



TAMWORTH BOROUGH COUNCIL

FORWARD PLAN

Executive and Key Decisions for the period 1 August 2013 - 30 November 2013

Whilst the majority of the Executive's business at the meetings listed in the Forward Plan will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains for example, confidential, commercially sensitive or personal information.

This is a formal notice under the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012 that, when appropriate part of the Executive meeting listed in this Forward Plan will be held in Private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it

Members of the public are entitled to obtain copies of the documents that will be relied upon when the decision is taken, unless they are confidential or exempt within the meaning of the Local Government Acts. These documents will be published on the Council's website at www.tamworth.gov.uk at least five working days before the decision is due to be taken. Paper copies will be available via the telephone and e-mail address set out below.

If you have any queries please e-mail lara-allman@tamworth.gov.uk

*Published on 17 July 2013
Updated on 15 August 2013
by Lara Allman
01827 709264*

Regulation 10 General Exception Item

The proper officer has informed the Chairman of both Scrutiny Committees that the report below will be made on 22 August 2013 to Cabinet for a decision. The issue has been on several agendas, the Sustainability Strategy Members' Seminar and is thus within the Democratic process. An oversight resulted in the report being included in the Forward Plan however Government Guidelines require consideration of the report by Cabinet in order to take the matter forward in accordance with required timelines

Conf/Non-Con	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>)
Confidential 3	Cabinet 22/08/13	Yes	'Planning for a Sustainable Future' (Meeting the Challenges to our MTFS) Meeting the Challenges to the Medium Term Financial Strategy	Leader of the Council Anthony E Goodwin Chief Executive tony-goodwin@tamworth.gov.uk		'Planning for a Sustainable Future' (Meeting the Challenges to our MTFS)

Non-Confidential	Cabinet 1/08/13 Council 10/09/13	Yes	<p>Annual Report on the Treasury Management Service and Actual Prudential Indicators 2012/13</p> <p>The Annual Treasury report is a requirement of the Council's reporting procedures. It covers the Treasury activity for 2012/13, and the actual Prudential Indicators for 2012/13.</p> <p>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 Operations and Assets Phil Thomas Financial Controller phil.thomas@tamworth.gov.uk</p>	None None	Annual Report on the Treasury Management Service and Actual Prudential Indicators 2012/13
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Non Confidential	Cabinet 1/08/13	Yes	Grants to Voluntary Organisations 2012/13 To inform members of the small grants, arts grants and sports grant awards made during 2012/13	Portfolio Holder for Operations and Assets Karen Clancy Partnership Funding Officer karen-clancy@tamworth.gov.uk		Grants to Voluntary Organisations 2012/13
Confidential 1 Due to on going confidential discussions with potential users of Marmion House	Cabinet 1/08/13	Yes	Corporate Change Programme Formal approval of the Agile Working Project Implementation	Portfolio Holder for Operations and Assets Anica Goodwin Director - Transformation and Corporate Performance anica-goodwin@tamworth.gov.uk	As per the report all staff and their recognised representatives CMT	Agile Working
Non Confidential	Cabinet 22/08/13	Yes	Write Offs 01/04/2013 – 30/06/2013 To provide members with details of write offs from 01 April 2013 to 30 June 2013	Portfolio Holder for Operations and Assets Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk	None None	Write Offs 01/04/2012 – 30/06/2012

Non-Confidential	Cabinet 22/08/13	Yes	Local Enterprise Partnership Governance Arrangements	Portfolio Holder for Economy and Education Matthew Bowers Head of Planning and Regeneration matthew-bowers@tamworth.gov.uk		Local Enterprise Partnership Governance Arrangements
Non Confidential	Cabinet 22/08/13	Yes	Scrap Metal Dealers Act 2013 New legislation which changes regulation of scrap metal dealers. In summary, aims to bring about cashless transactions so as to monitor and reduce crime.	Portfolio Holder for Environment and Waste Management Stephen Lewis Head of Environmental Health stephen-lewis@tamworth.gov.uk	Not applicable - Home Office Guidance to be produced to support the legislation.	Scrap Metal Dealers Act 2013
Non Confidential	Council 10/09/13	Yes	Review of the Constitution and Scheme of Delegation To advise members of the changes to the Constitution and Scheme of Delegation for Officers	Jane Hackett Solicitor to the Council and Monitoring Officer jane-hackett@tamworth.gov.uk		Review of the Constitution and Scheme of Delegation

Non-Confidential	Cabinet 12/09/13	Yes	Local Authority Mortgage Rate for Mortgages 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 2013.	Portfolio Holder for Operations and Assets Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk	None None	Local Authority Mortgage Rate for Mortgages Under Housing Act 1985
Non-Confidential	Cabinet 12/09/13	Yes	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 2014/15	Leader of the Council Stefan Garner Director of Finance stefan-garner@tamworth.gov.uk	CMT Executive Board Budget Consultation CMT Executive Board Budget Consultation - Residents, Tenants, Voluntary & Business sectors	Budget and Medium Term Financial Planning Process

Non Confidential	Cabinet 12/09/13	Yes	Safeguarding Children and Vulnerable Adult Protection Policy The purpose of the report is to secure Members' approval to adopt the revised Children and Vulnerable Adult Protection Policy (CVAPP).	Portfolio Holder for Public Housing and Vulnerable People Stephanie Ivey Children and Young Person Officer stephanie-ivey@tamworth.gov.uk	Internal Officers CMT, HR, Audit, Community Safety, Community Leisure	Safeguarding Children and Vulnerable Adult Protection Policy
Non confidential	Cabinet 12/09/13	Yes	Conservation Grant - Moat House, Lichfield Street, Tamworth CONSIDERATION TO BE GIVEN TO AN APPLICATION FOR A GRANT AID TOWARDS THE RESTORATION OF THE ORNATE CEILING ON THE FIRST FLOOR OF THE MOAT HOUSE WHICH IS A GRADE 2 STAR LISTED BUILDING	Portfolio Holder for Economy and Education John Gunn Development Control Manager john-gunn@tamworth.gov.uk	Observations have been sought from English Heritage and the Conservation Officer (Lichfield District Council) English Heritage Lichfield District Council (Conservation Officer	Conservation Grant - Moat House, Lichfield Street, Tamworth

Non confidenti al	Cabinet 12/09/13	Yes	Quarter 1 2013/14 Performance Report	Leader of the Council John Day Corporate Performance Officer john- day@tamworth.gov.uk		Quarter 1 2013/14 Performance Report
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Confidential 1	Cabinet 3/10/13	Yes	<p>Commissioning of Financial Assessment and Welfare Benefits Advice Service from Staffordshire County Council to Staffordshire Local Authorities</p> <p>To seek final approval for, and endorsement of, the decision made by Staffordshire County Council on 16th May 2012 to commission all Staffordshire Local Authority Housing Benefit/Council Tax Benefit teams to provide Fairer Charging Financial Assessments and Welfare Benefits Advice at a local level on their behalf, initially from September 2013 – March 2016. Cabinet gave its initial approval on 16th June 2012.</p>	<p>Portfolio Holder for Operations and Assets Karen Taylor Head of Benefits karen-taylor@tamworth.gov.uk</p>		<p>Commissioning of Financial Assessment and Welfare Benefits Advice Service from Staffordshire County Council to Staffordshire Local Authorities</p>
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Non-Confidential	Cabinet 3/10/13	Yes	Cultural Quarter Update Update on plans for Cultural Quarter and Tamworth Assembly Rooms.	Portfolio Holder for Community Development and Voluntary Sector, Portfolio Holder for Economy and Education Elanor Thompson Arts and Events Manager elanor-thompson@tamworth.gov.uk		Cultural Quarter Update
Non Confidential	Cabinet 24/10/13	Yes	Budget Consultation 2014/15	Leader of the Council John Day Corporate Performance Officer john-day@tamworth.gov.uk		Budget Consultation 2014/15
Non Confidential	Cabinet 24/10/13	Yes	Tamworth Borough Council Commissioning Programme Update	Portfolio Holder for Community Development and Voluntary Sector Karen Adderley Head of Partnerships and Commissioning karen-adderley@tamworth.gov.uk		Tamworth Borough Council Commissioning Programme Update

<p>Non-Confidential</p>	<p>Cabinet 24\10\13</p> <p>Council 17/12/13</p>	<p>Yes</p>	<p>Revised Gambling Act 2005 Statement of Principles 2013-2016 Revised document to take account of Guidance produced by Gambling Commission 4th edition. This outlines how Tamworth Borough Council will manage gambling matters until 2016.</p>	<p>Portfolio Holder for Environment and Waste Management Stephen Lewis Head of Environmental Health stephen-lewis@tamworth.gov.uk</p>	<p>12 WEEK STATUTORY CONSULTATION Holders of existing licences, permits and registrations who will be affected by the provisions of the Act Local Residents/Associations Staffordshire Chief Officer of Police Staffordshire Fire & Rescue Staffordshire County Council – Department of Social Care & Health TBC - Chief Executive TBC – Director, Assets and Environment TBC – Director, Communities, Planning & Partnerships Solicitor to the Council c/o TBC - Legal & Democratic Services TBC – Director, Housing & Health TBC - Crime and Disorder Partnership Local Strategic Partnership - Chairman Violence Action Group - Chairman Tamworth Town Safe Licensee Forum - Chairman Southern Staffordshire Chamber of Commerce & Industry NHS South East Staffordshire and Seisdon Peninsula</p>	<p>REVISED GAMBLING ACT 2005 STATEMENT OF PRINCIPLES 2013-2016</p>
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Non-Confidential	Cabinet 28/11/13 Council 17/12/13	Yes	Local Council Tax Reduction Scheme 2014/15 To seek approval for Tamworth's Local Council Tax Reduction Scheme for working age claimants for 2014/15	Portfolio Holder for Operations and Assets Karen Taylor Head of Benefits karen-taylor@tamworth.gov.uk		Local Council Tax Reduction Scheme 2014/15
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DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

1	Information relating to any individual.
2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6	Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.
7	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.