



TAMWORTH BOROUGH COUNCIL

FORWARD PLAN

Executive and Key Decisions for the period 1 October 2015 – 31 January 2016

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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	Cabinet 1/10/15	Yes	Housing Revenue Account - Acquisitions Policy To report outcomes from the Councils Acquisitions pilot and recommend continuation of the scheme as part of the Councils overall plans to invest in new and affordable housing	Portfolio Holder for Housing and Waste Management Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk	The Tenant Consultative Group(TCG) will inform the proposed policy development and recommendations to Cabinet	Housing Revenue Account - Acquisitions Policy

Open	Cabinet 1/10/15	Yes	ASB, Crime and Policing Act - Public Space Protection Order Consideration To consider current requests for implementation of Public Space Protection Orders	Portfolio Holder for Communities and Public Health Joanne Sands Neighbourhood Services Manager joanne-sands@tamworth.gov.uk		ASB, Crime and Policing Act - Public Space Protection Order Consideration
	Cabinet 1/10/15	Yes	Arts and Events Programme 2016-17	Portfolio Holder for Operations and Assets Elanor Hazelhurst elanor-hazelhurst@tamworth.gov.uk		

Open	Cabinet 22/10/15	Yes	<p>Tenants Annual Report 2014/15 The Homes Community Agency (HCA) remain responsible for ensuring compliance with the Landlord Regulatory Framework (2012). The Council produces an annual tenants report, informed and scrutinised by tenants, reporting key performance outcomes that have been agreed with customers. The report is historically produced in October to allow benchmarking data, from 'best in class' organisations to be used for comparison and recommended improvements.</p>	<p>Portfolio Holder for Housing and Waste Management Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk</p>	<p>The Tenants Consultative Group (TCG) along with tenants editorial panels will inform, shape and scrutinise information contained within the annual report.</p>	Tenants Annual Report 2014/15
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Open	Cabinet 22/10/15	Yes	<p>Tenants Rental Exchange Scheme As part of the Councils continued preparations for welfare reform the above Scheme is aimed at ensuring tenants' can opt into arrangements allowing them to use rental payments to inform their overall credit score. Tenants payment history is not usually captured and this scheme will show that developing and improving credit ratings can give tenants' access to more sensible borrowing options and support income and debt management.</p>	<p>Portfolio Holder for Housing and Waste Management Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk</p>	<p>The Tenants Consultative Group (TCG) will inform recommendations to Cabinet</p>	<p>Tenants Rental Exchange Scheme</p>
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Open	Cabinet 22/10/15	Yes	Budget Consultation 2016/17 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 Management Team Budget Consultation - Residents, Tenants, Voluntary & Business sectors	Budget Consultation 2016/17
Open	Cabinet 5/11/15	Yes	Local Council Tax Reduction Scheme 2016 onwards consultation results	Portfolio Holder for Operations and Assets Karen Taylor Head of Benefits karen-taylor@tamworth.gov.uk		
Open	Cabinet 26/11/15	No	Conservation Grant - 102-105 Lichfield Street, Tamworth Consideration of an application for a conservation grant for roof repairs	Portfolio Holder for Economy and Education Jane Parry, Matthew Bowers Development Plan and Conservation Officer jane-parry@tamworth.gov.uk, Head of Planning and Regeneration matthew-bowers@tamworth.gov.uk		Conservation Grant - 102-105 Lichfield Street, Tamworth

Open	Cabinet 26/11/15	Yes	Homelessness Prevention Strategy The Homelessness Act (2002) places a statutory duty on all Local Authorities to carry out a review of homelessness and to develop a new Homelessness Strategy every five years. This new Strategy fulfils this duty and sets out how the Council will proactively prevent homelessness and provide support to people who are homeless, or at risk of becoming homeless.	Portfolio Holder for Housing and Waste Management Steve Pointon Housing Strategy Manager stephen-pointon@tamworth.gov.uk		Homelessness Prevention Strategy
Open	Cabinet 26/11/15	No	Quarter Two 2015/16 Performance Report	Leader of the Council John Day Corporate Performance Officer john-day@tamworth.gov.uk		Quarter Two 2015/16 Performance Report

Open	Cabinet 26/11/15	Yes	Council Tax Base 2016/17 To report the Council Tax Base for the Borough Council for 2016/17	Portfolio Holder for Operations and Assets Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Council Tax Base 2016/17
Open	Cabinet 26/11/15	No	Write Offs 01/04/15 - 30/09/15 To provide Members with details of write offs from 01 April 2015 to 30 September 2015	Portfolio Holder for Operations and Assets Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Write Offs 01/04/15 - 30/09/15
Open	Cabinet 26/11/15	Yes	Draft Base Budget Forecasts 2016/17 to 2020/21 To inform Members of the re-priced base budget for 2016/17, base budget forecasts for the period 2016/17 to 2020/21 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 local residents, businesses and stakeholders	Draft Base Budget Forecasts 2016/17 to 2020/21

Open	Cabinet 26/11/15	Yes	VCS and Locality Commissioned Services Contract Review Review of the Council's voluntary and community sector commissions and the Tamworth Strategic Partnership's locality commissioned services for decisions on continuation of the services.	Leader of the Council Karen Adderley Head of Partnerships and Commissioning karen-adderley@tamworth.gov.uk	Discussions with key partners, portfolio holder, correspondence and impact assessments from current providers. TSP, Commissioning Hub, Partners, Voluntary and Community Sector, Members	VCS and Locality Commissioned Services Contract Review
Open	Cabinet 26/11/15	Yes	Tinkers Green and Kerria Regeneration To agree the method of procurement to engage a developer.	Portfolio Holder for Economy and Education Steve Pointon Housing Strategy Manager stephen-pointon@tamworth.gov.uk		Tinkers Green and Kerria Regeneration
Exempt	Cabinet 26/11/15	Yes	Council Garage Site Redevelopment To agree an approach for the redevelopment of Council owned Garage Sites	Portfolio Holder for Economy and Education Rob Barnes Director - Housing and Health rob-barnes@tamworth.gov.uk		Council Garage Site Redevelopment

Open	Cabinet 26/11/15	Yes	Revised Standards for Housing in Multiple Occupation (HMOs) To agree to the adoption of revised standards for HMOs including Category D Hostels and B&Bs used for Temporary Accommodation.	Portfolio Holder for Housing and Waste Management Steve Pointon Housing Strategy Manager stephen-pointon@tamworth.gov.uk		Revised Standards for Housing in Multiple Occupation (HMOs)
Open	Council 7/12/15	Yes	State of Tamworth Debate	Leader of the Council John Day Corporate Performance Officer john-day@tamworth.gov.uk		State of Tamworth Debate
Exempt	Cabinet 10/12/15	Yes	Service Charge Policy Update To report outcomes from the statutory consultation (where necessary) in relation to service charges for tenants and leaseholders. This relates to charged for services in the Councils own stock.	Portfolio Holder for Housing and Waste Management Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk	Statutory Consultation process applies to secure tenants pursuant to s103 1985 Housing Act (as amended). Feedback will also be reflected from wider consultation with the Tenant Consultation Group (TCG); Leaseholders and fixed term tenants as well as interested statutory partners.	Service Charge Policy Update

Open	Cabinet 5/11/15 Council 15/12/15	Yes	Equality and Diversity Scheme Update To receive approval for the updated Diversity and Equality Scheme and associated action plan.	Portfolio Holder for Operations and Assets Zoe Wolicki HR Adviser zoe- wolicki@tamworth.gov.uk		Equality and Diversity Scheme Update
Open	 Council 15/12/15	Yes	Review of Constitution	Portfolio Holder for Operations and Assets Jane Hackett Solicitor to the Council and Monitoring Officer jane- hackett@tamworth.gov.u k		Review of Constitution

Open	Cabinet 26/11/15 Council 15/12/15	Yes	Revised Gambling Act 2005 Statement of Principles 2016-2019 It is a requirement of the Gambling Act 2005 that the Council consults and publishes a revised Statement of Principles in respect of the requirements of the Act.	Portfolio Holder for Communities and Public Health Stephen Lewis Head of Environmental Health stephen-lewis@tamworth.gov.uk	Consultation to run from 1 August 2015 - 31 October 2015. Results to be presented to Licensing Committee on 12 November 2015 As listed in Annex F to Revised Policy and at www.tamworth.gov.uk	Summary of Revisions, 2016-2019 Draft Gambling Act 2005 Statement of Principles, 2016-2019 Guidance to Licensing Authorities, 5th Edition Gambling Commission, Licensing Commission and Enforcement Revised Gambling Act 2005 Statement of Principles 2016-2019
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Open	Cabinet 26/11/15 Council 15/12/15	Yes	<p>Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2015/16</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 2015/16</p>
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Open	Cabinet 14/01/16	Yes	Business Rates Income Forecast 2016/17 To report to and seek endorsement from Members on the Business Rates income forecast for 2016/17 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 2016/17
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Open	Cabinet 14/01/16	Yes	<p>Draft Budget & Medium Term Financial Strategy 2016/17</p> <p>To approve the draft package of budget proposals to consult with the Joint Scrutiny Committee (Budget) on 26th January 2016 and receive their feedback on:</p> <p>General Fund Revenue Budget and Council Tax for 2016/17;</p> <p>Housing Revenue Account budget for 2016/17;</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 2016/17</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.

