



TAMWORTH BOROUGH COUNCIL

FORWARD PLAN

Executive and Key Decisions for the period 1 January 2014 - 30 April 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	Cabinet Thursday, 23/01/14	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, 23/01/14	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
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Open	Cabinet Thursday, 23/01/14	Yes	<p>Draft Budget & 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 & Medium Term Financial Strategy 2014/15</p>
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Open	Cabinet Thursday, 23/01/14	No	Off Street Cashless Parking and ANPR Trial To seek approval for the introduction of 18 month free cashless parking trial and ANPR trial on Tamworth Borough Council car parks	Portfolio Holder for Operations and Assets Joanne Sands Neighbourhood Services Manager joanne-sands@tamworth.gov.uk		Off Street Cashless Parking and ANPR Trial
Open	Cabinet Thursday, 23/01/14	Yes	Landlord Services High Rise Fire Safety Consideration and recommendations around the investment requirements to continue to promote fire safety to the Councils own high rise stock in Tamworth.	Portfolio Holder for Public Housing and Vulnerable People Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk	Workshops have already been held with the Fire & Rescue Service (FARS); Councils Health & Safety Team and other key stakeholders FARS Health & Safety Officer	Landlord Services High Rise Fire Safety

<p>Exempt</p> <p>The report is exempt as there are TUPE implications arising from the current service delivery arrangement with the Fire & Rescue Service</p>	<p>Cabinet Thursday, 23/01/14</p>	<p>Yes</p>	<p>Fire Safety Partner for Council owned Stock - Landlord Services The Council already has a separate & robust gas contract with Morrisons FS to provide a statutory Landlord Gas Service inspection and certificate to all council owned properties. The service being recommended here is to procure a partner to visit all gas installed properties to provide fire safety advice, replacement fire smoke alarms and advise on installations of carbon monoxide detection. The council has run a successful service level arrangement with Staffordshire Fire & Rescue Service for some time and the recommendation is to ensure contract compliance with financial regulations and the Localism Act going forward.</p>	<p>Portfolio Holder for Public Housing and Vulnerable People Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk</p>	<p>Staffordshire Fire & Rescue Service</p>	<p>Fire Safety Partner for Council owned Stock - Landlord Services</p>
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Exempt	Cabinet Thursday, 23/01/14	Yes	Golf Course Future Options Appraisal - Preferred Option Selection To select a preferred option for the future of the Golf Course	Portfolio Holder for Economy and Education Neil Mason Head of Community Leisure neil-mason@tamworth.gov.uk		Golf Course Future Options Appraisal - Preferred Option Selection
Open	Cabinet Thursday, 23/01/14	Yes	High Speed Rail 2 (HS2) Phase Two: Response to the Phase Two Route Consultation To consider a draft response to the consultation on HS2	Portfolio Holder for Economy and Education Matthew Bowers Head of Planning and Regeneration matthew-bowers@tamworth.gov.uk		High Speed Rail 2 (HS2) Phase Two: Response to the Phase Two Route Consultation

Open	Cabinet Thursday, 20/02/14	Yes	Vulnerable and Disengaged Young People Fund To seek approval for the Council to be the accountable body for the Vulnerable and Disengaged Young People Fund monies should the bid to the Cabinet Office be successful. A partnership bid with local schools, Groundwork West Midlands and the council to deliver a social action project around emotional well-being and mental health issues for young people has been submitted to Cabinet Office.	Portfolio Holder for Community Development and Voluntary Sector Karen Adderley Head of Partnerships and Commissioning karen-adderley@tamworth.gov.uk	Engagement in designing the social action project Lead Members, Schools, County Council, Public Health	Vulnerable and Disengaged Young People Fund
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

Exempt	Cabinet Thursday, 20/02/14	No	Discretionary Rate Relief Guidelines 1 April 2014 onwards Guidelines which outline factors that need to be considered when deciding entitlement to Discretionary Rate Relief	Portfolio Holder for Operations and Assets Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Discretionary Rate Relief Guidelines 1 April 2014 onwards
Exempt The report will reference specific properties which is likely to reveal the identity of groups of individuals	Cabinet Thursday, 20/02/14	Yes	Re-designation of Council Owned Properties - Landlord Services As a result of the Councils Landlord implementing the Welfare Reform Act 2012 a number of properties are recommended for re-designation. The report sets out the recommendations allowing officers' to adjust the rent accounts as necessary.	Portfolio Holder for Public Housing and Vulnerable People Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk		Re-designation of Council Owned Properties - Landlord Services

Open	Cabinet Thursday, 20/02/14	Yes	The Council's Approach to Green Deal and ECO To provide contextual information regarding GD and ECO, set out options available to the Council in terms of delivery of these initiatives and to agree a preferred option to take forward in Tamworth that will maximise take-up of energy efficiency improvements and attract inward investment into the town.	Portfolio Holder for Public Housing and Vulnerable People Steve Pointon Housing Strategy Manager stephen-pointon@tamworth.gov.uk		The Council's Approach to Green Deal and ECO
Open	Cabinet Thursday, 20/02/14	Yes	Refresh of the Joint Municipal Waste Management Strategy for Staffordshire and Stoke on Trent To seek Cabinet endorsement of the refreshed Staffordshire and Stoke on Trent municipal waste strategy	Portfolio Holder for Environment and Waste Management Andrew Barratt Director - Assets and Environment andrew-barratt@tamworth.gov.uk	8 weeks public consultation by all Staffordshire Districts and the County Council	Refresh of the Joint Municipal Waste Management Strategy for Staffordshire and Stoke on Trent

Open	Cabinet Thursday, 20/02/14	No	Quarter Three 2013/14 Performance Report	Leader of the Council John Day Corporate Performance Officer john-day@tamworth.gov.uk		Quarter Three 2013/14 Performance Report
Exempt	Cabinet Thursday, 20 Feb 2014 Council Tuesday, 18/03/14	Yes	Pay Policy 2014 Annual review of the Pay Policy as required by Section 38 of the Localism Act 2011	Portfolio Holder for Operations and Assets Christie Tims Head of Organisational Development Christie-Tims@tamworth.gov.uk	Circulated to Trades Unions Trades Unions Staff	Pay Policy 2014

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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Open	Cabinet Thursday, 13/03/14	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 April 2014.	Portfolio Holder for Operations and Assets Michael Buckland Head of Revenues michael- buckland@tamworth.gov. uk		Local Authority Mortgage Rate for Mortgages Under Housing Act 1985
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Open	Cabinet Thursday, 13/03/14	Yes	Housing Revenue Account (HRA) Business Plan Summary Update The HRA business plan was published in 2012 following the Governments changes to council housing finance and the move to self-financing. The summary update is to report progress as well as highlight the impact of increasing Right to Buys; Welfare Reform and latest Stock Condition Data on tenant led ambitions set out in the original service offer prospectus.	Portfolio Holder for Public Housing and Vulnerable People Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk	Stakeholder and Member workshop with the councils lead consultant and officer on HRA business planning options	Housing Revenue Account (HRA) Business Plan Summary Update
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<p>Exempt</p> <p>Options for future service provision are likely to include commercial details about RADIS, the current service provider at Thomas Hardy Court.</p>	<p>Cabinet Thursday, 13/03/14</p>	<p>Yes</p>	<p>Staffordshire County Council (SCC) proposals for Extra Care Funding in Tamworth Through Supporting People, SCC currently contributes financially to the delivery of the extra care provision at Thomas Hardy Court, a council owned Sheltered Scheme. The report sets out the options for members in responding to SCC funding prospectus around future provision of this service.</p>	<p>Portfolio Holder for Public Housing and Vulnerable People Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk</p>		<p>Staffordshire County Council (SCC) proposals for Extra Care Funding in Tamworth</p>
<p>Open</p>	<p>Cabinet Thursday, 13/03/14</p>	<p>Yes</p>	<p>Housing Regeneration Update</p>	<p>Portfolio Holder for Public Housing and Vulnerable People Rob Barnes Director - Housing and Health rob-barnes@tamworth.gov.uk</p>		<p>Housing Regeneration Update</p>

Open	Cabinet Thursday, 13/03/14	Yes	Allocations Policy Review To provide background to the review and agree proposals put forward in the revised policy.	Portfolio Holder for Public Housing and Vulnerable People Rob Barnes, Steve Pointon Director - Housing and Health rob-barnes@tamworth.gov.uk, Housing Strategy Manager stephen-pointon@tamworth.gov.uk		Allocations Policy Review
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Open	Council Tuesday, 18/03/14	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
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Open	Cabinet Thursday, 3/04/14	Yes	<p>Temporary Reserves, Retained Funds and Provisions</p> <p>To seek approval for the establishment or retention of Temporary Reserves, Retained Funds and Provisions, to write back to balances those reserves that have been identified as no longer being required.</p>	<p>Portfolio Holder for Operations and Assets Phil Thomas Financial Controller phil-thomas@tamworth.gov.uk</p>	<p>CMT following requests from budget managers CMT Budget Managers</p>	<p>Temporary Reserves, Retained Funds and Provisions</p>
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Open	Cabinet Thursday, 3/04/14	Yes	<p>Tenant Designated Panels - Landlord Services</p> <p>The Localism Act 2012 provided for the development of designated tenant panels to offer a further peer review of complaints. The report sets out the statutory requirements (including reference to the regulatory customer involvement and empowerment standard) and the tenant led approach to the recommendation(s) arising from this.</p>	<p>Portfolio Holder for Public Housing and Vulnerable People</p> <p>Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk</p>	<p>Tenant Consultative Group consulted and involved in the development of the report and proposals</p>	<p>Tenant Designated Panels - Landlord Services</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.

