

FORWARD PLAN OF KEY DECISIONS

28 APRIL TO 31 AUGUST 2010

This Forward Plan lists the **Key Decisions** which it is proposed to take during the period 28 April to 31 August 2010. **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 Policy, Performance and Partnerships
Deputy Leader and Portfolio Holder for Finance and Resources (including Customer Services, Legal, Equalities, Democratic Services and Human Resources)
Portfolio Holder for Transformation (including ICT and Town Centre Programme)
Portfolio Holder for Revenue Generation and Economic Development (including Retail/Manufacturing Regeneration and Car Parking)
Portfolio Holder for Planning and Regeneration (including Train Station and Longbridge)
Portfolio Holder for Children and Young People, Older People and the Vulnerable
Portfolio Holder for One Community (including Community Engagement)
Portfolio Holder for Community (including Leisure, Cultural Services, Environmental Services and Crime and Disorder/CCTV)
Portfolio Holder for Regulation, Housing 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 28 April 2010		Changes to Governance Arrangements	Non-Key*	Councillor G. N. Denaro	Cabinet will make recommendations to the full Council
2	Cabinet 28 April 2010		Appointments to Worcestershire Shared Services Joint Committee	Non-Key	Councillor G. N. Denaro	
3	Cabinet 28 April 2010	Cabinet 4 March 2009	Economic Development Strategy	Non-Key	Councillor J. T. Duddy	Delayed due to discussions regarding Economic Development in North Worcestershire
4	Cabinet 28 April 2010		Hot Food Takeaways Supplementary Planning Document	Non-Key	Councillor Mrs. J. Dyer	
5	Cabinet 28 April 2010		Improvement Plan Exception Report – March 2010	Non-Key	Councillor R. Hollingworth	
6	Cabinet 28 April 2010		Performance Monitoring – March 2010	Non-Key	Councillor R. Hollingworth	
7	Cabinet 2 June 2010	Cabinet 7 April 2010	Access Policy for Trans-People (Sports & Leisure Services & Facilities)	Key	Councillors G. N. Denaro & M. J. A. Webb	Delayed to allow for outcome of consultation process
8	Cabinet 2 June 2010		Garden Waste Service – Future Development	Key	Councillor M. J. A. Webb	

9	Cabinet 2 June 2010	Cabinet 3 February 2010	Pavement Café Policy	Key	Councillor P. J. Whittaker	Delayed by officers for further consideration
10	Cabinet 2 June 2010	Cabinet 7 April 2010	Artrix – Incorporation of Operating Trust	Non-Key	Councillor M. J. S. Webb	Delayed by Members for further consideration
11	Cabinet 2 June 2010	Cabinet 3 February 2010	Bromsgrove Memorial	Non-Key	Councillor G. N Denaro	Delayed by officers and Members for further consideration
12	Cabinet 2 June 2010	Cabinet 4 November 2009	Community Engagement Strategy Review	Non-Key	Councillor R. D. Smith	Deferred to take account of new business plans
13	Cabinet 2 June 2010	Cabinet 28 April 2010	Community Involvement in the Democratic Process – Overview Board/Task Group report	Non-Key	Councillors G. N. Denaro & R. D. Smith	Delayed by officers for further consultations
14	Cabinet 2 June 2010		Improvement Plan Exception Report – April 2010	Non-Key	Councillor R. Hollingworth	
15	Cabinet 2 June 2010		Performance Monitoring – April 2010	Non-Key	Councillor R. Hollingworth	
16	Cabinet 2 June 2010	Cabinet 28 April 2010	Victoria Ground – Expressions of Interest	Non-Key	Councillor M. J. A. Webb	Delayed by officers for further consideration
17	Cabinet 30 June 2010		Council Annual Report 2009/10	Non-Key*	Councillor R. Hollingworth	* Cabinet will make recommendations to the full Council that evening
18	Cabinet 30 June 2010		Statement of Accounts	Non-Key*	Councillor G. N. Denaro	* Cabinet will make recommendations to the full Council that evening

19	Cabinet 30 June 2010	Cabinet 3 March 2009	Benefit Take-Up Strategy	Non-Key	Councillor G. N. Denaro	Delayed by officers for consultation with Equalities & Diversity Forum
20	Cabinet 30 June 2010	Cabinet 2 June 2010	Improving Residents Satisfaction - Scrutiny Board/Task Group Report	Non-Key	Councillor R. D. Smith	Delayed for further consideration by Task Group
21	Cabinet 30 June 2010		Improvement Plan Exception Report – May 2010	Non-Key	Councillor R. Hollingworth	
22	Cabinet 30 June 2010		Performance Monitoring – May 2010	Non-Key	Councillor R. Hollingworth	
23	Cabinet 4 August 2010	Cabinet 2 December 2009	Arts and Events Strategy 2010/11 to 2013/14	Key	Councillor R. D. Smith	Delayed by officers for further consideration
24	Cabinet 4 August 2010		Improvement Plan Exception Report – June 2010	Non-Key	Councillor R. Hollingworth	
25	Cabinet 4 August 2010		Performance Monitoring – June 2010	Non-Key	Councillor R. Hollingworth	

NOTE: There will be no Cabinet meetings in May or July 2010

KEY DECISION

Proposed to be made by
the Cabinet on
2 June 2010

<p>LEAD MEMBER/ PORTFOLIO HOLDER</p> <p>Councillor Geoff Denaro</p>	<p>ITEM</p> <p>SPORTS AND LEISURE – SERVICES AND FACILITIES – ACCESS FOR TRANS-PEOPLE</p>	<p>WARDS AFFECTED</p> <p>All wards</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Sports and Leisure – Services and Facilities – Access for Trans-People – Policy</p> <p>REPORT AUTHOR</p> <p>Fiona Scott, Equality Officer Telephone 01527 881719</p>	<p>SUMMARY</p> <p>This report explains the background to the consultation on and introduction of a policy in relation to Sports and Leisure Services and Facilities – Access for Trans-people. There is currently no policy for employees or other people who provide sports and leisure services on behalf of the District Council on the issues that arise when dealing with individuals who are going through a transition process and may have privacy needs or may present inappropriately causing concern to other service users. This policy will explain the best ways of dealing with these situations and this will help staff by providing an agreed framework to which they can refer should the need arise. The draft policy has been compiled with the assistance of specialist knowledge from the Gender Trust and has been subject to wide consultation in the District up to the 31st March 2010.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>The introduction of this policy affects all wards in the District and all members of the public who use Sports and Leisure Services and Facilities provided by the District Council.</p>

<p>CONSULTATION DETAILS</p> <p>Stakeholders Trans-people in the Bromsgrove District and trans – people visiting the District.</p> <p>All other members of the community who use the Sports and Leisure Services and Facilities provided by the Council or through partners are also affected. The Policy promotes understanding of differences and the reasons for the Council's policy.</p>	<p>Method of Consultation</p> <p>The Draft Policy and Consultation Comments form have been on the Council's website since 12th November. There was a press release in the previous week which announced the consultation period and the drop in sessions at the Customer Service Centre. These drop in sessions are for the public and staff to talk to a specialist adviser on this subject and give feedback for the consultation exercise. Training sessions have been provided for elected members, Equality Champions. The information has been circulated for comment to Senior and Corporate Management Teams and Trade Unions. Further information has been made available on the Council's Intranet and the documents have been widely circulated throughout community contacts and organisations.</p>	<p>Consultation period or dates 2nd November to 31st March 2010</p>
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DECISION TO BE MADE IN PARTNERSHIP WITH
N/A

KEY DECISION

Proposed to be made by
the Cabinet on
2 June 2010

<p>LEAD MEMBER/ PORTFOLIO HOLDER</p> <p>Mike Webb</p>	<p>ITEM</p> <p>GARDEN WASTE SERVICE REPORT</p>	<p>WARDS AFFECTED</p> <p>All wards affected</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Garden Waste Service report and any attached appendices</p> <p>REPORT AUTHOR</p> <p>Guy Revans Head of Environmental Services 01527 881703</p>	<p>SUMMARY</p> <p>The report requires members to make decision on financial, strategic and operational matter that will directly affect the future of the garden waste service. Decisions need to be made over the cost of the service for future years; development of customer payment methods; customer identification methods to allow accurate recording and control of customers and non customers; bin sizes; communicating to our customers year on year; development of a trading account for the service; budget for ongoing brown bin provision; move to rear end loaders and use of a new composting facility. Some of the issues will have a substantial financial impact on the service, both in set up and operational costs however will enhance the experience of the customer however it will enable the service to be managed effectively.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>The areas outlined in the summary will have a direct affect on the future of the garden waste service, its ability to generate income and to operate as a commercial operation.</p> <p>As at 1st April 2010 15,169 households have applied for this service and these customers are spread across all wards within the district.</p>

CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
Stakeholders NA		

DECISION TO BE MADE IN PARTNERSHIP WITH
Redditch Borough Council

KEY DECISION

Proposed to be made by
the Cabinet on
2 June 2010

<p>LEAD MEMBER/ PORTFOLIO HOLDER Councillor Peter Whittaker</p>	<p>ITEM PAVEMENT CAFÉ CONSENTS</p>	<p>WARDS AFFECTED All Wards</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Report on behalf of Head of Planning & Environment Services</p> <p>REPORT AUTHOR Debbie Warren Senior Solicitor 01527 881609 d.warren@bromsgrove.gov.uk</p>	<p>SUMMARY The Highways Act 1980 permits both the District Council and the County Council concurrently to give consent to the use of objects or structures on a highway for the purpose of either generating income, providing advice or advertising.</p> <p>The County Council currently uses this provision to grant permission for “pavement cafes” on highway land.</p> <p>The Council has been negotiating with the County Council to see whether this power can be exercised wholly by Bromsgrove District Council, and the County Council has indicated that this would be acceptable and is working with the District Council in the formulation of a policy.</p> <p>Cabinet will be requested to consider and approve the application process, the fee structure and the policy to be applied.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN The Policy will apply across the whole district. Whilst it is likely to be of most significance in the Town Centre, and in particular the High Street, the same policy will be applied across the whole district.</p>

CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
Stakeholders: Worcestershire County Council	Correspondence, informal meetings	Consultation began in August 2009 and is due to conclude in November 2009

DECISION TO BE MADE IN PARTNERSHIP WITH
N/A

KEY DECISION

Proposed to be made by the Cabinet
on 4 August 2010

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>REPORT AUTHOR – 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>

CONSULTATION DETAILS		
Stakeholders	Method of Consultation	Consultation Period or Dates
<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>1st August through to 16th October 2009.</p>

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