



TAMWORTH BOROUGH COUNCIL

FORWARD PLAN

Executive and Key Decisions for the period 1 August 2014 - 30 November 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 21/08/14	Yes	Cabinet Write Offs for 01/04/14 - 30/6/14 To provide members with details of write offs from 01 April 2014 to 30 June 2014	Portfolio Holder for Operations and Assets Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Cabinet Write Offs for 01/04/14 - 30/6/14

Open	Cabinet 21/08/14	No	Grants to Voluntary Organisations 2013/14 Summary of grant awards 2013/14	Portfolio Holder for Operations and Assets Karen Clancy Partnership Funding Officer karen-clancy@tamworth.gov.uk		Grants to Voluntary Organisations 2013/14
Open	Cabinet 21/08/14	Yes	Budget and Medium Term Financial Planning Process 2015/16 To seek agreement to the proposed budget and medium term financial planning process for General Fund and the Housing Revenue Account for 2015/16	Leader of the Council Stefan Garner Director of Finance stefan-garner@tamworth.gov.uk	CMT Executive Management Team Budget Consultation CMT Executive Management Team Budget Consultation - Residents, Tenants, Voluntary	Budget and Medium Term Financial Planning Process 2015/16
Exempt	Cabinet 21/08/14	Yes	Service Review - Public Conveniences Report detailing the outcomes and policy changes following a service review of the public conveniences.	Portfolio Holder for Operations and Assets Paul Weston Head of Asset Management - Property Services paul-weston@tamworth.gov.uk	Forms part of planned service review. Consultation with HR and StreetScene HR StreetScene	Service Review - Public Conveniences

Exempt	Cabinet 21/08/14	Yes	Service Review - CCTV and Street Wardens Proposals for the services following service review	Portfolio Holder for Community Development and Voluntary Sector Joanne Sands Neighbourhood Services Manager joanne- sands@tamworth.gov.uk	Informal discussions with partner agencies	Service Review - CCTV and Street Wardens
Exempt	Cabinet 21/08/14	No	Leaseholder Service Charges - High Rise Lifts Reports outline options for applying service charges to Leaseholders in respect of future lift refurbishment work.	Portfolio Holder for Public Housing and Vulnerable People Paul Weston Head of Asset Management - Property Services paul- weston@tamworth.gov.u k	Discussion with Director, Head of Landlord Services, Portfolio Holder and Tenant Consultative Group	Leaseholder Service Charges - High Rise Lifts
Open	Cabinet 11/09/14	Yes	Corporate Records Management Policy Approval of Corporate Records Management Policy for full adoption by Tamworth Borough Council	Portfolio Holder for Operations and Assets Derek Bolton Corporate Information Security Manager derek- bolton@tamworth.gov.uk	ICT Management Team, Security Management Group, CMT	Corporate Records Management Policy

Open	Cabinet 11/09/14	Yes	Business and Economic Partnership (BEP) - Strategic Plan To endorse the BEP Strategic Plan, which replaces the Economic Strategy published in 2011.	Portfolio Holder for Economy and Education James Roberts Economic Development and Enterprise Manager James-Roberts@tamworth.gov.uk		Business and Economic Partnership (BEP) - Strategic Plan
Open	Cabinet 11/09/14	No	Quarter One 2014/15 Performance Report	Leader of the Council John Day Corporate Performance Officer john-day@tamworth.gov.uk		Quarter One 2014/15 Performance Report
Exempt	Cabinet 11/09/14	Yes	Award of the Dry Recycling Disposal Contract for the Joint Waste Collection Service	Portfolio Holder for Environment and Waste Management Andrew Barratt Director - Assets and Environment andrew-barratt@tamworth.gov.uk		Award of the Dry Recycling Disposal Contract for the Joint Waste Collection Service

Exempt	Cabinet 11/09/14	No	<p>Disabled Facilities Grants and County-Wide Home Improvement Agency</p> <p>This report provides an update on the current position of the county-wide Home Improvement Agency contract following changes to the Supporting People funding and sets out the options available.</p>	<p>Portfolio Holder for Public Housing and Vulnerable People</p> <p>Paul Weston Head of Asset Management - Property Services paul-weston@tamworth.gov.uk</p>	<p>Information on current position discussed with Director of Assets & Environment and Director of Housing & Health.</p> <p>There has also been discussion at County Council.</p> <p>Director of Assets & Environment Director of Housing & Health</p>	<p>Disabled Facilities Grants and County-Wide Home Improvement Agency</p>
Open	Cabinet 11/09/14	Yes	<p>Operational and Financial Performance update Tamworth Golf Course</p> <p>To update Cabinet on the operation and finances at Tamworth Golf Course and to review the options arising</p>	<p>Portfolio Holder for Economy and Education</p> <p>Robert Mitchell, Neil Mason Director - Communities, Planning and Partnerships robert-mitchell@tamworth.gov.uk, Head of Community Leisure neil-mason@tamworth.gov.uk</p>		<p>Operational and Financial Performance update Tamworth Golf Course</p>

<p>Open !NotSet!</p>	<p>Cabinet 11 Sep 2014 Council 16/09/14</p>	<p>Yes</p>	<p>Annual Report on the Treasury Management Service and Actual Prudential Indicators 2013/14 The Annual Treasury report is a requirement of the Council's reporting procedures. It covers the Treasury activity for 2013/14, and the actual Prudential Indicators for 2013/14. 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>	<p>None None</p>	<p>Annual Report on the Treasury Management Service and Actual Prudential Indicators 2013/14</p>
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Open	Council 16/09/14	Yes	Debate on Petition Against Closure of Our Golf Course	Leader of the Council Jane Hackett Solicitor to the Council and Monitoring Officer jane- hackett@tamworth.gov.u k		Debate on Petition Against Closure of Our Golf Course
Open	Council 16/09/14	Yes	The Openness of Local Government Bodies Regulations 2014 Changes required to the Constitution in order to comply with the Regulations and recording of meetings arising there from	Portfolio Holder for Operations and Assets Jane Hackett Solicitor to the Council and Monitoring Officer jane- hackett@tamworth.gov.u k		The Openness of Local Government Bodies Regulations 2014
Open	Council 16/09/14	Yes	Policy in relation to Councillors for an Alleged Breach of the Code of Conduct Policy and Procedure for making Complaints against a Councillor for an Alleged Breach of the Code of Conduct	Portfolio Holder for Operations and Assets Jane Hackett Solicitor to the Council and Monitoring Officer jane- hackett@tamworth.gov.u k		Policy in relation to Councillors for an Alleged Breach of the Code of Conduct

Open !NotSet!	Cabinet 2 Oct 2014 Council 16/12/14	Yes	Local Council Tax Reduction Scheme 2015/16 To consider consultation responses and propose the Local Council Tax Reduction Scheme for Tamworth from 1st April 2015.	Portfolio Holder for Operations and Assets Karen Taylor Head of Benefits karen- taylor@tamworth.gov.uk	Public consultation on a proposed amendment to the current scheme, i.e to disregard maintenance as income for working age customers from 1st April 2015. Consultation on-line for the period 1st July 2014 - 31st August 2014. All residents of Tamworth and all stakeholders	Local Council Tax Reduction Scheme 2015/16
Open	Council 8/10/14	Yes	Tamworth Borough Council pre- submission Local Plan 2006 - 2031 Report to present the pre-submission Local Plan to Council to seek approval for public consultation.	Portfolio Holder for Economy and Education Alexander Roberts Development Plan Manager alexander- roberts@tamworth.gov.u k		Tamworth Borough Council pre-submission Local Plan 2006 - 2031

Open	Cabinet 23/10/14	Yes	Budget Consultation 2015/16 To inform Cabinet of the outcomes arising from consultation undertaken with residents, businesses and the voluntary sector in accordance with the corporate budget setting process	Leader of the Council John Day Corporate Performance Officer john-day@tamworth.gov.uk	Budget Consultation - Residents, Tenants, Voluntary & Business sectors CMT Executive Board Budget Consultation - Residents, Tenants, Voluntary & Business sectors	Budget Consultation 2015/16
Open	Cabinet 6/11/14	No	Public Sector Commissioning Progress Report To inform Cabinet on the progress of the services (6 month report) commissioned under the Public Sector Commissioning Framework.	Portfolio Holder for Community Development and Voluntary Sector Karen Adderley Head of Partnerships and Commissioning karen-adderley@tamworth.gov.uk		Public Sector Commissioning Progress Report
Open	Cabinet 27/11/14	Yes	Council Taxbase 2015/16 To report the Council Tax Base for the Borough Council for 2015/16	Portfolio Holder for Operations and Assets Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Council Taxbase 2015/16

Open	Cabinet 27/11/14	Yes	Cabinet Report for Write Offs 01/4/14 - 30/9/14 To provide members with details of write offs from 01 April 2014 and 30 September 2014	Portfolio Holder for Operations and Assets Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Cabinet Report for Write Offs 01/4/14 - 30/9/14
Open	Cabinet 27/11/14	Yes	Draft Base Budget Forecasts 2015/16 to 2019/20 To inform Members of the re-priced base budget for 2015/16, base budget forecasts for the period 2015/16 to 2019/20 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 EMT following Budget Consultation with local stakeholders EMT local residents, businesses and stakeholders	Draft Base Budget Forecasts 2015/16 to 2019/20
Open	Cabinet 27/11/14	No	Quarter Two 2014/15 Performance Report	Leader of the Council John Day Corporate Performance Officer john-day@tamworth.gov.uk		Quarter Two 2014/15 Performance Report

<p>Open !NotSet!</p>	<p>Cabinet 27 Nov 2014 Council 16/12/14</p>	<p>Yes</p>	<p>Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2014/15 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 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.

