



## TAMWORTH BOROUGH COUNCIL

### FORWARD PLAN

**Executive and Key Decisions for the period 1 October 2021 - 31 January 2022**

*Published by Jodie Small  
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Updated on 5, 15, 18, 20<sup>th</sup> & 27<sup>th</sup> October 21*

<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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Open	<b>Cabinet 21/10/21</b>	Yes	Council Housing Annual Report 2020/2021 Council Tenants' Annual Report for the previous year detailing compliance with the Regulator Social housing Consumer Standards and performance across key landlord services	Portfolio Holder for Social Housing and Homelessness Prevention Tina Mustafa Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk	Referred to the Tenants group as part of the landlord regulatory framework Tenant Consultative Group	Council Housing Annual Report 2020/2021
Open	<b>Cabinet 21/10/21</b>	No	Modern Slavery and Human Trafficking Statement 2020/21 To approve the Modern Slavery and Human Trafficking Statement 2020/21 for publication	Portfolio Holder for Regulatory & Community Safety Joanne Sands Assistant Director Partnerships joanne-sands@tamworth.gov.uk	Audit and Governance	Modern Slavery and Human Trafficking Statement 2020/21
Open	<b>Cabinet 21/10/21</b>	No	South Staffs Legal Service additional funding to support structural changes in South Staffs Legal shared service.	Portfolio Holder for Finance and Customer Services Anica Goodwin Executive Director Organisation anica-goodwin@tamworth.gov.uk		South Staffs Legal Service

Exempt	<b>Cabinet 11/11/21</b>	Yes	Homelessness Winter Relief 21/22 update Homelessness Update	Portfolio Holder for Social Housing and Homelessness Prevention Sarah Finnegan, Tina Mustafa Head of Homelessness & Housing Solutions, Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk		Homelessness Winter Relief 21/22 update
Open	<b>Cabinet 11/11/21</b>	Yes	Tenancy Management Policy To set out the legislative impact around dealing with fixed term tenancies for council housing tenants'.	Portfolio Holder for Social Housing and Homelessness Prevention Tina Mustafa Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk		Tenancy Management Policy
Open	<b>Cabinet 11/11/21</b>	No	Corporate Enforcement Policy To approve a corporate enforcement policy	Portfolio Holder for Regulatory & Community Safety Joanne Sands Assistant Director Partnerships joanne-sands@tamworth.gov.uk	Service heads CMT Legal Services	Corporate Enforcement Policy

Open	<b>Cabinet 11/11/21</b>	No	Investment in Town Hall ICT Infrastructure and Equipment Report to identify the investment required within the Town Hall in order to be able to effectively deliver a range of hybrid on line meetings	Leader of the Council Anica Goodwin Executive Director Organisation anica-goodwin@tamworth.gov.uk		Investment in Town Hall ICT Infrastructure and Equipment
Open	<b>Cabinet 11/11/21</b>	No	Replacement Backup System Replacement of the Council's network backup system.	Portfolio Holder for Finance and Customer Services Gareth Youlden Head of Technology and Information Services gareth-youlden@tamworth.gov.uk		Replacement Backup System
Open	<b>Cabinet 2/12/21</b>	No	Quarter Two 2021/22 Performance Report	Leader of the Council John Day Knowledge, Performance and Insight Co-ordinator john-day@tamworth.gov.uk		Quarter Two 2021/22 Performance Report

Open	<b>Cabinet 2/12/21</b>	Yes	Draft Base Budget Forecasts 2022/23 to 2026/27 To inform Members of the re-priced base budget for 2022/23, base budget forecasts for the period 2023/24 to 2026/27 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 2022/23 to 2026/27
Open	<b>Cabinet 2/12/21</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 Finance and Customer Services Stefan Garner, Lynne Pugh Executive Director Finance stefan-garner@tamworth.gov.uk , Assistant Director Finance lynne-pugh@tamworth.gov.uk	CMT following requests from budget managers	Review of Temporary Reserves, Retained Funds and Provisions

Open	<b>Cabinet 2/12/21</b>	Yes	Council Tax Base 2022/23 To report the Council Tax Base for the Borough Council for 2022/23	Portfolio Holder for Finance and Customer Services Michael Buckland Head of Revenues michael- buckland@tamworth.gov. uk		Council Tax Base 2022/23
Open	<b>Cabinet 2/12/21</b>	Yes	Write Offs Write Offs 01 April 2021 to 30 September 2021	Portfolio Holder for Finance and Customer Services Michael Buckland Head of Revenues michael- buckland@tamworth.gov. uk		Write Offs
Open	<b>Cabinet 2/12/21</b>	No	Future High Streets Fund Update Update on progress of the Future High Streets Fund programme of regeneration projects.	Leader of the Council Thomas Hobbs, Anna Miller Future High Streets Fund Project Officer thomas- hobbs@tamworth.gov.uk , Assistant Director – Growth & Regeneration Anna- Miller@tamworth.gov.uk		Future High Streets Fund Update

Open	<b>Cabinet 2/12/21</b>	Yes	Infrastructure Funding Statement 2020/21 To seek approval from Cabinet for the publication of the Infrastructure Funding Statement 2020/21.	Portfolio Holder for Regulatory & Community Safety Richard Powell Planning Policy and Delivery Team Leader richard-powell@tamworth.gov.uk		Infrastructure Funding Statement 2020/21
Open	<b>Cabinet 2/12/21</b>	Yes	Curtain Wall Tender Maintenance to the curtain wall is a capital project. A tender to appoint a suitably qualified building contractor exceeds the tender threshold of 100K.	Portfolio Holder for Environment and Leisure Anna Miller Assistant Director – Growth & Regeneration Anna-Miller@tamworth.gov.uk		Curtain Wall Tender
Open	<b>Cabinet 2/12/21</b>	Yes	Budget Consultation 2022/23 To receive feedback from the Budget Consultation carried out to inform the 2022/23 Medium Term Financial Strategy and Budget setting process.	Leader of the Council John Day, Linda Ram Knowledge, Performance and Insight Co-ordinator john-day@tamworth.gov.uk, Public Relations Officer and Copywriter linda-ram@tamworth.gov.uk	Consultation with local residents, businesses and voluntary sector groups (online questionnaire). Local residents, businesses and voluntary sector groups.	Budget Consultation 2022/23

Open	Cabinet 2 Dec 2021  <b>Council 14/12/21</b>	Yes	<p>Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2021/22</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 Finance and Customer Services Stefan Garner, Joanne Goodfellow Executive Director Finance stefan-garner@tamworth.gov.uk , Head of Finance joanne-goodfellow@tamworth.gov.uk</p>		<p>Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2021/22</p>
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Open	Cabinet 2 Dec 2021  <b>Council 14/12/21</b>	Yes	Local Council Tax Reduction Scheme 2022/23 The Local Council Tax Reduction Scheme 2022/23 for the Borough Council	Portfolio Holder for Finance and Customer Services Michael Buckland Head of Revenues michael- buckland@tamworth.gov. uk		Local Council Tax Reduction Scheme 2022/23
Open	Cabinet 2 Dec 2021  <b>Council 14/12/21</b>	No	Appointment of External Auditor - Re: Accounts Commencing 2023/2024 To advise Members of the options process and legislative requirement to appoint External Auditors for the Accounting Periods from 2023/2024.	Portfolio Holder for Finance and Customer Services Stefan Garner, Andrew Wood Executive Director Finance stefan- garner@tamworth.gov.uk , Audit Manager andrew- wood@tamworth.gov.uk		Appointment of External Auditor - Re: Accounts Commencing 2023/2024
Open	   <b>Cabinet 16/12/21</b>	No	Review of Council Housing Repairs Policy Report sets out the the Council Housing Repairs Policy following review.	Portfolio Holder for Social Housing and Homelessness Prevention Paul Weston Assistant Director Assets paul- weston@tamworth.gov.u k		Review of Council Housing Repairs Policy

Open	<b>Cabinet 20/01/22</b>	Yes	<p>Draft Budget &amp; Medium Term Financial Strategy 2022/23</p> <p>To approve the draft package of budget proposals to consult with the Joint Scrutiny Committee (Budget) on 26th January 2021 and receive their feedback on:</p> <p>General Fund Revenue Budget and Council Tax for 2021/22;</p> <p>Housing Revenue Account budget for 2021/22;</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 2022/23
Open	<b>Cabinet 20/01/22</b>	Yes	<p>Business Rates Income Forecast 2022/23</p> <p>Business Rates Income Forecast 2022/23 for the Borough Council</p>	<p>Portfolio Holder for Finance and Customer Services Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk</p>		Business Rates Income Forecast 2022/23

Open	<b>Cabinet 17/02/22</b>	Yes	Write Offs Write Offs 01 April 2021 to 31 December 2021	Portfolio Holder for Finance and Customer Services Michael Buckland Head of Revenues michael- buckland@tamworth.gov. uk		Write Offs
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Open	Cabinet 17 Feb 2022  <b>Council 22/02/22</b>	Yes	<p>Corporate Vision, Priorities Plan, Budget &amp; Medium Term Financial Strategy 2022/23</p> <p>For Members to approve the Vision Statement &amp; Priority Themes, Corporate Priorities for 2022/23 and the recommended package of budget proposals to enable the Council to agree the:</p> <p>General Fund Revenue budget and Council Tax for 2022/23;</p> <p>Housing Revenue Account (HRA) budget for 2022/23;</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 2022/23</p>
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Open	<b>Cabinet 7/04/22</b>	No	Future High Streets Fund Update Update on progress of the Future High Streets Fund programme of regeneration projects.	Leader of the Council Thomas Hobbs, Anna Miller Future High Streets Fund Project Officer thomas-hobbs@tamworth.gov.uk , Assistant Director – Growth & Regeneration Anna-Miller@tamworth.gov.uk		Future High Streets Fund Update
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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.



