



TAMWORTH BOROUGH COUNCIL

FORWARD PLAN

Executive and Key Decisions for the period 1 November 2013 - 28 February 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>)
Open	Council Tuesday, 19/11/13	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	Cabinet Thursday, 28/11/13	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	Cabinet Thursday, 28/11/13	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	Cabinet Thursday, 28/11/13	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	Cabinet Thursday, 28/11/13	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	Cabinet Thursday, 28/11/13	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	Cabinet Thursday, 28/11/13	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	Cabinet Thursday, 28/11/13	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	Cabinet Thursday, 28/11/13	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	Cabinet Thursday, 28/11/13	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	Cabinet Thursday, 28/11/13	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 Report relates to the disposal of land through a commercial transaction.	Cabinet Thursday, 28/11/13	No	Land Adjacent To 56 Watling Street, Tamworth Report detailing proposal for the disposal of land on Watling Street for redevelopment.	Portfolio Holder for Operations and Assets Paul Weston Head of Asset Management - Property Services paul-weston@tamworth.gov.uk		LAND ADJACENT TO 56 WATLING STREET, TAMWORTH Appendix 1.pdf Appendix 2.pdf Appendix 3.pdf Land Adjacent To 56 Watling Street, Tamworth
Open	Cabinet Thursday, 28/11/13	Yes	Quarter Two 2013/14 Performance Report	Leader of the Council John Day Corporate Performance Officer john-day@tamworth.gov.uk		Quarter Two 2013/14 Performance Report

<p>Exempt</p> <p>1</p>	<p>Cabinet Thursday, 12/12/13</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	Cabinet Thursday, 12/12/13	Yes	Shared Services - Memorandum of Understanding	Leader of the Council Anthony E Goodwin Chief Executive tony-goodwin@tamworth.gov.uk		Shared Services - Memorandum of Understanding
Open	Cabinet Thursday, 28 Nov 2013 Council Tuesday, 17/12/13	Yes	Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2013/14 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.	Portfolio Holder for Operations and Assets Phil Thomas Financial Controller phil-thomas@tamworth.gov.uk		Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2013/14

Open	<p>Cabinet Thursday, 28 Nov 2013</p> <p>Council Tuesday, 17/12/13</p>	Yes	<p>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</p>	<p>Portfolio Holder for Operations and Assets Karen Taylor Head of Benefits karen- taylor@tamworth.gov.uk</p>		<p>Local Council Tax Reduction Scheme 2014/15</p>
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Open	<p>Cabinet Thursday, 24 Oct 2013</p> <p>Council Tuesday, 17/12/13</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 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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Open	Council Tuesday, 17/12/13	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.uk		Local Enterprise Partnership Governance Arrangements
Open	Council Tuesday, 17/12/13	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

Open	Council Tuesday, 17/12/13	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.uk		Statement of Community Involvement 2013 Statement of Community Involvement 2013
Open	Council Tuesday, 17/12/13	Yes	Review of Anti-Money Laundering Policy To provide a review of the Council's key Anti-Money Laundering Policy	Portfolio Holder for Operations and Assets Jane Hackett Solicitor to the Council and Monitoring Officer jane-hackett@tamworth.gov.uk	Presented to Audit & Governance Committee on 31 October 2013	Review of Anti-Money Laundering Policy

Open	Council Tuesday, 17/12/13	Yes	Fraud and Corruption Update Report To provide an update of Counter Fraud work completed to date during the financial year 2013/14	Portfolio Holder for Operations and Assets Jane Hackett Solicitor to the Council and Monitoring Officer jane-hackett@tamworth.gov.uk	Presented to Audit and Governance Committee on 31 October 2013	Fraud and Corruption Update Report
Open	Cabinet Thursday, 16/01/14	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 Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Business Rates Income Forecast 2014/15

Open	Cabinet Thursday, 16/01/14	Yes	Draft Budget & Medium Term Financial Strategy 2014/15 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: General Services Revenue budget and council tax for 2014/15; Housing Revenue Account budget for 2013/14; Capital Programme; Medium Term Financial Strategy.	Leader of the Council Stefan Garner Director of Finance stefan-garner@tamworth.gov.uk	Discussions with Cabinet following Budget Consultation with local residents, businesses and stakeholders Local residents, businesses and stakeholders Joint Scrutiny Committee (Budget)	Draft Budget & Medium Term Financial Strategy 2014/15
Open	Cabinet Thursday, 20/02/14	Yes	Cabinet Report for Write Offs 01/04/13 - 31/12/13 To provide members with details of write offs from 01 April 2013 to 31 December 2013	Portfolio Holder for Operations and Assets Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Cabinet Report for Write Offs 01/04/13 - 31/12/13

Open	<p>Cabinet Thursday, 20 Feb 2014</p> <p>Council Tuesday, 25/02/14</p>	Yes	<p>Corporate Vision, Priorities Plan, Budget & Medium Term Financial Strategy 2014/15</p> <p>For Members to approve the Single Corporate Vision & Strategic Priorities for 2013/14 and the recommended package of budget proposals to enable the Council to agree the:</p> <p>General Services Revenue budget and Council Tax for 2013/14;</p> <p>Housing Revenue Account (HRA) budget for 2013/14;</p> <p>the Capital Programme;</p> <p>the Medium Term Financial Strategy (MTFS).</p> <p>and</p> <p>To comply with the requirement of the Council's Treasury Management Policy in reporting to Council the proposed Treasury Management Strategy for the forthcoming year and the Local Government Act 2003 with the reporting of</p>	<p>Leader of the Council Stefan Garner Director of Finance stefan-garner@tamworth.gov.uk</p>	<p>Discussions with Executive Management Team following Budget Consultation with local residents, businesses and stakeholders including the Joint Scrutiny Committee (Budget)</p> <p>Executive Management Team</p> <p>Local residents, businesses and stakeholders</p> <p>Joint Scrutiny Committee (Budget)</p>	<p>Corporate Vision, Priorities Plan, Budget & Medium Term Financial Strategy 2014/15</p>
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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.

