



## TAMWORTH BOROUGH COUNCIL

### FORWARD PLAN

#### Executive and Key Decisions for the period 3 October 2013 - 31 January 2014

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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> )
Exempt 3 and 4	<b>Cabinet Thursday, 24/10/13</b>	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

Open	<b>Cabinet Thursday, 24/10/13</b>	Yes	Budget Consultation 2014/15	Leader of the Council John Day Corporate Performance Officer john-day@tamworth.gov.uk		Budget Consultation 2014/15
Open	<b>Cabinet Thursday, 24/10/13</b>	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
Open	<b>Cabinet Thursday, 24/10/13</b>	Yes	Pensions Auto Enrolment Update Final approval of plans for implementation of Pensions Reform Act	Portfolio Holder for Operations and Assets Tina Beech Tina-Beech@tamworth.gov.uk	Trade unions	Pensions Auto Enrolment Update
Exempt 4	<b>Cabinet Thursday, 24/10/13</b>	Yes	Landlord Supported Housing Service To outline the response to SCC's funding arrangements for supporting housing within the councils landlord service	Portfolio Holder for Public Housing and Vulnerable People Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk		Landlord Supported Housing Service

Exempt 3	<b>Cabinet Thursday, 24/10/13</b>	Yes	Development Consultant -Tinkers Green & Kerria Regeneration Arrangements for the engagement of development consultants to support the regeneration of Tinkers Green and Kerria.	Portfolio Holder for Public Housing and Vulnerable People Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk		Development Consultant - Tinkers Green & Kerria Regeneration
Open	<b>Cabinet Thursday, 24/10/13</b>	Yes	Tamworth Golf Course Future Options Shortlist To consider the recommendations to shortlist options for the long term future of Tamworth Golf Course	Portfolio Holder for Economy and Education Robert Mitchell, Neil Mason Director - Communities, Planning and Partnerships robert-mitchell@tamworth.gov.uk, Head of Community Leisure neil-mason@tamworth.gov.uk	Focus groups and project meetings Service users, the public, stakeholders including; providers, developers and Council services	Tamworth Golf Course Future Options Shortlist

Open	<b>Cabinet Thursday, 24/10/13</b>	Yes	Agile Working Policy To recommend an Agile Working Policy to members for formal application to all employees of TBC	Portfolio Holder for Operations and Assets Anica Goodwin Director - Transformation and Corporate Performance anica- goodwin@tamworth.gov. uk	as below TULG CMT AW project team Cabinet member EMT	Agile Working Policy
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Open	<p>Cabinet Thursday, 24 Oct 2013</p> <p><b>Council Tuesday, 17/12/13</b></p>	Yes	<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 <a href="mailto:stephen-lewis@tamworth.gov.uk">stephen-lewis@tamworth.gov.uk</a></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 &amp; Rescue Staffordshire County Council – Department of Social Care &amp; Health TBC - Chief Executive TBC – Director, Assets and Environment TBC – Director, Communities, Planning &amp; Partnerships Solicitor to the Council c/o TBC - Legal &amp; Democratic Services TBC – Director, Housing &amp; 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 &amp; Industry NHS South East Staffordshire and Seisdon Peninsula</p>	<p>REVISED GAMBLING ACT 2005 STATEMENT OF PRINCIPLES 2013-2016</p>
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Open	<b>Council Tuesday, 19/11/13</b>	Yes	State of Tamworth Debate	Leader of the Council John Day Corporate Performance Officer john- day@tamworth.gov.uk	Tamworth Listens	State of Tamworth Debate
Open	<b>Cabinet Thursday, 28/11/13</b>	Yes	Draft Base Budget Forecasts 2014/15 to 2018/19 To inform Members of the re-priced base budget for 2014/15, base budget forecasts for the period 2014/15 to 2018/19 and the underlying assumptions and to consider the future strategy to address the financial trends	Leader of the Council Stefan Garner Director of Finance stefan- garner@tamworth.gov.uk	Discussions with CMT following Budget Consultation with local stakeholders CMT local residents, businesses and stakeholders	Draft Base Budget Forecasts 2014/15 to 2018/19
Open	<b>Cabinet Thursday, 28/11/13</b>	Yes	Council Taxbase 2014/15 To report the Council Tax Base for the Borough Council for 2014/15	Portfolio Holder for Operations and Assets Michael Buckland Head of Revenues michael- buckland@tamworth.gov. uk		Council Taxbase 2014/15

Open	<b>Cabinet Thursday, 28/11/13</b>	Yes	Cabinet Report for Write Offs 01/4/13 - 30/9/13 To provide members with details of write offs from 01 April 2013 to 30 September 2013	Portfolio Holder for Operations and Assets Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Cabinet Report for Write Offs 01/4/13 - 30/9/13
Open	<b>Cabinet Thursday, 28/11/13</b>	Yes	Draft Business Rates Income Forecast 2014/15 To report to and seek endorsement from members on the Draft Business Rates income forecast for 2014/15 under the Business Rates Retention Scheme.	Portfolio Holder for Operations and Assets Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Draft Business Rates Income Forecast 2014/15

Open	<b>Cabinet Thursday, 28/11/13</b>	Yes	Improvement Works to Private Sector Housing To approve the use of coalfields funds to carry out improvements to private sector housing by utilising enforcement powers and Emergency Home Repair loans in accordance with set policies and procedures	Portfolio Holder for Public Housing and Vulnerable People Steve Pointon Housing Strategy Manager stephen-pointon@tamworth.gov.uk		Improvement Works to Private Sector Housing
Open	<b>Cabinet Thursday, 28/11/13</b>	No	Installation of Gas Connections in Belgrave Project to enable identified properties in Belgrave to be connected to mains gas supply.	Portfolio Holder for Public Housing and Vulnerable People Claire Keeling Housing Strategy Officer claire-keeling@tamworth.gov.uk		Installation of Gas Connections in Belgrave



Open	<b>Cabinet Thursday, 28/11/13</b>	Yes	The Tamworth Growth and Regeneration Plan To seek Cabinet approval for the Councils draft Growth and Regeneration Plan. An overarching document which identifies key workstreams and collates activity to support economic growth and regeneration in Tamworth.	Portfolio Holder for Economy and Education Matthew Bowers, James Roberts Head of Planning and Regeneration matthew-bowers@tamworth.gov.uk, Economic Development and Enterprise Manager James-Roberts@tamworth.gov.uk	Workshops with colleagues and via existing business networks	The Tamworth Growth and Regeneration Plan
Open	<b>Cabinet Thursday, 28/11/13</b>	Yes	Fees and Charges - Assets and Environment Proposals for increase to both Cemetery and Sport Pitches Fees and Charges	Portfolio Holder for Environment and Waste Management Sarah McGrandle Head of Environmental Management sarah-mcgrandle@tamworth.gov.uk		Fees and Charges - Assets and Environment

Open	<b>Cabinet Thursday, 28/11/13</b>	Yes	Think Local Limited: ceasing of trading, Think Local Limited is to cease trading, with the intellectual property assets transferring back to Tamworth Borough Council ownership. Cabinet is asked to endorse this course of action and to approve the establishment of a dormant company to preserve the company name.	Portfolio Holder for Economy and Education James Roberts Economic Development and Enterprise Manager James-Roberts@tamworth.gov.uk		Think Local Limited: ceasing of trading,
Open	<b>Cabinet Thursday, 28/11/13</b>	Yes	Shared Service in Economic Development - Annual Report To formally endorse the outcomes achieved through the continued successful delivery of the Shared Service in Economic Development with Lichfield District Council, as evidenced by the service's Annual Report for 2012/13	Portfolio Holder for Economy and Education James Roberts Economic Development and Enterprise Manager James-Roberts@tamworth.gov.uk		Shared Service Annual Report 2012-13 FINAL Shared Service in Economic Development - Annual Report

Open	<b>Cabinet Thursday, 28/11/13</b>	No	Scrap Metal Dealers Act 2013 Fees Provides an update to members since Cabinet 22 August 2013 on progress with the implementation of the legislation; Home Office Guidance and Fees.	Portfolio Holder for Environment and Waste Management Stephen Lewis Head of Environmental Health stephen-lewis@tamworth.gov.uk	Letters were sent to all existing scrap metal dealers and motor salvage operators registered with Tamworth Borough Council. The information was made available via the Council's website, which enabled all members of the public and any trade organisations or other interested parties to respond. Scrap metal dealers and motor salvage operators.	Scrap Metal Dealers Act 2013 Fees
Open	<b>Cabinet Thursday, 28/11/13</b>	No	One Staffordshire Data Sharing Protocol Endorsement for Tamworth Borough Council to sign the One Staffordshire Data Sharing Protocol	Portfolio Holder for Operations and Assets Nicki Burton Director - Technology and Corporate Programmes nicki-burton@tamworth.gov.uk		One Staffordshire Data Sharing Protocol

<p>Exempt</p> <p>1</p>	<p><b>Cabinet Thursday, 28/11/13</b></p>	<p>Yes</p>	<p>Commissioning of Financial Assessment and Welfare Benefits Advice Service from Staffordshire County Council to Staffordshire Local Authorities 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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Open	<p>Cabinet Thursday, 28 Nov 2013</p> <p><b>Council Tuesday, 17/12/13</b></p>	Yes	<p>Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2013/14</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. This report therefore ensures this Council is embracing Best Practice in accordance with CIPFA's Code of Practice.</p>	<p>Portfolio Holder for Operations and Assets Phil Thomas Financial Controller phil-thomas@tamworth.gov.uk</p>		<p>Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2013/14</p>
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Open	Cabinet Thursday, 28 Nov 2013  <b>Council Tuesday, 17/12/13</b>	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
Open	<b>Council Tuesday, 17/12/13</b>	Yes	Local Enterprise Partnership Governance Arrangements To seek approval to enter into arrangements to allow for the creation of a Supervisory Board and Scrutiny	Portfolio Holder for Economy and Education Matthew Bowers Head of Planning and Regeneration matthew- bowers@tamworth.gov.u k		Local Enterprise Partnership Governance Arrangements

Open	<b>Council Tuesday, 17/12/13</b>	Yes	Tamworth Parliamentary Constituency - Review of 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 Elections Officer Bernadette- flanagan@tamworth.gov. uk		Tamworth Parliamentary Constituency - Review of Polling Places
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Open	<b>Council Tuesday, 17/12/13</b>	Yes	Statement of Community Involvement 2013 To consider the consultation responses to the draft document and to adopt the revised Statement of Community Involvement	Portfolio Holder for Economy and Education Alexander Roberts Development Plan Manager alexander- roberts@tamworth.gov.u k		Statement of Community Involvement 2013 Statement of Community Involvement 2013
Open	<b>Cabinet Thursday, 16/01/14</b>	Yes	Business Rates Income Forecast 2014/15 To report to and seek endorsement from members on the Business Rates income forecast for 2014/15 under the Business Rates Retention Scheme.	Portfolio Holder for Operations and Assets Portfolio Holder for Operations and Assets		Business Rates Income Forecast 2014/15



Open	<b>Cabinet Thursday, 16/01/14</b>	Yes	<p>Draft Budget &amp; Medium Term Financial Strategy 2014/15</p> <p>To approve the draft package of budget proposals to consult with the Joint Scrutiny Committee (Budget) on 28th January 2014 and receive their feedback on:</p> <p>General Services Revenue budget and council tax for 2014/15;</p> <p>Housing Revenue Account budget for 2013/14;</p> <p>Capital Programme;</p> <p>Medium Term Financial Strategy.</p>	<p>Leader of the Council Stefan Garner Director of Finance stefan-garner@tamworth.gov.uk</p>	<p>Discussions with Cabinet following Budget Consultation with local residents, businesses and stakeholders</p> <p>Local residents, businesses and stakeholders</p> <p>Joint Scrutiny Committee (Budget)</p>	<p>Draft Budget &amp; Medium Term Financial Strategy 2014/15</p>
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## DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

<b>1</b>	Information relating to any individual.
<b>2</b>	Information which is likely to reveal the identity of an individual.
<b>3</b>	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
<b>4</b>	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.
<b>5</b>	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
<b>6</b>	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.
<b>7</b>	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

