



TAMWORTH BOROUGH COUNCIL

FORWARD PLAN

Executive and Key Decisions for the period 1 November 2011 - 29 February 2012

*Published on 14th October
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by Lara Allman
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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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	Cabinet 2/11/11	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>		Cabinet Report for Locality Working Review
	Cabinet 23/11/11	Yes	<p>Retention Arrangements for Landlord Garage Sites</p> <p>To agree future investment and management arrangements for garage sites not part of phase 1 for affordable housing.</p>	<p>Portfolio Holder for the Quality of Life Tina Mustafa Housing Operations Manager tina-mustafa@tamworth.gov.uk</p>		Cabinet Report for Retention Arrangements for Landlord Garage Sites

	Cabinet 23/11/11	Yes	Building Control Partnership To seek approval to amend the partnership arrangements and partnership agreement	Portfolio Holder for Economic Development and Enterprise Matthew Bowers Head of Strategic Planning and Development matthew-bowers@tamworth.gov.uk		Committee Report for Building Control Partnership
	Cabinet 23/11/11	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 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	DRAFT BASE BUDGET FORECASTS 2012/13 to 2016/17 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.	Leader of the Council Stefan Garner Deputy Director (Finance Exchequer and Revenues) stefan- garner@tamworth.gov.uk	Discussions with CMT then BRG following Budget Consultation with local residents, businesses and stakeholders CMT BRG local residents, businesses and stakeholders	Cabinet Report for DRAFT BASE BUDGET FORECASTS 2012/13 to 2016/17
	Cabinet 23/11/11	No	Quarter 2 2011/12 Performance Report	Leader of the Council John Day Corporate Performance Officer john- day@tamworth.gov.uk		Cabinet Report for Quarter 2 2011/12 Performance Report

	Cabinet 23/11/11	Yes	Homelessness Prevention Policies	Portfolio Holder for the Quality of Life Rachel Ashford, Rob Barnes Rachel- Ashford@tamworth.gov.u k, Deputy Director (Housing and Health) rob- barnes@tamworth.gov.u k		Cabinet Report for Homelessness Prevention Policies
	Cabinet 23/11/11	Yes	Update Report on the Operation of Tamworth Market A progress report on the first six months of the operation of Tamworth market by LSD Promotions Ltd	Portfolio Holder for Economic Development and Enterprise Joanne Sands joanne- sands@tamworth.gov.uk		Cabinet Report for Update Report on the Operation of Tamworth Market

	Council 13/12/11	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>Council for Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2011/12</p>
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	Council 13/12/11	Yes	Tamworth Parliamentary Constituency - Review of Polling Districts and Polling Places To inform Members on the comments received from the recent consultation in respect of the review of polling districts and polling places undertaken in accordance with the Electoral Administration Act 2006	Bernadette Flanagan, Mary Gallagher Elections Officer Bernadette- flanagan@tamworth.gov. uk, Legal and Democratic Services Manager mary- gallagher@tamworth.gov .uk		Council for Tamworth Parliamentary Constituency - Review of Polling Districts and Polling Places
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	Council 13/12/11	Yes	Building Control Partnership Agreement Amendments Council are to consider proposed changes to the existing partnership agreement for the delivery of building control services	Portfolio Holder for Economic Development and Enterprise Matthew Bowers, Robert Mitchell Head of Strategic Planning and Development matthew-bowers@tamworth.gov.uk, Deputy Director (Community, Partnerships and Development) robert-mitchell@tamworth.gov.uk		Council for Building Control Partnership Agreement Amendments
	Cabinet 14/12/11	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 14/12/11	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 11/01/12	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.uk	Place Group	Committee Report for Tamworth Place Plan

	Cabinet 11/01/12	Yes	<p>Draft Budget & Medium Term Financial Strategy 2012/13</p> <p>To approve the draft package of budget proposals to consult with the Joint Scrutiny Committee (Budget) on 24th January 2012 and receive their feedback on:</p> <p>General Services Revenue budget and council tax for 2012/13;</p> <p>Housing Revenue Account budget for 2012/13;</p> <p>Capital Programme;</p> <p>Medium Term Financial Strategy.</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 Joint Scrutiny Committee (Budget)</p>	<p>Cabinet Report for Draft Budget & Medium Term Financial Strategy 2012/13</p>
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	Cabinet 11/01/12	Yes	Tamworth Core Strategy/Local Plan To seek Cabinet approval to publish the Core Strategy/Local Plan for a 6 week consultation period and, subject to responses received, to then submit the Core Strategy/Local Plan to the Secretary of State for examination.	Portfolio Holder for Economic Development and Enterprise Jon Lord Development Plan Manager Jon-lord@tamworth.gov.uk	Over the past few years. the Core Strategy/Local Plan has been subject to formal and informal consultation which has informed the version subject to Cabinet approval. The next stage involves subjecting the Core Strategy/Local Plan to a further 6 week period of consultation with all interested parties. Consultees have included members of the public, councillors, businesses, developers & landowners, statutory organisations, amenity organisations and adjoining local authorities.	Cabinet Report for Tamworth Core Strategy/Local Plan
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	Cabinet 11/01/12	Yes	Tamworth Local Development Scheme To seek Cabinet approval to publish the The Tamworth Local Development Scheme. This sets out the council's programme for producing the Local Development Framework including the timetable for all Local Development Documents.	Portfolio Holder for Economic Development and Enterprise Jon Lord Development Plan Manager Jon-lord@tamworth.gov.uk	The Local Development Scheme has been informed through discussions with internal officers and members of the Local Development Framework Working Group.	Cabinet Report for Tamworth Local Development Scheme
	Cabinet 1/02/12	Yes	WRITE OFFS 01/10/2011 – 31/12/2011 To provide members with details of write offs from 01 October 2011 to 31 December 2011	Portfolio Holder for Corporate Services & Assets Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Cabinet Report for WRITE OFFS 01/10/2011 – 31/12/2011

	Cabinet 22/02/12	Yes	<p>Think Local 4 Business: proposal to incorporate into a company limited by shares and for the Council to become a Founder Shareholder</p> <p>To seek Cabinet approval for the Think Local 4 Business Project to incorporate into a company limited by shares, for the project assets to transfer from the custody of the Council to the new company, for the Council to become a Founder Shareholder and to take a seat on the Board of the new company.</p>	<p>Portfolio Holder for Economic Development and Enterprise</p> <p>James Roberts Economic Development and Enterprise Manager</p> <p>James-Roberts@tamworth.gov.uk</p>		<p>Cabinet Report for Think Local 4 Business: proposal to incorporate into a company limited by shares and for the Council to become a Founder Shareholder</p>
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	Cabinet 22/02/12	Yes	Development 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	Cabinet Report for Development of the Landlord Handy Person Service 2012
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	<p>Cabinet 22/02/12</p>	<p>Yes</p>	<p>CORPORATE VISION, PRIORITIES PLAN, BUDGET & MEDIUM TERM FINANCIAL STRATEGY INCLUDING TREASURY MANAGEMENT STRATEGY STATEMENT, MINIMUM REVENUE PROVISION POLICY STATEMENT AND ANNUAL INVESTMENT STATEMENT 2012/13 For Members to approve the Single Corporate Vision & Strategic Priorities for 2012/13 and the recommended package of budget proposals to enable the Council to agree the:</p> <p>General Services Revenue budget and Council Tax for 2012/13;</p> <p>Housing Revenue Account (HRA) budget for 2012/13;</p> <p>the Capital Programme;</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 including the Joint Scrutiny Committee (Budget) CMT BRG Local residents, businesses and stakeholders Joint Scrutiny Committee (Budget)</p>	<p>Cabinet Report for CORPORATE VISION, PRIORITIES PLAN, BUDGET & MEDIUM TERM FINANCIAL STRATEGY INCLUDING TREASURY MANAGEMENT STRATEGY STATEMENT, MINIMUM REVENUE PROVISION POLICY STATEMENT AND ANNUAL INVESTMENT STATEMENT 2012/13</p>
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	<p>Council 28/02/12</p>	<p>Yes</p>	<p>CORPORATE VISION, PRIORITIES PLAN, BUDGET & MEDIUM TERM FINANCIAL STRATEGY INCLUDING TREASURY MANAGEMENT STRATEGY STATEMENT, MINIMUM REVENUE PROVISION POLICY STATEMENT AND ANNUAL INVESTMENT STATEMENT 2012/13 For Members to approve the Single Corporate Vision & Strategic Priorities for 2012/13 and the recommended package of budget proposals to enable the Council to agree the:</p> <p>General Services Revenue budget and Council Tax for 2012/13;</p> <p>Housing Revenue Account (HRA) budget for 2012/13;</p> <p>the Capital Programme;</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 including the Joint Scrutiny Committee (Budget) CMT BRG Local residents, businesses and stakeholders Joint Scrutiny Committee (Budget)</p>	<p>Council for CORPORATE VISION, PRIORITIES PLAN, BUDGET & MEDIUM TERM FINANCIAL STRATEGY INCLUDING TREASURY MANAGEMENT STRATEGY STATEMENT, MINIMUM REVENUE PROVISION POLICY STATEMENT AND ANNUAL INVESTMENT STATEMENT 2012/13</p>
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