



TAMWORTH BOROUGH COUNCIL

FORWARD PLAN

Executive and Key Decisions for the period 1 November 2015 - 29 February 2016

*Published by Janice Clift on 30 October 2015 and updated on 4 November 2015, 12 November 2015, 16 November 2015 and 24 November 2015
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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>)
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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	Portfolio Holder for Economy and Education Rob Barnes Director - Housing and Health rob-barnes@tamworth.gov.uk		
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 10/12/15	No	Staffordshire Waste Partnership Memorandum of Understanding Consideration to sign up to a county wide agreement to collaborate within waste management services.	Portfolio Holder for Housing and Waste Management Andrew Barratt Director - Assets and Environment andrew-barratt@tamworth.gov.uk		Staffordshire Waste Partnership Memorandum of Understanding
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.uk		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 5/11/15 Council 15/12/15	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 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

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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Open	Cabinet 14/01/16	Yes	Anti Social Behaviour Policy - Council Tenants To update the Councils landlord Anti social behaviour policy following legislative changes contained within the ASB Crime & Policing Act 2014; as part of preparations for external assessment of the service under the Chartered Institute of Housing's RESPECT regulatory standards.	Portfolio Holder for Housing and Waste Management Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk	Consultation with Tenants Consultative Group and Corporate internal and external partners	Anti Social Behaviour Policy - Council Tenants
Open	Cabinet 14/01/16	Yes	Creative Quarter Progress Report progress report on the creative quarter project	Portfolio Holder for Economy and Education Matthew Bowers Head of Planning and Regeneration matthew-bowers@tamworth.gov.uk		Creative Quarter Progress Report

Open	Cabinet 18/02/16	No	Quarter Three 2015/16 Performance Report	Leader of the Council John Day Corporate Performance Officer john- day@tamworth.gov.uk		Quarter Three 2015/16 Performance Report
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Open	<p>Cabinet 18/02/16</p> <p>Council 23/02/16</p>	Yes	<p>Corporate Vision, Priorities Plan, Budget & Medium Term Financial Strategy 2016/17</p> <p>For Members to approve the Single Corporate Vision & Strategic Priorities for 2016/17 and the recommended package of budget proposals to enable the Council to agree the:</p> <p>General Fund Revenue budget and Council Tax for 2016/17;</p> <p>Housing Revenue Account (HRA) budget for 2016/17;</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 2016/17</p>
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Open	Cabinet 14/01/16 Council 15/03/16	Yes	Counter Terrorism and Security Act 2015 To secure Members' approval to adopt the proposed Prevent Strategy 2015-2017 and the underpinning action plan	Portfolio Holder for Communities and Public Health David Fern Community Safety Manager david-fern@tamworth.gov.uk		Counter Terrorism and Security Act 2015
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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.

