

**Solihull Metropolitan Borough Council
Forward Plan JUNE 2019 - SEPTEMBER 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>									
CPH Resources and Delivering Value	Quarterly Debt Monitoring report - Year End Position 2018/19	Key Decision Wards	To give the Cabinet Member for Resources and Delivering Value a high level view of all debts owed to the Council and the action taken to recover these as at 31 March 2019. This includes the debts we have been unable to recover and need to be written off.	Louise Lynch, Joanne Robinson llynch@solihull.gov.uk, joanne.robinson@solihull.gov.uk	CPH Resources and Delivering Value	28 May 2019	All Wards		Quarterly Debt Monitoring report - Year End Position 2018/19 Quarterly Debt Monitoring report - Year End Position 2018/19

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CPH Resources and Delivering Value	Risk Based Verification Policy Review	Non Key Decision	To seek approval to withdraw Risk Based Verification from the assessment process for new Housing Benefit and Local Council Tax Reduction claims and changes in circumstances.	Joanne Robinson joanne.robinson@solihull.gov.uk	CPH Resources and Delivering Value	28 May 2019	All Wards		Risk Based Verification Policy Review Risk Based Verification Policy Review
<u>CPH Children Education and Skills</u>									
CPH Children, Education and Skills	School Bus Contract	Key Decision Wards	School bus contract renewal and confirmation of routes	Lois Brough, Steve Fenton lbrough@solihull.gov.uk, sfenton@solihull.gov.uk	CPH Children, Education and Skills	23 May 2019	All Wards	13 May 2019	School Bus Contract School Bus Contract
CPH Children, Education and Skills	School Transport Policies	Key Decision Wards	Home to school travel assistance policy for reception to year 11 - approval of updates Post-16 travel policy statement - approval of annual statement.	Steve Fenton, Lois Brough sfenton@solihull.gov.uk, lbrough@solihull.gov.uk	CPH Children, Education and Skills	23 May 2019	All Wards	13 May 2019	School Transport Policies School Transport Policies
<u>CPH Leisure, Tourism & Sport</u>									
<u>CPH Managed Growth</u>									

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<u>CPH Stronger Communities and Partnerships</u>									
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	31 July 2019	All Wards		Extension to Woodlands Cemetery Extension to Woodlands Cemetery
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@solihull.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	The Animal Welfare Regulations 2018 - fee setting	Key Decision	To approve the fees for Animal Activities Licences under the Animal Welfare Regulations 2018	Caroline Naven cnaven@solihull.gov.uk	CPH Stronger Communities & Partnerships	29 May 2019	All Wards		The Animal Welfare Regulations 2018 - fee setting The Animal Welfare Regulations 2018 - fee setting

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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@solihull.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@solihull.gov.uk	CPH Stronger Communities & Partnerships	29 May 2019	All Wards		Neighbourhood Management Ward Action Plans Neighbourhood Management Ward Action Plans
CPH Stronger Communities & Partnerships	Review of the Bereavement Services 10 Year Strategy	Key Decision	To provide Cabinet with an update on the Bereavement Services 10 year strategy.	Emma Mayhew emayhew@solihull.gov.uk	CPH Stronger Communities & Partnerships	29 May 2019	All Wards		Review of the Bereavement Services 10 Year Strategy Review of the Bereavement Services 10 Year Strategy

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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@solihull.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	Annual report for the Solihull Anti-Social Behaviour Service	Key Decision Wards	To inform the Cabinet Member of the performance and outcomes for the Solihull ASB service that is provided to all Solihull Borough Residents by Solihull Community Housing. The relevant Scrutiny Chairman has agreed to allow this to be placed on the Forward Plan, despite missing the 28 days notice for a key decision.	Surjit Balu surjitbalu@solihullcommunityhousing.org.uk	CPH Stronger Communities & Partnerships	31 July 2019	All Wards		Annual report for the Solihull Anti-Social Behaviour Service Annual report for the Solihull Anti-Social Behaviour Service
CPH Stronger Communities & Partnerships	Memorial Safety Policy	Key Decision	To provide Cabinet with a review to the Bereavement Services Memorial Safety Policy and future programme of works	Emma Mayhew emayhew@solihull.gov.uk	CPH Stronger Communities & Partnerships	31 July 2019	All Wards		Memorial Safety Policy Memorial Safety Policy
<u>CPH Adult Social Care and Health</u>									

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CPH Adult Social Care and Health	Director of Public Health Annual Report	Non Key Decision	To provide the CPH for Health and Adult Care Support with the Director of Public Health Annual Report for information	Ruth Tennant ruthtennant71@hotmail.com	CPH Adult Social Care and Health	26 June 2019	All Wards		Director of Public Health Annual Report Director of Public Health Annual Report
CPH Adult Social Care and Health	Introduction of a Supported Living Framework	Key Decision	To presented the proposals for introducing a supported living framework of approval	Jane Roadknight, Karen Murphy, Michael Glynn jane.roadknight@solihull.gov.uk, karenmurphy@solihull.gov.uk, michael.glynn@solihull.gov.uk	CPH Adult Social Care and Health	30 July 2019	All Wards		Introduction of a Supported Living Framework Introduction of a Supported Living Framework
<u>CPH Transport and Highways</u>									

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CPH Transport and Highways	School Streets Phase 2 - Site Review and Prioritisation.	Key Decision Wards	To provide the cabinet member with a further update on the ongoing performance of the School Streets project and to approve which, if any, locations should be progressed as part of phase two of the scheme, scheduled for September 2019.	Ashley Prior ashley.prior@solihull.gov.uk	CPH Transport and Highways	11 July 2019	All Wards		School Streets Phase 2 - Site Review and Prioritisation. School Streets Phase 2 - Site Review and Prioritisation.
CPH Transport and Highways	Highway Network Road Classification Review	Non Key Decision	To Review The Hierarchy Of Road Classifications In The Borough With The Intention To Identify And Correct Gaps And Inconsistency With The Existing Classification In Order To Aid The Authority In Undertaking Its Network Management Duties In Line With The Tma 2004.	David Keaney dkeaney@solihull.gov.uk	CPH Transport and Highways	11 July 2019	All Wards		Highway Network Road Classification Review Highway Network Road Classification Review
CPH Transport and Highways	TRO (Traffic Regulation Order) Priorities	Non Key Decision	To provide Cabinet Member with an update on the progress of the Traffic Regulation Order (TRO) programme and agree priorities for 2018/19.	David Keaney dkeaney@solihull.gov.uk	CPH Transport and Highways	7 November 2019	All Wards		TRO (Traffic Regulation Order) Priorities TRO (Traffic Regulation Order) Priorities

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<u>CPH Environment and Housing</u>									
CPH Environment and Housing	Notice of Motion	Key Decision	To consider a notice of motion referred from Council on 28 February 2019.	David Biss dbiss@solihull.gov.uk	CPH Environment and Housing	21 May 2019	All Wards		Notice of Motion Notice of Motion
CPH Environment and Housing	Forestry Strategy Review	Key Decision Wards	To approve the reviewed Solihull Urban forestry Strategy.	Chris Barr chbarr@solihull.gov.uk	CPH Environment and Housing	21 May 2019			Forestry Strategy Review Forestry Strategy Review
<u>Cabinet</u>									
CPH Managed Growth	Solihull BID Business Plan & Proposal for Bid Term 3	Key Decision	To seek approval of the proposal for Solihull BID to progress to ballot for a third term	Perry Wardle perry.wardle@solihull.gov.uk	Cabinet	13 June 2019	St Alphege		Solihull BID Business Plan & Proposal for Bid Term 3
CPH Leader	UKC Funding Strategy	Key Decision	To agree a future funding strategy for the UKC Programme.	Joanne Foley joanne.foley@solihull.gov.uk	Cabinet	13 June 2019	All Wards		UKC Funding Strategy

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CPH Leader	Council Tax Reduction Scheme 2020/21 & Council Tax Discount for Solihull Care Leavers	Key Decision	The purpose of this report is to provide an update on Solihull Council's Council Tax Reduction Scheme from April 2020 and to provide an update on options available to award a Council Tax discount for Solihull Care Leavers.	Joanne Robinson joanne.robinson@solihull.gov.uk	Cabinet	13 June 2019	All Wards		Council Tax Reduction Scheme 2020/21 & Council Tax Discount for Solihull Care Leavers
CPH Leader	ANNUAL RISK MANAGEMENT REPORT	Key Decision Wards	The purpose of this report is to provide Cabinet with an annual update on the Council's strategic risk register.	Jane Tattam jtattam@solihull.gov.uk	Cabinet	13 June 2019	All Wards		ANNUAL RISK MANAGEMENT REPORT
CPH Leader	Social Value Policy update	Key Decision	Cabinet to consider and agree the revisions to the Social Value Policy.	Liz Welton ewelton@solihull.gov.uk	Cabinet	13 June 2019	All Wards		Social Value Policy update

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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.