

**Solihull Metropolitan Borough Council
Forward Plan MARCH 2019 - JUNE 2019**

(REGULATION 9, PUBLICITY IN CONNECTION WITH KEY DECISIONS, PUBLISHED IN ACCORDANCE WITH LOCAL AUTHORITY (EXECUTIVE ARRANGEMENTS) MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012. THIS NOTICE PROVIDES 28 DAYS' NOTICE OF THE DATE ON WHICH A KEY DECISION IS TO BE TAKEN.

The forward plan is a list of the Council's [key decisions](#) (see note below) that will be made over the next one to four months.

The plan includes a short description of the decision to be made; who will make it; when the decision will be taken; details of the planned consultation with local people and other stakeholders; and contact details for further information (including reports and background papers).

The membership of the [Cabinet](#) and contact details for portfolio holders are detailed below.

An agenda and reports for Cabinet meetings and Cabinet Member decision sessions will be published at least 5 working days before the decisions are to be made. Details and copies of documents relating to forthcoming decisions included in the Forward Plan can be obtained when available from the Council's [website](#) or by contacting the Democratic Services Team on 0121 704 6156 or visiting Solihull Connect, The Core, Theatre Square, Solihull B91 3RG

Portfolio Holder	Title	This is a Key Decision because	Purpose	Contact Officer	Decision Maker	Date of Decision	Ward(s) Affected	Representations	Relevant Documents
<u>CPH Resources and Delivering Value</u>									

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Portfolio Holder	Title	This is a Key Decision because	Purpose	Contact Officer	Decision Maker	Date of Decision	Ward(s) Affected	Representations	Relevant Documents
CPH Resources and Delivering Value	REVENUE AND CAPITAL MONITORING 2018/19 as at 31st December 2018	Key Decision	To inform the Cabinet Member of the Portfolio's latest forecast financial position as at the 31st December 2018 against Revenue and Capital budgets as detailed in Appendix A.	Lauren Beach lbeach@solihull.gov.uk	CPH Resources and Delivering Value	25 March 2019	All Wards		REVENUE AND CAPITAL MONITORING 2017/18 as at 31st December 2018 REVENUE AND CAPITAL MONITORING 2017/18 as at 31st December 2018
CPH Resources and Delivering Value	Update on Welfare Reform	Key Decision	To update on the Council's work around Welfare Reform.	Sally Babb sbabb@solihull.gov.uk	CPH Resources and Delivering Value	25 March 2019	All Wards		Update on Welfare Reform Update on Welfare Reform

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CPH Resources and Delivering Value	Debt Monitoring Report – Quarter 3 2018/19	Key Decision	To give a high level view of all debts owed to the Council and the action taken to recover these as at 31 December 2018.	Louise Lynch llynch@solihull.gov.uk	CPH Resources and Delivering Value	25 March 2019	All Wards		Debt Monitoring Report – Quarter 3 2018/19 Debt Monitoring Report – Quarter 3 2018/19
CPH Resources and Delivering Value	Discretionary Housing Payment Policy	Key Decision	The purpose of this report is to seek Cabinet Member for Resources & Delivering Value approval for Solihull Council's Discretionary Housing Payment Policy.	Joanne Robinson joanne.robinson@solihull.gov.uk	CPH Resources and Delivering Value	25 March 2019	All Wards		Discretionary Housing Payment Policy Discretionary Housing Payment Policy
CPH Resources and Delivering Value	Discretionary Crisis Fund Policy	Key Decision	The purpose of this report is to seek Cabinet Member for Resources and Delivering Value approval for Solihull Council's Discretionary Crisis Fund Policy.	Joanne Robinson joanne.robinson@solihull.gov.uk	CPH Resources and Delivering Value	25 March 2019	All Wards		Discretionary Crisis Fund Policy Discretionary Crisis Fund Policy

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Portfolio Holder	Title	This is a Key Decision because	Purpose	Contact Officer	Decision Maker	Date of Decision	Ward(s) Affected	Representations	Relevant Documents
CPH Resources and Delivering Value	Applications for Discretionary Rate Relief	Key Decision	To consider the applications for discretionary rate relief.	Louise Lynch llynch@solihull.gov.uk	CPH Resources and Delivering Value	25 March 2019	All Wards		Applications for Discretionary Rate Relief Applications for Discretionary Rate Relief
CPH Resources and Delivering Value	Hardship Relief Application	Non Key Decision	To consider an application for hardship relief.	Joanne Robinson joanne.robinson@solihull.gov.uk	CPH Resources and Delivering Value	25 March 2019	Bickenhill		Hardship Relief Application Hardship Relief Application
	Application for Hardship Relief	Non Key Decision		Joanne Robinson joanne.robinson@solihull.gov.uk	CPH Resources & Delivering Value Decision Session	25 March 2019	Bickenhill		
CPH Resources and Delivering Value	ICT Capital Project Update	Key Decision	To update the Cabinet Member on the current status of the Capital ICT Projects Programme and to seek permission from the Cabinet Member to allocate funds from the Capital ICT Projects Programme as detailed in the report.	Mike Slater mslater@solihull.gov.uk	CPH Resources and Delivering Value	25 March 2019	All Wards		ICT Capital Project Update ICT Capital Project Update

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<u>CPH Children Education and Skills</u>									
CPH Children, Education and Skills	Expansion of Adoption Central England (ACE)	Key Decision Wards	Cabinet Member is agree to extend the ACE partnership arrangement between Solihull MBC, Coventry City Council, Warwickshire County Council and Worcestershire County Council to include Herefordshire Council.	Frank McSheffrey fmcshreff@solihull.gov.uk	CPH Children, Education and Skills Decision Session CPH Children, Education and Skills	26 March 2019	All Wards	12 March 2019	Expansion of Adoption Central England (ACE) Expansion of Adoption Central England (ACE)

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Portfolio Holder	Title	This is a Key Decision because	Purpose	Contact Officer	Decision Maker	Date of Decision	Ward(s) Affected	Representations	Relevant Documents
CPH Children, Education and Skills	Response to Referred Notice of Motion from Council Regarding Period Poverty	Non Key Decision	<p>Cabinet Members response to the referred Notice of Motion from Council on the 5 February</p> <p>This Council notes that:</p> <ul style="list-style-type: none"> • A survey by Plan International UK found that 1 in 10 girls had been unable to afford sanitary products; • 56% of girls said they would rather be bullied at school than talk to their parents about periods; • This is particularly problematic for girls from low-income families who see their parents struggling to make ends meet and feel reluctant to ask them to add sanitary products to the weekly shop; • In many cases, as a result, they may lose a significant number of days of schooling; • Regrettably, even women in low-income employment are sometimes unable to afford such products when struggling to meet household bills and feed their families; • Ironically, only female prisoners have a statutory right to access free sanitary products. <p>Council believes that, in a country as wealthy as Britain,</p>	<p>Ian Mather, Phil Leivers</p> <p>ijmather@icloud.com, pleivers@solihull.gov.uk</p>	<p>CPH Children, Education and Skills Decision Session</p> <p>CPH Children, Education and Skills</p>	26 March 2019	All Wards	11 March 2019	<p>Response to Referred Notice of Motion from Council Regarding Period Poverty</p> <p>Response to Referred Notice of Motion from Council Regarding Period Poverty</p>

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Portfolio Holder	Title	This is a Key Decision because	Purpose	Contact Officer	Decision Maker	Date of Decision	Ward(s) Affected	Representations	Relevant Documents
CPH Children, Education and Skills	Proposal to Close Auckland Education Centre	Key Decision Wards	To update the Cabinet Member on the outcome of the consultation on a proposal to close Auckland Education Centre and consider whether to move to the next stage of the process and seek permission from the Secretary of State on the closure of the provision.	Ann Pearson annpearson@solihull.gov.uk	CPH Children, Education and Skills Decision Session CPH Children, Education and Skills	26 March 2019	All Wards	11/03/2019	Auckland Education Centre Auckland Education Centre
CPH Children, Education and Skills	Proposal to alter the age range of Ulverley Primary School	Non Key Decision	To seek approval, on behalf of the Governing Body of Ulverley Primary School, to publish a statutory proposal to extend the lower age range of the school to include 2 year olds.	Ann Pearson annpearson@solihull.gov.uk	CPH Children, Education and Skills Decision Session CPH Children, Education and Skills	26 March 2019	Lyndon	11 March 2019	Proposal to alter the age range of Ulverley Primary School Proposal to alter the age range of Ulverley Primary School

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CPH Children, Education and Skills	The Realignment of Early help with Children's Social Work Services	Key Decision Wards	To update the lead member on the developments with ENGAGE and the creation of the new Family Support service. The relevant Scrutiny Chairman was consulted regarding this item going forward given it is a key decision and was not published with 28 days notice. The Chairman agreed the item could be progressed.	Frank McSheffrey fmcshreff@solihull.gov.uk	CPH Children, Education and Skills	26 March 2019	All Wards	18 March 2019	The Realignment of Early help with Children's Social Work Services The Realignment of Early help with Children's Social Work Services
<u>CPH Leisure, Tourism & Sport</u>									
CPH Leisure, Tourism & Sport	Revenue & Capital Monitoring Qtr 3	Non Key Decision	To report the quarterly revenue and capital position for 2018/19, and report future 3 year pressures for the Cabinet	Lucy Lee llee@solihull.gov.uk	CPH Leisure, Tourism & Sport	21 March 2019	All Wards	8 January 2019	Revenue & Capital Monitoring Qtr 3 Revenue & Capital Monitoring Qtr 3

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CPH Leisure, Tourism & Sport	Solihull Wheels for All	Key Decision substantive changes to a service	To seek the approval from the Cabinet Member on the transition of Solihull Wheels for All to Charity status.	Nick Garnet, Sadie Walker ngarnett@solihull.gov.uk, sadiewalker@solihull.gov.uk	CPH Leisure, Tourism & Sport	21 March 2019	All Wards		Solihull Wheels for All Solihull Wheels for All
CPH Leisure, Tourism & Sport	Task and Finish (Library Service Proposals)	Key Decision substantive changes to a service	To request approval to bring library operating hours more in line with the current demand.	Emma Mayhew emayhew@solihull.gov.uk	CPH Leisure, Tourism & Sport	21 March 2019	All Wards		Task and Finish (Library Service Proposals) Task and Finish (Library Service Proposals)
CPH Leisure, Tourism & Sport	Dickens Heath Community Facility	Key Decision	To report to Cabinet Member on the usage, revenue and governance plan for the proposed Dickens Heath Community Facility.	Chris Barr chbarr@solihull.gov.uk	CPH Leisure, Tourism & Sport	21 March 2019	Blythe		Dickens Heath Community Facility Dickens Heath Community Facility
<u>CPH Managed Growth</u>									

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CPH Managed Growth	Revenue and Capital Monitoring 2018/2019 as at 31 December 2018	Key Decision	To inform the Cabinet Member of the Portfolio's latest forecast financial position as at the 31st December 2018 against Revenue and Capital budgets as detailed in the Appendices	Jon Illingworth jon.illingworth@solihull.gov.uk	CPH Managed Growth	19 March 2019	All Wards	12 March 2019	Revenue and Capital Monitoring 2018/2019 as at 31 December 2018 Revenue and Capital Monitoring 2018/2019 as at 31 December 2018
CPH Managed Growth	Strengthening the Delivery of and Access to Housing	Non Key Decision	To review progress against the approved Action Plan for strengthening the delivery of and access to housing and approve amendments to the Plan.	John Pitcher jpitcher@solihull.gov.uk	CPH Managed Growth	19 March 2019	All Wards		Strengthening the Delivery of and Access to Housing Strengthening the Delivery of and Access to Housing

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Portfolio Holder	Title	This is a Key Decision because	Purpose	Contact Officer	Decision Maker	Date of Decision	Ward(s) Affected	Representations	Relevant Documents
CPH Managed Growth	Housing Delivery Test and Five Year Land Supply	Non Key Decision	To note the result of the Housing Delivery Test and to endorse the Council's position on the Five Year Land Supply.	Gary Palmer gpalmer@solihull.gov.uk	CPH Managed Growth	19 March 2019	All Wards		Housing Delivery Test and Five Year Land Supply Housing Delivery Test and Five Year Land Supply
<u>CPH Stronger Communities and Partnerships</u>									
CPH Stronger Communities & Partnerships	Working with the Voluntary & Community Sector - Update	Key Decision Wards	To provide an update on the development of the Joint Investment Strategy with the Voluntary and community sector.	Sara Rooney srooney@solihull.gov.uk	CPH Stronger Communities & Partnerships	20 March 2019	All Wards		Working with the Voluntary & Community Sector - Update Working with the Voluntary & Community Sector - Update

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CPH Stronger Communities & Partnerships	Revenue & Capital Monitoring Quarter 3 (Stronger Communities and Partnerships)	Key Decision	To inform the Cabinet Member of the Portfolio's financial position as at the end of Qtr , highlighting any areas of concern and actions being taken to contain expenditure within the approved budget for 2017/18.	Lucy Lee llee@solihull.gov.uk	CPH Stronger Communities & Partnerships	20 March 2019	All Wards		Revenue & Capital Monitoring Quarter 3 (Stronger Communities and Partnerships) Revenue & Capital Monitoring Quarter 3 (Stronger Communities and Partnerships)
CPH Stronger Communities & Partnerships	Extension to Woodlands Cemetery	Key Decision	To provide Cabinet with options regarding the extension to Woodlands Cemetery	Julie Williams jdwilliams@solihull.gov.uk	CPH Stronger Communities & Partnerships	29 May 2019	All Wards		Extension to Woodlands Cemetery Extension to Woodlands Cemetery

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CPH Stronger Communities & Partnerships	Review of Solihull Connect Operating Hours	Key Decision substantive changes to a service	To request approval to amend Solihull Connect walk in service and contact centre operating hours to align to customer demand and provide a more cost effective service.	Emma Mayhew emayhew@soli.hull.gov.uk	CPH Stronger Communities & Partnerships	29 May 2019	All Wards		Review of Solihull Connect Operating Hours Review of Solihull Connect Operating Hours
CPH Stronger Communities & Partnerships	Introduction of a Policy for Public Funerals	Key Decision	To request approval for the introduction of a Policy for Public Funerals	Julie Williams jdwilliams@soli.hull.gov.uk	CPH Stronger Communities & Partnerships	29 May 2019	All Wards		Introduction of a Policy for Public Funerals Introduction of a Policy for Public Funerals
CPH Managed Growth	Neighbourhood Management Ward Action Plans	Key Decision Wards	To consider the outcomes of the Neighbourhood Management Ward Action Plans for the three years 2016-2019 and to seek approval for new Ward Action Plans for the three years 2019-2022	Kathryn Hemmings kathrynhemmings@soli.hull.gov.uk	CPH Stronger Communities & Partnerships	29 May 2019	All Wards		Neighbourhood Management Ward Action Plans Neighbourhood Management Ward Action Plans
<u>CPH Adult Social Care and Health</u>									

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<u>CPH Transport and Highways</u>									
CPH Transport and Highways	Contract Award for Traffic Signals and Intelligent Transportation Equipment Maintenance	Key Decision	To detail the outcomes of the tender process for the new Traffic Signals and Intelligent Transportation Equipment Maintenance and to seek approval to award to the preferred contractor.	Paul Tovey ptovey@solihull.gov.uk	CPH Transport and Highways	28 March 2019	All Wards		Contract Award for Traffic Signals and Intelligent Transportation Equipment Maintenance Contract Award for Traffic Signals and Intelligent Transportation Equipment Maintenance
CPH Transport and Highways	Highway Works Permit Scheme - 6 Month Review	Non Key Decision	To provide the cabinet member with an update on progress over the first 6 months following the introduction of the new highway works permit scheme for the borough known as the SOLIHULL PERMIT SCHEME.	David Keane dkeane@solihull.gov.uk	CPH Transport and Highways	28 March 2019	All Wards		Highway Works Permit Scheme - 6 Month Review Highway Works Permit Scheme - 6 Month Review

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CPH Transport and Highways	Petition Summary (March 2019)	Non Key Decision	To update and inform the Cabinet Member of Petitions Received by Highway Services	Ashley Prior ashley.prior@solihull.gov.uk	CPH Transport and Highways	28 March 2019	All Wards		Petition Summary (July 2018) Petition Summary (July 2018)
CPH Transport and Highways	HS2 Schedule 4 applications update	Key Decision Wards	1. To update cabinet member on the progress against HS2's minor schedule 4 applications as per the previous cabinet decision. 2. To consider a Schedule 4 major application for works around the new station site.	Ashley Prior ashley.prior@solihull.gov.uk	CPH Transport and Highways	28 March 2019	All Wards		HS2 Schedule 4 applications update HS2 Schedule 4 applications update
CPH Transport and Highways	Revenue & Capital Monitoring Quarter 3 (Transport and Highways)	Key Decision	To inform the Cabinet Member of the Portfolio's financial position as at the end of Qtr , highlighting any areas of concern and actions being taken to contain expenditure within the approved budget for 2018/19.	Lucy Lee llee@solihull.gov.uk	CPH Transport and Highways	28 March 2019	All Wards		Revenue & Capital Monitoring Quarter 2 (Transport and Highways) Revenue & Capital Monitoring Quarter 2 (Transport and Highways)

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CPH Transport and Highways	Roadside Memorials Policy Review 2019	Key Decision Wards	This report reviews the Council's policy on roadside memorials and proposes amendments based on current circumstances.	Kathryn Hemmings kathrynhemings@solihull.gov.uk	CPH Transport and Highways	28 March 2019	All Wards		Roadside Memorials Policy Review 2019 Roadside Memorials Policy Review 2019
<u>CPH Environment and Housing</u>									
CPH Environment and Housing	Solihull Youth Hub and Young People's Accommodation	Key Decision Wards	To present the outcome of an evaluation of the Solihull Youth Hub with recommendations for its future and recommend arrangements for the future provision of supported accommodation for young people.	George Daley gdaley@solihull.gov.uk	CPH Environment and Housing	27 March 2019	All Wards		Solihull Youth Hub and Young People's Accommodation Solihull Youth Hub and Young People's Accommodation

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CPH Environment and Housing	Revenue & Capital Monitoring Quarter 3 (Environment and Housing)	Key Decision	To inform the Cabinet Member of the Portfolio's financial position as at the end of Qtr , highlighting any areas of concern and actions being taken to contain expenditure within the approved budget for 2018/19.	Lucy Lee llee@solihull.gov.uk	CPH Environment and Housing	27 March 2019	All Wards		Revenue & Capital Monitoring Quarter 3 (Environment and Housing) Revenue & Capital Monitoring Quarter 3 (Environment and Housing)
CPH Environment and Housing	Do It Yourself Shared Ownership Scheme	Key Decision	To approve a 'Do It Yourself Shared Ownership' (DIYSO) pilot scheme.	John Pitcher jpitcher@solihull.gov.uk	CPH Environment and Housing	27 March 2019	All Wards		Do It Yourself Shared Ownership Scheme Do It Yourself Shared Ownership Scheme
CPH Environment and Housing	Empty Homes Strategy	Non Key Decision	To note progress in returning empty properties to residential use and to consider a draft strategy for 2018/21 (dates tbc) for approval	George Daley gdaley@solihull.gov.uk	CPH Environment and Housing	27 March 2019	All Wards		Empty Homes Strategy Empty Homes Strategy

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CPH Environment and Housing	Strengthening the Delivery of and Access to Housing	Non Key Decision	To review progress against the approved Action Plan and approve any changes to the Plan.	John Pitcher jpitcher@solihull.gov.uk	CPH Environment and Housing	27 March 2019	All Wards		Strengthening the Delivery of and Access to Housing Strengthening the Delivery of and Access to Housing
CPH Environment and Housing	Solihull Community Housing Delivery Plan	Key Decision Wards	To approve the 2019-20 Solihull Community Housing Delivery Plan.	George Daley gdaley@solihull.gov.uk	CPH Environment and Housing	27 March 2019	All Wards		Solihull Community Housing Delivery Plan Solihull Community Housing Delivery Plan
CPH Environment and Housing	Housing Capital Programme	Key Decision Wards	To approve the 2019-20 Housing Capital Programme.	Samantha Gilbert sgilbert@solihull.gov.uk	CPH Environment and Housing	27 March 2019	All Wards		Housing Capital Programme Housing Capital Programme

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CPH Environment and Housing	Homelessness Strategy	Key Decision Wards	To approve the 2019-20 Homelessness Strategy. To also recommend arrangements for carrying out statutory reviews of housing decisions from April 2019.	George Daley gdaley@solihull.gov.uk	CPH Environment and Housing	27 March 2019	All Wards		Homelessness Strategy Homelessness Strategy
<u>Cabinet</u>									
CPH Leader	Town Centre Property Assets & Redevelopment Strategy	Key Decision	To update Cabinet on the the Town Centre development proposals.	Sarah Comley, David Harris, Andrew Kinsey sarahcomley@solihull.gov.uk, david.harris@solihull.gov.uk, akinsey@solihull.gov.uk	Cabinet	7 March 2019	St Alphege		Town Centre Redevelopment Strategy
CPH Leader	Solihull Town Centre & Touchwood update	Key Decision	To update Cabinet on the progress with Touchwood extension.	Andrew Kinsey akinsey@solihull.gov.uk	Cabinet	7 March 2019	St Alphege		Solihull Town Centre & Touchwood update

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CPH Managed Growth	Economic Conditions- Annual Investment Review 2018/2019	Non Key Decision	To update Cabinet on economic conditions in Solihull and local action in response	Jon Lander, Rachel Westwood rwestwood@solihull.gov.uk	Cabinet	11 April 2019	All Wards		Economic Conditions- Annual Investment Review 2018/2019
CPH Managed Growth	Solihull Green Prospectus - 6 Monthly Review of Progress	Non Key Decision	To consider progress of the Council's Green Prospectus	David Biss dbiss@solihull.gov.uk	Cabinet	11 April 2019	All Wards		Solihull Green Prospectus - 6 Monthly Review of Progress Solihull Green Prospectus - 6 Monthly Review of Progress
CPH Leader	North Solihull Regeneration - future arrangements	Key Decision Wards	To seek Cabinet approval to the terms outlined in this report.	Martin Clayton mclayton@solihull.gov.uk	Cabinet	11 April 2019	All Wards		North Solihull Regeneration - future arrangements

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CPH Leader	North Solihull Regeneration - future arrangements	Key Decision Wards	To seek Cabinet approval to the terms outlined in this report.	David Harris, Martin Clayton david.harris@solihull.gov.uk, mclayton@solihull.gov.uk	Cabinet	11 April 2019	All Wards		North Solihull Regeneration
CPH Managed Growth	Knowle, Dorridge and Bentley Heath Neighbourhood Plan Referendum Result	Non Key Decision	To seek agreement that the Knowle, Dorridge and Bentley Heath Neighbourhood Plan can be 'made'	Emma Tinsley-Evans etinsley@solihull.gov.uk	Cabinet	11 April 2019	Dorridge & Hockley Heath; Knowle		Knowle, Dorridge and Bentley Heath Neighbourhood Plan Referendum Result
CPH Leader	Land at Damson Parkway	Key Decision	To receive an update on the development at Damson Parkway.	Martin Clayton, Andrew Kinsey mclayton@solihull.gov.uk, akinsey@solihull.gov.uk	Cabinet	11 April 2019	Elmdon		Land at Damson Parkway

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Membership

Councillor Bob Sleigh OBE - Leader of the Council

Councillor Ian Courts - Managed Growth Portfolio

Councillor Tony Diccio - Environment and Housing Portfolio

Councillor Karen Grinsell - Adult Social Care & Health Portfolio

Councillor Robert Hulland - Resources and Delivering Value Portfolio

Councillor Ken Meeson - Children, Education & Skills Portfolio

Councillor Ted Richards OBE - Transport & Highways Portfolio

Councillor Alison Rolf – Stronger Communities & Partnerships Portfolio

Councillor Joe Tildesley – Leisure, Tourism and Sport Portfolio

Councillor James Burn – Green Group Leader (Non-voting member)

Councillor Glenis Slater – Liberal Democrat Group Leader (Non-voting member)

Notes

A – Key decisions are defined as:-

(a) Any decision in relation to an executive function which results in the council incurring expenditure which is, or the making of savings which are, significant having regard to

the council's budget for the service or function concerned. A threshold of £500,000 is regarded as significant.

(b) Any other decision which in the opinion of the monitoring officer is likely to be significant in terms of its effect on:

* two or more wards or electoral divisions

* one ward (unless the number of those affected is very small or it is impractical to treat this as a key decision)

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and having regard to:

* the strategic nature of the decision

* whether the outcome will have an impact, for a better or worse, on the amenity of the community or quality of service provided by the authority to a significant number of people living or working in the locality affected.

(c) Any substantive decision made by the cabinet to bring forward proposals to council to amend the policy framework (not being subject to call-in).

(d) Any substantive decision made by the cabinet to amend the policy framework where council has granted the cabinet power to do so (being subject to call-in).

B – Expected exemption class:-

a) For items identified as 'exempt', it is anticipated that the report will contain exempt (confidential) information. In these circumstances, notice is served in accordance with Part 2, Section 5(2) (Procedures prior to private meetings) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that consideration of this item may take place in private because the report may contain exempt information if and so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

C – Background Papers are defined as:-

Those documents (not including draft documents) other than published works, that:

a. relate to the subject matter of the report or, as the case may be, the part of the report; and

b. in the opinion of the proper officer:

(i) disclose any facts or matters on which the report or an important part of the report is based; and

(ii) were relied on to a material extent in preparing the report.

Copies of background papers may be inspected on the council's website and at the customer services centres, during their normal opening hours, at:

The Core

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Theatre Square
Solihull
B91 3RG

Other documents relevant to the decision may be submitted to the decision maker. Copies of these may be inspected on the council's website and at the customer services centres above.