



TAMWORTH BOROUGH COUNCIL

FORWARD PLAN

Executive and Key Decisions for the period 1 September 2011 - 31 December 2011

*Published by Denise Watts
01827 709267*

Corp. Mgt. Team	Decision to be taken by/Date	Key Decision	Subject	Portfolio and Contact Officer details/Author	Principal Groups & Organisations proposed to be consulted prior to making the decision and the means of consultation	Background Papers (<i>All Papers are available for inspection via the Contact Officer</i>)
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	<p>Council 13/09/11</p>	<p>Yes</p>	<p>ANNUAL REPORT ON THE TREASURY MANAGEMENT SERVICE AND ACTUAL PRUDENTIAL INDICATORS 2010/11 The Annual Treasury report is a requirement of the Council's reporting procedures. It covers the Treasury activity for 2010/11, and the actual Prudential Indicators for 2010/11. The report meets the requirements of both the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities. The Council is required to comply with both Codes in accordance with Regulations issued under the Local Government Act 2003.</p>	<p>Portfolio Holder for Corporate Services & Assets Phil Thomas Financial Controller phil-thomas@tamworth.gov.uk</p>	<p>None None</p>	<p>Council for ANNUAL REPORT ON THE TREASURY MANAGEMENT SERVICE AND ACTUAL PRUDENTIAL INDICATORS 2010/11</p>
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	Cabinet 21/09/11	Yes	Management & Investment Priorities for Garage Sites To endorse the investment and management options for each landlord services garage site in relation to the development of affordable housing; retention and/or change of use.	Portfolio Holder for the Quality of Life Tina Mustafa Housing Operations Manager tina-mustafa@tamworth.gov.uk	Seperate Communications Plan for stakeholders including tenants Tenants, Members, RPs and developers	Cabinet Report for Management & Investment Priorities for Garage Sites
	Cabinet 21/09/11	Yes	Landlord Services Co-regulation and requirement for the Tenants Services Authority To set out the inspection and regulatory arrangements for Landlord Services inspection 2011-2012	Portfolio Holder for the Quality of Life Tina Mustafa Housing Operations Manager tina-mustafa@tamworth.gov.uk	Tenants Services Authority, Tenant Consultative Group and wider stakeholders	Cabinet Report for Landlord Services Co-regulation and requirement for the Tenants Services Authority
	Cabinet 21/09/11	Yes	Housing & Health Strategy	Portfolio Holder for the Quality of Life		Cabinet Report for Housing & Health Strategy

	Cabinet 21/09/11	No	Quarter 1 2010/11 Performance Report Quarter 1 2010/11 Performance Report	Leader of the Council John Day Corporate Performance Officer john- day@tamworth.gov.uk		Committee Report for Quarter 1 2010/11 Performance Report
	Cabinet 21/09/11	Yes	Council Housing Finance Reform To update Cabinet on implementation of Council Housing Finance Reform. To agree key issues regarding the development of a long term HRA Busienss Plan	Portfolio Holder for the Quality of Life Rob Barnes Deputy Director (Housing and Health) rob- barnes@tamworth.gov.u k		Committee Report for Council Housing Finance Reform
	Cabinet 21/09/11	Yes	Tamworth and Lichfield Economic Strategy	Portfolio Holder for Economic Development and Enterprise James Roberts Economic Development and Enterprise Manager James- Roberts@tamworth.gov. uk		Cabinet Report for Tamworth and Lichfield Economic Strategy

	Cabinet 21/09/11	Yes	Charges for Legal Work It is proposed that this Council implement charging for certain areas of legal work carried out at the request of third parties.	Portfolio Holder for Corporate Services & Assets Mary Gallagher Legal and Democratic Services Manager mary-gallagher@tamworth.gov.uk	None undertaken None applicable	Cabinet Report for Charges for Legal Work
	Cabinet 21/09/11	No	Budget and Medium Term Financial Planning Process To seek agreement to the proposed budget and medium term financial planning process for General Fund and the Housing Revenue Account for 2012/13	Leader of the Council Phil Thomas Financial Controller phil-thomas@tamworth.gov.uk	Budget Consultation proposals agreed at Budget Review Group on 11th August 2011 CMT Budget Review Group	Cabinet Report for Budget and Medium Term Financial Planning Process

	Cabinet 21/09/11	Yes	Local Authority Mortgage Rate for Mortgages granted Under Housing Act, 1985 The purpose of this report is in accordance with section 438 of the Housing Act 1985 to make the statutory declaration of the local authority mortgage interest rate from 1 October 2011	Portfolio Holder for Corporate Services & Assets Michael Buckland Head of Revenues michael- buckland@tamworth.gov. uk		Cabinet Report for Local Authority Mortgage Rate for Mortgages granted Under Housing Act, 1985
	Cabinet 21/09/11	Yes	Revised Financial Assistance Policy and Empty Homes Policy To seek Cabinet Approval for the revised Financial Assistance Policy To seek Cabinet Approval for the Empty Homes Policy	Portfolio Holder for the Quality of Life Steve Pointon, Claire Keeling Housing Strategy Manager stephen- pointon@tamworth.gov.u k, claire- keeling@tamworth.gov.u k		Cabinet Report for Revised Financial Assistance Policy and Empty Homes Policy

	Cabinet 13/10/11	Yes	<p>Locality Working Review</p> <ul style="list-style-type: none"> • To reflect on work to date, identify motivators and barriers in an effort to maintain progress in the multi-agency approach in Tamworth. • To review the original aims of the Locality Working (LW) programme and reflect on activity to date. 	<p>Leader of the Council Peter Smith Community Development Manager peter-smith@tamworth.gov.uk</p>		<p>Cabinet Report for Locality Working Review</p>
	Cabinet 13/10/11	Yes	<p>Building Control Partnership</p> <p>To seek approval to amend the partnership arrangements and partnership agreement</p>	<p>S Claymore Matthew Bowers Head of Strategic Planning and Development matthew-bowers@tamworth.gov.uk</p>		<p>Committee Report for Building Control Partnership</p>

	Cabinet 13/10/11	Yes	Impact of Supporting People Funding on Landlord Sheltered Housing Services To set out the options for responding to the financial impact of county wide spending on sheltered housing services.	Portfolio Holder for the Quality of Life Tina Mustafa Housing Operations Manager tina-mustafa@tamworth.gov.uk	This was previously scheduled for September 2011, but we are still awaiting formal notification from the County on financial changes although preparations and notifications have been verbally updated and started.	Cabinet Report for Impact of Supporting People Funding on Landlord Sheltered Housing Services
	Cabinet 13/10/11	Yes	Landlord Service Charge Policy 2011/12 To set out the framework for administering service charges from April 2012 and for members to agree implementation phases and proposals.	Portfolio Holder for the Quality of Life Tina Mustafa Housing Operations Manager tina-mustafa@tamworth.gov.uk	Separate Consultation Plan concurrent to Tenancy Agreement and Service Charges in place	Cabinet Report for Landlord Service Charge Policy 2011/12
	Cabinet 13/10/11	No	Budget Consultation To inform Cabinet of the consultation undertaken with residents, tenants, businesses and the voluntary sector to feed into the budget setting process.	Leader of the Council John Day Corporate Performance Officer john-day@tamworth.gov.uk	Residents, tenants, businesses, and local voluntary groups through focus groups and an online survey. Focus groups with residents, tenants, and third sector representatives Local Businesses	Cabinet Report for Budget Consultation

	Cabinet 13/10/11	Yes	WRITE OFFS 01/07/2011 – 30/09/2011 To provide members with details of write offs from 01 July 2011 to 30 September 2011	Portfolio Holder for Corporate Services & Assets Michael Buckland Head of Revenues michael- buckland@tamworth.gov. uk		Cabinet Report for WRITE OFFS 01/07/2011 – 30/09/2011
	Cabinet 2/11/11	Yes	Proposal for Introduction of Dog Control Orders To agree the proposals and process for introduction of Dog Control Orders in Tamworth Borough	Portfolio Holder for Community Safety Joanne Sands joanne- sands@tamworth.gov.uk		Cabinet Report for Proposal for Introduction of Dog Control Orders
	Cabinet 2/11/11	Yes	Deevelopment of the Landlord Handy Person Service 2012 To set out the arrangements for the delivery of a handy person service that compliments the wider repairs policy, agreed at Cabinet in December 2011.	Portfolio Holder for the Quality of Life Tina Mustafa Housing Operations Manager tina- mustafa@tamworth.gov. uk	Timed to coincide with procurement timetable for R&I services	Cabinet Report for Deevelopment of the Landlord Handy Person Service 2012

	Cabinet 2/11/11	Yes	Pathways Management Arrangements To explore the options for continued delivery of services by Pathways.	Portfolio Holder for the Quality of Life Tina Mustafa Housing Operations Manager tina- mustafa@tamworth.gov. uk		Cabinet Report for Pathways Management Arrangements
	Cabinet 23/11/11	Yes	Tamworth Place Plan To receive an update on progress made to date and approve the Place Plan Strategy	Portfolio Holder for Economic Development and Enterprise Matthew Bowers Head of Strategic Planning and Development matthew- bowers@tamworth.gov.u k	Place Group	Committee Report for Tamworth Place Plan

	Cabinet 23/11/11	Yes	<p>Council Taxbase for 2012/13</p> <p>The Borough Council is required to calculate its Council Tax Base for each financial year and notify Staffordshire County Council, Staffordshire Police Authority and Staffordshire Fire Authority by 31 January preceding that financial year.</p>	<p>Portfolio Holder for Corporate Services & Assets</p> <p>Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk</p>	<p>Planning service regarding future property number estimates</p> <p>Planning Service</p>	<p>Cabinet Report for Council Taxbase for 2012/13</p>
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	Cabinet 23/11/11	Yes	<p>Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2011/12</p> <p>This report is presented in line with the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice for Treasury Management which suggests that members should be informed of Treasury Management activities at least twice a year, but preferably quarterly.</p> <p>This report therefore ensures this Council is embracing Best Practice in accordance with CIPFA's Code of Practice.</p>	<p>Portfolio Holder for Corporate Services & Assets Phil Thomas Financial Controller phil-thomas@tamworth.gov.uk</p>	None None	<p>Cabinet Report for Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2011/12</p>
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	Cabinet 23/11/11	Yes	<p>DRAFT BASE BUDGET FORECASTS 2012/13 to 2016/17</p> <p>To inform Members of the re-priced base budget for 2011/12, base budget forecasts for the period 2012/13 to 2016/17 and the underlying assumptions and to consider the future strategy to address the financial trends.</p>	<p>Leader of the Council Stefan Garner Deputy Director (Finance Exchequer and Revenues) stefan-garner@tamworth.gov.uk</p>	<p>Discussions with CMT then BRG following Budget Consultation with local residents, businesses and stakeholders</p> <p>CMT BRG local residents, businesses and stakeholders</p>	<p>Cabinet Report for DRAFT BASE BUDGET FORECASTS 2012/13 to 2016/17</p>
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