Cabinet 29 July 2009	Transfer of Bromsgrove Museum	<b>Key/ Non-Key*</b>	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)	<b>Key</b>	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	<b>Key</b>	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	<b>Key</b>	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	

**KEY DECISION**

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

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b></p> <p>Councillor D. W. P. Booth</p>	<p><b>ITEM</b></p> <p>PROPOSAL FOR THE FUTURE OF THE MARKET HALL SITE</p>	<p><b>WARDS AFFECTED</b></p> <p>St Johns</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b></p> <p>Report of the Executive Director of Partnerships &amp; Projects</p> <p><b>REPORT AUTHOR</b></p> <p>Phil Street Executive Director of Partnerships &amp; Projects 01527 881495</p>	<p><b>SUMMARY</b></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><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>The market hall site is key to the pursuit of the regeneration of the town centre</p>

<b>CONSULTATION DETAILS</b>	<b>Method of Consultation</b>	<b>Consultation period or dates</b>
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	Through press advertisement and notices on site	To be agreed

**DECISION TO BE MADE IN PARTNERSHIP WITH**

Not applicable

**KEY DECISION**

Proposed to be made by  
the Cabinet on  
**7 October 2009**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b></p> <p>Councillor M. J. A. Webb</p>	<p><b>ITEM</b></p> <p>LOCAL NEIGHBOURHOOD PARTNERSHIPS - TERMS OF REFERENCE AND BUSINESS CASE</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 Assistant Chief Executive</p> <p><b>REPORT AUTHOR</b></p> <p>Hugh Bennett Assistant Chief Executive 01527 881430</p>	<p><b>SUMMARY</b></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><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>Significant effect on more than one Ward.</p>

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

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

**KEY DECISION**

Proposed to be made by  
the Cabinet on  
**7 October 2009**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b></p> <p>Cllr Mrs M. A. Sherrey JP</p>	<p><b>ITEM</b></p> <p>WASTE MANAGEMENT STRATEGY</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>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><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>
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  
**4 November 2009**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b> Cllr Peter Whittaker</p>	<p><b>ITEM</b> HOME CHOICE PLUS, CHOICE BASED LETTINGS SCHEME UPDATE</p>	<p><b>WARDS AFFECTED</b> All</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b> Report of the Manager of Strategy Housing</p> <p><b>REPORT AUTHOR</b> Amanda Glennie, Strategic Housing 01527 881269</p>	<p><b>SUMMARY</b> The Home Choice Plus, choice based lettings scheme was introduced on the 7<sup>th</sup> 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><b>REASONS FOR BEING ON THE FORWARD PLAN</b> 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>

<b>CONSULTATION DETAILS</b>	<b>Method of Consultation</b>	<b>Consultation period or dates</b>
<b>Applicants who are registered on Home Choice Plus and those who are in high housing need but have not placed any bids.</b>	<b>A satisfaction survey will inform the report.</b>	<b>Sept 2009</b>

**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
Cllr Roger Smith	Arts and Events Strategy 2010 – 2013	All Wards
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER	SUMMARY	REASONS FOR BEING ON THE FORWARD PLAN
<p>Report of the Deputy Head of Street Scene and Community</p> <p><b>REPORT AUTHOR –</b> Huw Moseley Arts Development and Special Events Officer 01527 881381</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>Significant effect on the future delivery of Arts and Events across the district.</p>

<b>CONSULTATION DETAILS</b>		
<b>Stakeholders</b>	<b>Method of Consultation</b>	<b>Consultation Period or Dates</b>
<p>Worcestershire Arts Partnership</p> <p>Bromsgrove Arts Alive – Arts Forum</p> <p>Artrix – Bromsgrove Arts Centre</p> <p>Youth Service, Children's Services, Worcestershire CC</p> <p>Celebratory Events and Sponsor ship Group</p> <p>Community Safety</p> <p>Arts Practitioners</p> <p>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>1<sup>st</sup> August through to 16<sup>th</sup> October 2009.</p>

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