



## TAMWORTH BOROUGH COUNCIL

### FORWARD PLAN

#### Executive and Key Decisions for the period 1 August 2020 - 30 November 2020

*Published by Jodie Small  
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Updated on 11<sup>th</sup> August, 21<sup>st</sup> August, 25<sup>th</sup> August & 27<sup>th</sup> August 2020  
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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 (All Papers are available for inspection via the Contact Officer)</b>
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Exempt	<b>Cabinet 19/03/20</b>	No	Tamworth Borough Council Grant Schemes	Portfolio Holder for Housing Services and Communities Karen Clancy, Jackie Hodgkinson Partnerships Manager karen-clancy@tamworth.gov.uk , Children & Families Safeguarding Officer jackie-hodgkinson@tamworth.gov.uk		Tamworth Borough Council Grant Schemes
Open	<b>Cabinet 20/08/20</b>	Yes	Write Offs - 1st April 2020 - 30th June 2020 To endorse the amount of debt written off for the period 01 April 2020 to 30 June 2020	Portfolio Holder for Assets and Finance Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Write Offs - 1st April 2020 - 30th June 2020

Open	<b>Cabinet 20/08/20</b>	Yes	Budget and Medium Term Financial Planning Process 2021/22 To seek agreement to the proposed budget and medium term financial planning process for General Fund and the Housing Revenue Account for 2021/22	Leader of the Council Lynne Pugh Assistant Director Finance lynne-pugh@tamworth.gov.uk		Budget and Medium Term Financial Planning Process 2021/22
Open	<b>Cabinet 10/09/20</b>	Yes	Local Council Tax Reduction Scheme 2021/22 Approval of proposals for the review of the Local Council Tax Reduction Scheme for 2021/22	Portfolio Holder for Assets and Finance Lynne Pugh, Jane Smith Assistant Director Finance lynne-pugh@tamworth.gov.uk, Head of Benefits Jane-Smith@tamworth.gov.uk		Local Council Tax Reduction Scheme 2021/22

Open	<b>Cabinet 10/09/20</b>	No	Release of Mobile Phone Capital Contingency Funding Report to request release of capital contingency funding to cover costs associated with a new organisation wide mobile phone contract.	Portfolio Holder for Culture and Operational Services Zoe Wolicki, Gareth Youlden Assistant Director People zoe-wolicki@tamworth.gov.uk , gareth-youlden@tamworth.gov.uk		Release of Mobile Phone Capital Contingency Funding
Open	<b>Cabinet 10/09/20</b>	No	Quarter One 2020/21 Performance Report	Leader of the Council John Day Knowledge, Performance and Insight Co-ordinator john-day@tamworth.gov.uk		Quarter One 2020/21 Performance Report

Open	Cabinet 20 Aug 2020  <b>Council 15/09/20</b>	Yes	<p>Annual Report on the Treasury Management Service and Actual Prudential Indicators 2019/20</p> <p>The Annual Treasury report is a requirement of the Council's reporting procedures.</p> <p>It covers the Treasury activity for 2019/20, and the actual Prudential Indicators for 2019/20.</p> <p>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 Assets and Finance Joanne Goodfellow Head of Finance joanne-goodfellow@tamworth.gov.uk</p>		Annual Report on the Treasury Management Service and Actual Prudential Indicators 2019/20
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Open	<b>Council 27/10/20</b>	Yes	Pay Policy Statement 2020 Pay Policy Statement 2020 including Gender Pay Gap Report	Leader of the Council Jackie Noble, Zoe Wolicki Head HR and Organisational Development Jackie-Noble@tamworth.gov.uk, Assistant Director People zoe-wolicki@tamworth.gov.uk		Pay Policy Statement 2020
Open	<b>Council 27/10/20</b>	Yes	Diversity and Equality Scheme 2020- 2024 Diversity and Equality Scheme 2020- 2024	Leader of the Council Zoe Wolicki Assistant Director People zoe-wolicki@tamworth.gov.uk	consulted with Trade Unions UNISON, UNITE, GMB	Diversity and Equality Scheme 2020- 2024
Open	<b>Cabinet 12/11/20</b>	Yes	Housing Strategy 2021-23 To consider and approve the proposed Housing Strategy	Portfolio Holder for Housing Services and Communities Sue Phipps, Joanne Sands Strategic Housing Manager sue-hipps@tamworth.gov.uk , Assistant Director Partnerships joanne-sands@tamworth.gov.uk	Stakeholder consultation Health and Wellbeing Scrutiny	Housing Strategy 2021-23

Open	<b>Cabinet 3/12/20</b>	Yes	Council Tax Base 2021/22 To report the Council Tax Base for the Borough Council for 2021/22	Portfolio Holder for Assets and Finance Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Council Tax Base 2021/22
Open	<b>Cabinet 3/12/20</b>	Yes	Draft Base Budget Forecasts 2021/22 to 2025/26 To inform Members of the re-priced base budget for 2021/22, base budget forecasts for the period 2022/23 to 2025/26 and the underlying assumptions and to consider the future strategy to address the financial trends	Leader of the Council Stefan Garner, Lynne Pugh Executive Director Finance stefan-garner@tamworth.gov.uk , Assistant Director Finance lynne-pugh@tamworth.gov.uk	Discussions with EMT following Budget Consultation with local stakeholders Local residents, businesses and stakeholders	Draft Base Budget Forecasts 2021/22 to 2025/26
Open	<b>Cabinet 3/12/20</b>	Yes	Write offs 1 April 2020 - 30 September 2020 That Members endorse the amount of debt written off for the period 01 April 2020 to 30 September 2020	Portfolio Holder for Assets and Finance Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Write offs 1 April 2020 - 30 September 2020

Open	<b>Cabinet 3/12/20</b>	Yes	Review of Temporary Reserves, Retained Funds and Provisions To advise Members on the levels of reserves and to seek approval to re-purpose unspent reserves, following review by the Executive Director Finance	Portfolio Holder for Assets and Finance Lynne Pugh Assistant Director Finance lynne-pugh@tamworth.gov.uk	CMT following requests from budget managers	Review of Temporary Reserves, Retained Funds and Provisions
Open	Cabinet 3 Dec 2020 <b>Council 15/12/20</b>	Yes	Local Council Tax Reduction Scheme 2021/22 onwards To advise Members of the proposed Local Council Tax Reduction Scheme from 2021/22 onwards.	Portfolio Holder for Assets and Finance Lynne Pugh, Jane Smith Assistant Director Finance lynne-pugh@tamworth.gov.uk, Head of Benefits Jane-Smith@tamworth.gov.uk		Local Council Tax Reduction Scheme 2021/22 onwards



Open	Cabinet 3 Dec 2020  <b>Council 15/12/20</b>	Yes	<p>Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2020/21</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 Joanne Goodfellow Head of Finance joanne-goodfellow@tamworth.gov.uk</p>		<p>Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2020/21</p>
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Open	<b>Cabinet 21/01/21</b>	Yes	<p>Draft Budget &amp; Medium Term Financial Strategy 2021/22</p> <p>To approve the draft package of budget proposals to consult with the Joint Scrutiny Committee (Budget) on 30th January 2020 and receive their feedback on:</p> <p>General Fund Revenue Budget and Council Tax for 2020/21;</p> <p>Housing Revenue Account budget for 2020/21;</p> <p>Capital Programme; &amp; Medium Term Financial Strategy.</p>	<p>Leader of the Council Stefan Garner, Lynne Pugh Executive Director Finance stefan-garner@tamworth.gov.uk , Assistant Director Finance lynne-pugh@tamworth.gov.uk</p>	<p>Discussions with Cabinet following Budget Consultation with local residents, businesses and stakeholders Local residents, businesses and stakeholders Joint Scrutiny Committee (Budget)</p>	Draft Budget & Medium Term Financial Strategy 2021/22
Open	<b>Cabinet 21/01/21</b>	Yes	<p>Business Rates Income Forecast 2021/22</p> <p>The Business Rates Income forecast for 2021/22</p>	<p>Portfolio Holder for Assets and Finance Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk</p>		Business Rates Income Forecast 2021/22

Open	Cabinet 18 Feb 2021  <b>Council 23/02/21</b>	Yes	<p>Corporate Vision, Priorities Plan, Budget &amp; Medium Term Financial Strategy 2021/22</p> <p>For Members to approve the Vision Statement &amp; Priority Themes, Corporate Priorities for 2021/22 and the recommended package of budget proposals to enable the Council to agree the:</p> <p>General Fund Revenue budget and Council Tax for 2021/22;</p> <p>Housing Revenue Account (HRA) budget for 2021/22;</p> <p>the Capital Programme &amp; Corporate Capital Strategy;</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</p>	<p>Leader of the Council Stefan Garner, Lynne Pugh Executive Director Finance stefan-garner@tamworth.gov.uk , Assistant Director Finance lynne-pugh@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) Executive Management Team Local residents, businesses and stakeholders Joint Scrutiny Committee (Budget)</p>	<p>Corporate Vision, Priorities Plan, Budget &amp; Medium Term Financial Strategy 2021/22</p>
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Open	<b>Cabinet 18/02/21</b>	Yes	Write offs 01 April 2020 to 31 December 2020 That Members endorse the amount of debt written off for the period 01 April 2020 to 31 December 2020	Portfolio Holder for Assets and Finance Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Write offs 01 April 2020 to 31 December 2020
Open	<b>Cabinet</b>	No	Update of Environmental Crime Policy To approve legislative, organisational and penalty updates for environmental crime issues following review	Portfolio Holder for Regulatory & Community Safety Joanne Sands Assistant Director Partnerships joanne-sands@tamworth.gov.uk		Update of Environmental Crime Policy
Open	<b>Cabinet</b>	Yes	ICT Strategy ICT Strategy 2020 - 2025	Portfolio Holder for Culture and Operational Services Zoe Wolicki, Gareth Youlden Assistant Director People zoe-wolicki@tamworth.gov.uk , gareth-youlden@tamworth.gov.uk	Internal only CMT Heads of Service Trade Unions	ICT Strategy

Open	Cabinet 30 Nov 2017  <b>Council</b>	Yes	Commercial Investment Strategy Update To create a capital fund to allow agreed investments be made in land or property	Leader of the Council Andrew Barratt Chief Executive andrew-barratt@tamworth.gov.uk	Part of the Commercial Investment Strategy Process	Commercial Investment Strategy Update
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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.

