

## Forward Plan of Key Decisions

*Decisions due to be made during the four month period from 01 Mar 2013*

Decision No Directorate	Project Name	Key Decision	Decision Period Meeting Date	Reports, Appendices & Background Papers	Consultation Details	Decision Taker	Contact Name
<b>0572</b> Adult, Comm & Hous.Services	Borough's Housing Strategy 2013-2016	To approve the Borough's Housing Strategy 2013-2016 which outlines the borough's housing needs and sets the strategic direction for housing in the Borough.	Cabinet March 2013	Housing Market Intelligence Report; Housing Strategy 2013-16; Housing Strategy Supporting Document	Housing Working Group, General Public, DFTRA, housing developers, Dudley Housing Partnership, Homelessness Review Group, Rough Sleepers Group, various community groups.	Cabinet	Andrew Leigh Acting Head of Service (Housing Strategy & Development) (Phone: 01384 815007)
<b>0582</b> Adult, Comm & Hous.Services	Exceptions to the Council's Housing Allocations Scheme (Special Cases)	Individual decisions may be made in regard to the housing applications of people with exceptional circumstances not catered for within the Council's Housing Allocations Scheme. Items will be considered in private session to avoid the disclosure of exempt information as defined in paragraph 2 of part 1 of schedule 12a to the Local Government Act 1972 relating to information likely to reveal the identity of an individual.	February 2013 - March 2014	Individual reports; Lettings Policy	Individual cases are not consulted upon. The Council Housing Allocations scheme is subject to statutory consultation with registered providers and informal and formal consultation with other stakeholders.	Andrea Pope-Smith	Diane Channings Assistant Director of Housing (Housing Management) (Phone: (01384) 815063)
<b>0571</b> Chief Executive	Scale of fees payable for election duties	Agree fees to be paid for staff undertaking election duties in connection with Local Elections.	Cabinet Member & Officer Mtg March 2013	A report will be prepared by the Chief Executive; along with the proposed scale of fees	A consultation will be carried out by e-mail and verbally with local colleagues within the West Midlands branch of the Association of Electoral Administrators.	Cllr David Sparks; John Polychronakis	Alison Malkin Head of Electoral Services (Phone: 5274)
<b>0588</b> Children's Services	Family Based Short Breaks for Children with Disabilities Service	To approve the extension of the Family Based Short Breaks for Children with Disabilities Service contract for a further 2 years from 1st April 2013 to 31st March 2015.	March 2013 - April 2013			Cllr Tim Crumpton	Pauline Sharratt Assistant Director of Social Services
<b>0526</b> Corporate Resources	Acceptance of Tenders or Quotations	Agreement, in consultation with the Cabinet Member for Finance, to accept Tenders or Quotations for the Supply of Goods, Provision of Services or Works (or the Disposal of Goods) with a value in excess of £250,000 per annum - following a procurement exercise by the Directorate of Corporate Resources (Procurement, Contract Management and Credit Services Division). Decisions will be taken	April 2012 - March 2013	Associated documents and reports prepared by Head of Procurement; Summary of Tender Evaluation Report by Head of Procurement	Key stakeholders (directorates, business units, schools etc) participating within the resulting contract are included in the tendering/evaluation processes. Appropriate Legal and Financial advice is also taken. The Director of Corporate Resources	Philip Tart	Philip Tart Director of Corporate Resources (Phone: 01384 815300)

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		throughout the year in accordance with tendering programme. Items will be considered in private session to avoid the disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 relating to the financial or business affairs of any particular person (including the authority).			is required to consult the Cabinet Member for Finance on proposed contract awards - this occurs through correspondence and discussion as required. Contracts of this value are tendered and awarded in accordance with EU Procurement Directives which require advance publication of proposed contracts and the outcome of the tender exercise following a contract award.		
0574 Corporate Resources	Acceptance of Tenders or Quotations	Agreement, in consultation with the Cabinet Member for Finance, to accept Tenders or Quotations for the Supply of Goods, Provision of Services or Works (or the Disposal of Goods) with a value in excess of £250,000 per annum - following a procurement exercise by the Directorate of Corporate Resources (Procurement, Contract Management and Credit Services Division). Decisions will be taken throughout the year in accordance with tendering programme. Items will be considered in private session to avoid the disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 relating to the financial or business affairs of any particular person (including the authority).	April 2013 - March 2014	Summary of Tender Evaluation Report by Head of Procurement; Associated documents and reports prepared by Head of Procurement;	Key stakeholders (directorates, business units, schools etc) participating within the resulting contract are included in the tendering/evaluation processes. Appropriate Legal and Financial advice is also taken. The Director of Corporate Resources is required to consult the Cabinet Member for Finance on proposed contract awards - this occurs through correspondence and discussion as required. Contracts of this value are tendered and awarded in accordance with EU Procurement Directives which require advance publication of proposed contracts and the outcome of the	Philip Tart	Philip Tart Director of Corporate Resources (Phone: 01384 815300)

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					tender exercise following a contract award.		
<b>0563</b> Corporate Resources	Budget and Council Tax 2013/14	Set Budget and Council Tax for 2013/14.	Cabinet February 2013; Full Council Meeting March 2013	Joint report of the Chief Executive and Treasurer	NNDR Payers (statutory consultation) Scrutiny Committees as specified by the Constitution Public	Cabinet; Full Council	Iain Newman Treasurer (Phone: 01384-814802)
<b>0566</b> Corporate Resources	Citizens Advice Bureau Grant	Approval of Citizens Advice Bureau Grant for 2013/14. This Item will be considered in private session to avoid the disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 relating to the financial or business affairs of any particular person (including the authority).	Cabinet Member & Officer Mtg April 2013	Service Level Understanding and CAB Service Outline; CAB Budget for 2013/14, Business Plan 2013/14	Citizens Advice Bureau- Budget meetings	Iain Newman; Cllr Peter Lowe	Mike Williams Assistant Director, Corporate Resources (Phone: 4970)
<b>0565</b> Corporate Resources	Directorate of Corporate Resources Equality and Diversity Action Plan 2013/14	That the Directorate of Corporate Resources Equality and Diversity Action Plan 2013/14 be approved.	Cabinet Member & Officer Mtg March 2013	Directorate of Corporate Resources Equality and Diversity Action Plan; 2013/14	Consultation was undertaken with the Benefits Customer Focus Group, the Equality and Diversity Advisory Group and other stakeholders.	Cllr Peter Lowe; Cllr Gaye Partridge	Menna Flavell Principal Officer, Corporate Management (Phone: 4807)
<b>0551</b> Corporate Resources	Localised Council Tax Rebate Scheme	Adoption of our local scheme to replace the current national council tax benefit scheme alongside a 10% reduction in expenditure.	June 2013	Local Government Finance Bill and any associated secondary legislation; and guidance issued	Key internal stakeholders (elected members, directorates, business units, etc), major preceptors, the public, the voluntary sector, other interested parties.	Cabinet; Full Council	Mike Williams Assistant Director, Corporate Resources (Phone: 4970)
<b>0506</b> Corporate Resources	Localism Act 2011	To consider the ongoing implications of the Localism Act 2011 on the governance arrangements adopted by Dudley MBC.	March 2013 - October 2013	Localism Act 2011 and any guidance issued by the Secretary of State	Cabinet Members, The Audit and Standards Committee, other Committees depending on the implications of the Act; any other consultation as may be required by the legislation.	Cabinet; Full Council	Philip Tart Director of Corporate Resources (Phone: 01384 815300)
<b>0527</b> Corporate Resources	Monitoring and Review of Capital and Revenue Expenditure or Income	To consider issues which have a significant impact upon the Capital or Revenue Expenditure and/or Income of the Council including those issues arising from the	April 2012 - March 2013	Periodic and ad-hoc reports	Consultation appropriate to individual proposals.	Cabinet; Full Council	John Everson Technical Accountant, Corporate Resources (Phone: 01384-814806)

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		monitoring, review and implementation of the approved Revenue Budget and Capital Programme. [This is a standing item at each Cabinet meeting and the Decision Taker will be the Cabinet and then the Council, or individual members/officers in accordance with relevant delegations].					
<b>0575</b> Corporate Resources	Monitoring and Review of Capital and Revenue Expenditure or Income	To consider issues which have a significant impact upon the Capital or Revenue Expenditure and/or Income of the Council including those issues arising from the monitoring, review and implementation of the approved Revenue Budget and Capital Programme. [This is a standing item at each Cabinet meeting and the Decision Taker will be the Cabinet and then the Council, or individual members/officers in accordance with relevant delegations].	April 2013 - March 2014	Periodic and ad-hoc reports	Consultation appropriate to individual proposals.	Cabinet; Full Council	John Everson Technical Accountant, Corporate Resources (Phone: 01384-814806)
<b>0573</b> Corporate Resources	Repair and Maintenance Budget 2013/14	To approve the Repair and Maintenance budget's programme of expenditure for 2013/14.  To authorise the Director of Corporate Resources to establish a programme of works to make minor amendments to that programme and to add individual schemes to it during the course of the year, subject to available resources.  To authorise the Director of Corporate Resources to negotiate/extend/agree any contract necessary to facilitate the Council's Repair and Maintenance Procurement System.	Cabinet Member & Officer Mtg April 2013	Repairs and Maintenance Policy	The Corporate Property Group	Cllr Gaye Partridge	Paul Bickerdike Building Surveying Manager (Phone: 01384-814107)
<b>0586</b> Corporate Resources	Revenue Budget Strategy 2014/15	To consider the Revenue Budget Strategy for 2014/15 and future years.	June 2013 - February 2014	Report(s) of the Chief Executive,; Treasurer and Director of Corporate Resources	Public consultation - possible use of Citizen's Panel and Internet. Consultation with representatives of	Cabinet	Iain Newman Treasurer (Phone: 01384-814802)

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					the Non-Domestic Ratepayers.		
<b>0585</b> Corporate Resources	Review of Council Governance	To consider a review of the governance arrangements, in particular Scrutiny Committees.	Cabinet April 2013; Full Council Meeting May 2013	Recommendations from Scrutiny Chairs and Cabinet	All Members of the Council, Directorates via Corporate Board, Scrutiny Chairs and Cabinet Members.	Full Council	Philip Tart Director of Corporate Resources (Phone: 01384 815300)
<b>0587</b> Corporate Resources	Review of Housing Finance	To approve the revised Housing Revenue Account budgets for 2013/14 and updates to the 30 year Housing Revenue Account Business Plan. To approve the amendments to the Public Sector Housing Capital Programme for 2013/14 to 2017/18.	Cabinet June 2013		Corporate Board, Directorate of Adult, Community and Housing Services Senior Management Team. Corporate Resources (Finance).	Cabinet	Catherine Ludwig Housing Finance Manager, Directorate of Finance, ICT etc (Phone: 01384 815075)
<b>0529</b> Corporate Resources	Spending Projections 2012/13	To report details of the projected outturn for 2012/13 and to recommend amendments to the revenue budget, funded from General Balances if necessary.	April 2012 - March 2013	Report of the Treasurer	Council Directors	Full Council; Cabinet	Iain Newman Treasurer (Phone: 01384-814802)
<b>0576</b> Corporate Resources	Spending Projections 2013/14	To report details of the projected outturn for 2013/14 and to recommend amendments to the revenue budget, funded from General Balances if necessary.	April 2013 - March 2014	Report of the Treasurer	Council Directors	Cabinet; Full Council	Iain Newman Treasurer (Phone: 01384-814802)
<b>0569</b> Corporate Resources	Staffing Issues	To determine staffing issues in accordance with the Council's budget strategy, including applications for redundancy, premature retirements and the implementation of proposals affecting the staffing establishments of the Council's Directorates. Individual items will be considered in private session to avoid the disclosure of exempt information as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A to the Local Government Act 1972 relating to any individual or information which is likely to reveal the identity of an individual.	September 2012 - May 2013		Consultation with internal officers, employees affected and their representatives, depending on the nature of individual proposals.	Cabinet; Cllr Gaye Partridge	Teresa Reilly Assistant Director (Phone: 01384 814703)
<b>0528</b> Corporate Resources	Waiver of Contract Standing Orders	Waiver of Contract Standing Orders by the Cabinet Member for Finance in appropriate circumstances. Certain items will be considered in private session to avoid the disclosure of exempt information as	April 2012 - March 2013	Returned tender documents/Council's Standing Orders; Records; maintained by the Chief Executive; Reports/correspondence by	The Scheme of Delegation requires the Cabinet Member for Finance to consult the Treasurer. Where appropriate	Cllr Peter Lowe	Iain Newman Treasurer (Phone: 01384-814802)

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		defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 relating to the financial or business affairs of any particular person (including the authority).		the; Director of Corporate Resources	Stakeholders with an interest in the contract(s) will also be consulted as part of the contract evaluation exercise.		
<b>0577</b> Corporate Resources	Waiver of Contract Standing Orders	Waiver of Contract Standing Orders by the Cabinet Member for Finance in appropriate circumstances. Items will be considered in private session to avoid the disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 relating to the financial or business affairs of any particular person (including the authority).	April 2013 - March 2014	Returned tender documents/Council's Standing Orders; Records; maintained by the Chief Executive; Reports/correspondence by the; Director of Corporate Resources	The Scheme of Delegation requires the Cabinet Member for Finance to consult the Treasurer. Where appropriate Stakeholders with an interest in the contract(s) will also be consulted as part of the contract evaluation exercise.	Cllr Peter Lowe	Iain Newman Treasurer (Phone: 01384-814802)
<b>0578</b> Urban Environment	Dudley Local Enterprise Zone (LEZ)	To approve the management plan for the Dudley LEZ scheme.	Cabinet April 2013	Cabinet Report - Proposed Dudley Local Enterprise Zone - 14th March; 2012; Black Country Local Enterprise Partnership - Submission to DCLG; for a Black Country Enterprise Zone - August 2011	Consultation with property owners will be undertaken in December 2012. Consultation has taken place with the Dudley Business Group on the 19th December, 2012.	Cabinet	Phil Coyne Assistant Director, Economic Regeneration & Transportation (Phone: 4004)
<b>0583</b> Urban Environment	Establishment of the Black Country Local Transport Board	To consider the establishment of the Black Country Local Transport Board, Political representation, designation of accountable body and ratification of the associated major scheme assurance framework setting out governance and working arrangements.	Cabinet March 2013	Black Country Assurance Framework	Subject to normal Council protocols for consultation.	Cabinet	Martyn Holloway DUE
<b>0519</b> Urban Environment	Public Consultation - Draft Planning for Health Supplementary Planning Document	To approve the Draft Planning for Health Supplementary Planning Document for statutory public consultation.	Cabinet March 2013	Draft Planning for Health Supplementary Planning Document	Key internal officers and Cabinet Member for Regeneration. Draft document will be available to view prior to the Cabinet meeting.	Cabinet	Annette Roberts Directorate of the Urban Environment (Phone: 01384 - 814172)
<b>0561</b> Urban Environment	Public consultation on the Draft Green Belt Supplementary Planning Document	To approve the Draft Green Belt Supplementary Planning Document for statutory public consultation.	Cabinet June 2013	Draft Green Belt Supplementary Planning Document	Key internal officers and Cabinet Member for Regeneration. Draft document will be available to view prior to the Cabinet meeting.	Cabinet	Annette Roberts Directorate of the Urban Environment (Phone: 01384 - 814172)

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0544 Urban Environment	Public Consultation on the Draft Sustainable Buildings SPD	To approve the Draft Sustainable Buildings Supplementary Planning Document for statutory public consultation.	Cabinet June 2013	Draft Sustainable Buildings Supplementary Planning Document	Key internal officers and Cabinet Member for Regeneration. Draft document will be available to view prior to the Cabinet meeting.	Cabinet	Annette Roberts Directorate of the Urban Environment (Phone: 01384 - 814172)
0580 Urban Environment	West Midlands Local Transport Plan	Decision of the Cabinet Member for Transportation and Community Safety in accordance with the resolution of Cabinet at its meeting of 16th March 2011 to approve, in consultation with the Director of the Urban Environment, the distribution to headings of the West Midlands Local Transport Plan - Integrated Transport Block allocation for the financial year 2013/14.	Cabinet Member & Officer Mtg March 2013	Proposed capital programme allocations for the financial year 2013/14	Cabinet Member for Transportation and Community Safety, Shadow Member for Transportation and Community Safety and the Director of the Urban Environment.	Cllr Foster	Martyn Holloway DUE