



## TAMWORTH BOROUGH COUNCIL

### FORWARD PLAN

#### Executive and Key Decisions for the period 1 November 2016 - 28 February 2017

*Published by Janice Clift on 31 October 2016 and updated on 8 November 2016, 9 November 2016 and 28 November 2016  
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<b>Conf/Non-Con</b>	<b>Decision to be taken by/Date</b>	<b>Key Decision</b>	<b>Subject</b>	<b>Portfolio and Contact Officer details/Author</b>	<b>Principal Groups &amp; Organisations proposed to be consulted prior to making the decision and the means of consultation</b>	<b>Background Papers (<i>All Papers are available for inspection via the Contact Officer</i>)</b>
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Open	<b>Cabinet 3/11/16</b>	Yes	<p>Tamworth Conservation Areas</p> <p>To consider review of the Conservation Area Management Plans.</p> <p>To consider the implications of the recommendations from the Scrutiny Committee in relation to the former Wilnecote School site.</p>	<p>Portfolio Holder for Regeneration</p> <p>Matthew Bowers Head of Managed Growth, Regeneration and Development matthew-bowers@tamworth.gov.uk</p>		Tamworth Conservation Areas
Open	<b>Cabinet 3/11/16</b>	No	<p>Budget Consultation 2017/18</p>	<p>Leader of the Council</p> <p>John Day Corporate Performance Officer john-day@tamworth.gov.uk</p>		Budget Consultation 2017/18

Open	<b>Cabinet 24/11/16</b>	Yes	<p>Affordable Housing Development Programme</p> <p>This report updates members on the progress so far in providing new affordable housing supply in Tamworth through the garage development programme and acquisition of units built through section106 agreements. It requests approval to continue to deliver new supply through Council new build, acquisition and partnership working with registered providers. This report also considers the plans for retained garage sites which are unsuitable for development.</p>	<p>M Thurgood Rob Barnes, Deborah Casey, Steve Pointon Corporate Director Communities, Partnerships and Housing rob-barnes@tamworth.gov.uk, Housing Conditions and Supply Manager deborah-casey@tamworth.gov.uk, Head of Strategic Housing Services stephen-pointon@tamworth.gov.uk</p>		Affordable Housing Development Programme
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Open	<b>Cabinet 24/11/16</b>	No	Quarter Two 2016/17 Performance Report	Leader of the Council John Day Corporate Performance Officer john- day@tamworth.gov.uk		Quarter Two 2016/17 Performance Report
Open	<b>Cabinet 24/11/16</b>	Yes	Council Tax Base 2017/18  To report the Council Tax Base for the Borough Council for 2017/18	Portfolio Holder for Assets and Finance Michael Buckland Head of Revenues michael- buckland@tamworth.gov. uk		Council Tax Base 2017/18
Open	<b>Cabinet 24/11/16</b>	Yes	Draft Base Budget Forecasts 2017/18 to 2021/22  To inform Members of the re-priced base budget for 2017/18, base budget forecasts for the period 2017/18 to 2021/22 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 2017/18 to 2021/22

Open	<b>Cabinet 24/11/16</b>	No	Write Offs 01/04/16 - 30/09/16  To provide Members with details of Write Offs from 01 April 2016 to 30 September 2016	Portfolio Holder for Assets and Finance Michael Buckland, Stefan Garner Head of Revenues michael-buckland@tamworth.gov.uk, Director of Finance stefan-garner@tamworth.gov.uk		Write Offs 01/04/16 - 30/09/16
Open	<b>Cabinet 24/11/16</b>	Yes	Repairs and Investment Services  To confirm the tendering of a contract for repairs and investment services for Council housing	Portfolio Holder for Housing Services Rob Barnes, Paul Weston Corporate Director Communities, Partnerships and Housing rob-barnes@tamworth.gov.uk, Head of Asset Management - Property Services paul-weston@tamworth.gov.uk		Repairs and Investment Services
Open	<b>Cabinet 24/11/16</b>	Yes	Commercial Investment Strategy - (Progress Report)	Leader of the Council Anthony E Goodwin Chief Executive tony-goodwin@tamworth.gov.uk		Commercial Investment Strategy - (Progress Report)

Open	Cabinet 24 Nov 2016  <b>Council 13/12/16</b>	Yes	<p>Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2016/17</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 Assets and Finance Stefan Garner Director of Finance stefan-garner@tamworth.gov.uk</p>		<p>Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2016/17</p>
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Open	Cabinet 24 Nov 2016  <b>Council 13/12/16</b>	Yes	Local Council Tax Reduction Scheme 2017/18 onwards	Portfolio Holder for Assets and Finance Karen Taylor Head of Benefits karen- taylor@tamworth.gov.uk	on line consultation process	Local Council Tax Reduction Scheme 2017/18 onwards
Open	  <b>Council 13/12/16</b>	Yes	Amendment to Polling Station Scheme  To amend the polling station scheme.	Portfolio Holder for Assets and Finance Bernadette Flanagan, Jane Hackett Elections Officer bernadette- flanagan@tamworth.gov. uk, Solicitor to the Council and Monitoring Officer jane- hackett@tamworth.gov.u k		Amendment to Polling Station Scheme

Open	Cabinet 24 Nov 2016  <b>Council 13/12/16</b>	Yes	<p>Appointment of External Auditors 2018/19</p> <p>In place of the Audit Commission new arrangements were needed for the appointment of external auditors. The Local Audit and Accountability Act 2014 requires authorities to either opt in to the appointing person regime or to establish an auditor panel and conduct their own procurement exercise.</p>	<p>Portfolio Holder for Assets and Finance Stefan Garner Director of Finance stefan-garner@tamworth.gov.uk</p>		Appointment of External Auditors 2018/19
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Exempt	<b>Council 13/12/16</b>	No	<p>Appointment of Independent Persons</p> <p>The selection by three members of Audit and Governance Committee which sat as a panel for the appointment of two Independent Persons in terms of the Localism Act 2011. The appointments require endorsement from Council.</p>	<p>Portfolio Holder for Assets and Finance Jane Hackett Solicitor to the Council and Monitoring Officer jane-hackett@tamworth.gov.uk</p>		Appointment of Independent Persons
Exempt	<b>Cabinet 19/01/17</b>	Yes	<p>Early Intervention Domestic Abuse Worker</p> <p>To agree the continued commission of a Early Intervention Domestic Abuse Worker (Community Safety) for 2017/18</p>	<p>Portfolio Holder for Communities Joanne Sands Head of Community Safety joanne-sands@tamworth.gov.uk</p>	<p>Staffordshire Police and Pathways have been asked to provided Community Impact Assessments for end of current funding</p> <p>Staffordshire Police Community Safety Partnership Pathways</p>	Early Intervention Domestic Abuse Worker

Open	<b>Cabinet 19/01/17</b>	Yes	<p>Business Rates Income Forecast 2017/18</p> <p>To report to and seek endorsement from Members on the Business Rates income forecast for 2017/18 under the Business Rates Retention Scheme</p>	<p>Portfolio Holder for Assets and Finance Michael Buckland Head of Revenues michael- buckland@tamworth.gov. uk</p>		<p>Business Rates Income Forecast 2017/18</p>
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Open	<b>Cabinet 19/01/17</b>	Yes	<p>Draft Budget &amp; Medium Term Financial Strategy 2017/18</p> <p>To approve the draft package of budget proposals to consult with the Joint Scrutiny Committee (Budget) on 24th January 2017 and receive their feedback on:</p> <p>General Fund Revenue Budget and Council Tax for 2017/18; Housing Revenue Account budget for 2017/18; Capital Programme; &amp; 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 Joint Scrutiny Committee (Budget)</p>	Draft Budget & Medium Term Financial Strategy 2017/18
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Open	<b>Cabinet 19/01/17</b>	Yes	<p>Welfare Reform - Impact on Council Tenants</p> <p>The Welfare Reform &amp; Work Act 2016 contains a range of clauses relating to Council tenants' rents; benefit caps and associated rent standards. Following on from rent reductions in April this year, this report will assess commencement of further provisions within the Act.</p>	<p>Portfolio Holder for Housing Services Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk</p>	<p>The tenant consultative group will inform the impact assessment for tenants</p>	<p>Welfare Reform - Impact on Council Tenants</p>
Open	<b>Cabinet 19/01/17</b>	No	<p>Release of Section 106 Monies</p> <p>Request release of Section 106 funding to enhance open space facilities</p>	<p>Portfolio Holder for Environment and Culture Sarah McGrandle Head of Environmental Management sarah-mcgrandle@tamworth.gov.uk</p>		<p>Release of Section 106 Monies</p>

Open	<b>Cabinet 16/02/17</b>	No	Quarter Three 2016/17 Performance Report	Leader of the Council John Day Corporate Performance Officer john- day@tamworth.gov.uk		Quarter Three 2016/17 Performance Report
Open	<b>Cabinet 16/02/17</b>	Yes	Write Offs 01/04/16 - 31/12/16  Members endorse debt written off for the period 01/04/16 - 31/12/16	Portfolio Holder for Assets and Finance Michael Buckland Head of Revenues michael- buckland@tamworth.gov. uk		Write Offs 01/04/16 - 31/12/16

Open	Cabinet 16 Feb 2017  <b>Council 21/02/17</b>	Yes	<p>Corporate Vision, Priorities Plan, Budget &amp; Medium Term Financial Strategy 2017/18</p> <p>For Members to approve the Vision Statement &amp; Priority Themes, Corporate Priorities for 2017/18 and the recommended package of budget proposals to enable the Council to agree the:</p> <p>General Fund Revenue budget and Council Tax for 2017/18;</p> <p>Housing Revenue Account (HRA) budget for 2017/18;</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</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 Local residents, businesses and stakeholders Joint Scrutiny Committee (Budget)</p>	<p>Corporate Vision, Priorities Plan, Budget &amp; Medium Term Financial Strategy 2017/18</p>
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## DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

<b>1</b>	Information relating to any individual.
<b>2</b>	Information which is likely to reveal the identity of an individual.
<b>3</b>	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
<b>4</b>	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.
<b>5</b>	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
<b>6</b>	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.
<b>7</b>	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

