



# TAMWORTH BOROUGH COUNCIL

## FORWARD PLAN

**Executive and Key Decisions for the period 1 November 2022 - 28 February 2023**

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<b>Exempt</b>	<b>Decision to be taken by</b>	<b>Date</b>	<b>Key Decision</b>	<b>Subject</b>	<b>Corporate Priorities</b>	<b>Other Committees to Consider Item / Date</b>	<b>Portfolio and Contact Officer details/Author</b>	<b>Proposed consultation and means</b>
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Open	Cabinet	20/10/22	Key	<p><b>Net Zero Carbon - baseline reporting</b></p> <p>This report will feedback the work undertaken by consultants to identify our carbon baseline.</p>	The Environment	Infrastructure, Safety and Growth Scrutiny Committee 14 Sep 2022	<p>Leader of the Council</p> <p>Anna Miller, Assistant Director – Growth &amp; Regeneration Anna-Miller@tamworth.gov.uk</p>	n/a
Exempt 3	Cabinet	20/10/22	Key	<p><b>Amington Local Centre Update</b></p> <p>To provide an update on and agree actions for the future development of Amington Local Centre.</p>	Infrastructure	Infrastructure, Safety and Growth Scrutiny Committee 11 Oct 2022	<p>Portfolio Holder for Skills, Planning, Economy &amp; Waste</p> <p>Matthew Fletcher, Head of Economic Development and Regeneration matthew-fletcher@tamworth.gov.uk</p>	not applicable at this time.

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Open	<b>Cabinet</b>	<b>20/10/22</b>	Key	<p><b>Council Housing Tenants Annual Report 2021/2022</b> To set out the annual performance across the housing service for 2021/2022 including reference to the Regulators latest consumer report.</p>	Infrastructure		<p>Portfolio Holder for Homelessness Prevention and Social Housing</p> <p>Tina Mustafa, Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk</p>	Tenant Consultative Group
Exempt 3	<b>Cabinet</b>	<b>20/10/22</b>	Key	<p><b>Marmion House Disposal Routes</b> To approve and outline the approaches to marketing and disposing of the Marmion House site for redevelopment.</p>	Town Centre	Infrastructure, Safety and Growth Scrutiny Committee 11 Oct 2022	<p>Leader of the Council</p> <p>Matthew Fletcher, Head of Economic Development and Regeneration matthew-fletcher@tamworth.gov.uk, Anna Miller, Assistant Director – Growth &amp;</p>	The proposals to redevelop Marmion House have already been made public through previous papers submitted to Cabinet and other Council governance boards and committees.

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							Regeneration Anna- Miller@tamworth.gov.uk	
Open	<b>Council</b>	<b>25/10/22</b>	Non-Key	<b>State of Tamworth Debate</b> State of Tamworth Debate	Infrastructure		Leader of the Council  Anica Goodwin, Executive Director Organisation anica-goodwin@tamworth.gov.uk	N/A
Open	<b>Cabinet</b>	<b>10/11/22</b>	Key	<b>Regulation Social Housing for the Councils own stock</b> To set out the requirements contained within the proposed Regulation Social Housing legislation; including preparations around the self-assessment and draft improvement plan	Infrastructure		Portfolio Holder for Homelessness Prevention and Social Housing  Tina Mustafa, Assistant Director Neighbourhoods tina-mustafa@tamw	To be considered by the Homelessness Prevention & Social Housing Sub Committee on 12/10/22

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				across all consumer standards			orth.gov.uk	
Open	<b>Cabinet</b>	<b>10/11/22</b>	Non-Key	<p><b>Gungate Regeneration Programme Terms of Reference</b></p> <p>To update on the Governance approach for the programme to deliver the regeneration of the Gungate Masterplan site.</p>	Town Centre	Corporate Scrutiny Committee 6 Oct 2022	<p>Portfolio Holder for Skills, Planning, Economy &amp; Waste</p> <p>Matthew Fletcher, Head of Economic Development and Regeneration matthew-fletcher@tamworth.gov.uk, Liz McCusker, Future High Streets Fund Project Officer liz-mccusker@tamworth.gov.uk</p>	not applicable
Open	<b>Cabinet</b>	<b>10/11/22</b>	Non-Key	<p><b>Grant Support for Tamworth Pride Event</b></p> <p>Proposal to provide an</p>			Portfolio Holder for Environment, Entertainment	Arts & Events

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				annual grant to help support the delivery of the Tamworth Pride Event			and Leisure  Sarah McGrandle, Assistant Director Operations and Leisure sarah-mcgrandle@tamworth.gov.uk, Adey Ramsel, Theatre, Artistic and Events Manager Adey-Ramsel@tamworth.gov.uk	
Exempt 1, 2	<b>Cabinet</b>	<b>10/11/22</b>	Non-Key	<b>Senior Regeneration Officer Role</b> To seek approval to add additional hours to the establishment to make the role of Senior Regeneration Officer full time.	Infrastructure		Portfolio Holder for Skills, Planning, Economy & Waste  Matthew Fletcher, Head of Economic Development and Regeneration	Not applicable

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							matthew-fletcher@tamworth.gov.uk	
Exempt 1,2,3,4	<b>Cabinet</b>	<b>10/11/22</b>	Key	<b>Recovery &amp; Reset Programme Update</b> To set out progress across all project areas; specifically relating to options around Marmion House; customer service reception arrangements and service re-design proposals	Infrastructure		Leader of the Council  Tina Mustafa, Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk	Recovery & Reset Board set for 26/10/22 and Corporate Scrutiny as required
Open	<b>Cabinet</b>	<b>1/12/22</b>	Non-Key	<b>Quarter two 2022/23 performance report</b> Quarter two 2022/23 performance report		Corporate Scrutiny Committee 17 Nov 2022	Leader of the Council  John Day, Knowledge, Performance and Insight Co-ordinator johnda@tamworth.gov.uk	None

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Open	<b>Cabinet Council</b>	<b>1/12/22</b> <b>13/12/22</b>	Key	<p><b>Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2022/23</b></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>	The Economy		<p>Portfolio Holder for Finance, Risk and Customer Services</p> <p>Roger Bennett, Head of Finance roger-bennett@tamworth.gov.uk, Joanne Goodfellow, Assistant Director Finance joanne-goodfellow@tamworth.gov.uk</p>	None required
Open	<b>Cabinet</b>	<b>1/12/22</b>	Key	<p><b>Draft Base Budget Forecasts 2023/24 to 2027/28</b></p> <p>To inform Members of the re-priced base</p>	Infrastructure		<p>Leader of the Council</p> <p>Stefan Garner, Executive</p>	Discussions with EMT following Budget Consultation



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				budget for 2023/24, base budget forecasts for the period 2024/25 to 2027/28 and the underlying assumptions and to consider the future strategy to address the financial trends			Director Finance stefan-garner@tamworth.gov.uk, Joanne Goodfellow, Assistant Director Finance joanne-goodfellow@tamworth.gov.uk	with local stakeholders: Local residents, businesses and stakeholders
Open	Cabinet	1/12/22	Non-Key	<b>iTrent HR and Payroll System</b> The report will set out decisions for Cabinet approval associated with the proposal to move the current iTrent HR and Payroll ICT system to a hosted service. Specifically - 1. Release of funding from the cyber security grant reserve 2. Creation of a new capital scheme to fund the implementation.			Portfolio Holder for Finance, Risk and Customer Services  Gareth Youlden, Head of Technology and Information Services gareth-youlden@tamworth.gov.uk	N/A

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				It will also advise Cabinet of the new contract.				
Open	<b>Cabinet</b>	<b>1/12/22</b>	Key	<b>Purchase of a Digital Solution to Support the Implementation of the Elections Act</b> To seek Cabinet approval to purchase a digital solution to support the implementation of the Elections Act 2022.	Infrastructure		Zoe Wolicki, Assistant Director People zoe-wolicki@tamworth.gov.uk	Elected Members Corporate Management Team
Open	<b>Cabinet Council</b>	<b>1/12/22</b> <b>13/12/22</b>	Key	<b>Local Council Tax Reduction Scheme 2023/24</b> To advise members and seek endorsement of the Local Council Tax Reduction Scheme for 2023/24	Living in Tamworth		Portfolio Holder for Finance, Risk and Customer Services  Michael Buckland, Head of Revenues michael-buckland@tamworth.gov.uk	Not applicable

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Exempt 3	<b>Cabinet</b>	<b>1/12/22</b>	Key	<p><b>Delivery of Housing Repairs using a Price Per Property Model</b></p> <p>This report sets out the proposals for implementing changes within the pricing mechanism for housing repairs from the use of a Schedule of Rates [SOR] to a Price Per Property [PPP].</p>	Living in Tamworth		<p>Portfolio Holder for Homelessness Prevention and Social Housing</p> <p>Paul Weston, Assistant Director Assets paul-weston@tamworth.gov.uk</p>	Considered by members of the Housing and Homelessness Committee.
Open	<b>Council</b>	<b>13/12/22</b>	Key	<p><b>REVISED STATEMENT OF LICENSING POLICY 2023 - 2025</b></p> <p>To seek approval for the revised draft Statement of Licensing Policy 2023-2025 as suitable to go out to consultation. To review the authority's Cumulative Impact Policy (which forms part of the Statement of Licensing Policy 2023-2025) as part of the consultation</p>	The Economy	Licensing Committee 23 Nov 2022	<p>Portfolio Holder for Voluntary sector, Town Centre, Evening economy &amp; Community Safety</p> <p>Sarah Gear, Senior Licensing Officer sarah-gear@tamworth.gov.uk</p>	The Licensing Authority consulted with local businesses, parish councils, elected members, and responsible authorities. In addition to these bodies all premises and personal licence holders were also

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				process.				consulted
Open	<b>Council</b>	<b>13/12/22</b>	Key	<p><b>REVISED GAMBLING ACT 2005 STATEMENT OF PRINCIPLES (POLICY STATEMENT) 2023 - 2026</b></p> <p>To advise that the Authority has a duty to review the current Gambling Act 2005 Statement of Principles (Policy Statement). To bring before the Licensing Committee the outcome of the approved consultation exercise for Tamworth Borough Council's draft Gambling Act 2005 Statement of Principles (Policy Statement) 2023 - 2026. The public consultation exercise concluded on 11th September 2022</p>	The Economy		<p>Portfolio Holder for Voluntary sector, Town Centre, Evening economy &amp; Community Safety</p> <p>Sarah Gear, Senior Licensing Officer sarah-gear@tamworth.gov.uk, Wendy Smith, Head of Environmental Health wendy-smith@tamworth.gov.uk</p>	<p>Section 349 (3) of the Act requires the Licensing Authority to consult the following on its Statement of Principles (Policy Statement) or subsequent revisions:</p> <ul style="list-style-type: none"> <li>•The Chief Officer of Police,</li> <li>•One or more persons who appear to the Licensing Authority to represent the interests of persons carrying on gambling businesses in</li> </ul>

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								<p>the Authorities area; and</p> <ul style="list-style-type: none"> <li>•One or more persons who appear to the Authority to represent the interests of persons who are likely to be affected by the exercise of the Authorities functions under the Act.</li> </ul> <p>The public consultation exercise was held between 24th June 2022 – 23rd July 2022. No responses were received to the consultation. A further consultation took place between 12th August 2022 – 11th September</p>

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								2022 due to an amendment of Policy Statement dates.
Open	<b>Council</b>	<b>13/12/22</b>	Non-Key	<p><b>Pay Policy Statement 2022</b></p> <p>This report details Tamworth Borough Council's Pay Policy Statement so that statutory guidance as set out in S38 of the Localism Act is adhered to.</p>			<p>Leader of the Council</p> <p>Jackie Noble, Head HR and Organisational Development Jackie-Noble@tamworth.gov.uk</p>	Not applicable
Open	<b>Cabinet</b>	<b>15/12/22</b>	Key	<p><b>Council Tax Base 2023/24</b></p> <p>To report the Council Tax Base for the Borough Council for 2023/24</p>	The Economy		<p>Portfolio Holder for Finance, Risk and Customer Services</p> <p>Michael Buckland, Head of Revenues michael-buckland@tamw</p>	Not applicable

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							orth.gov.uk	
Open	<b>Cabinet</b>	<b>15/12/22</b>	Non-Key	<b>Write Offs 1 April 2022 to 30 September 2022</b> Debt written off for the period 01 April 2022 to 30 September 2022	The Economy		Portfolio Holder for Finance, Risk and Customer Services  Michael Buckland, Head of Revenues michael-buckland@tamw.orth.gov.uk	Not applicable
Open	<b>Cabinet</b>	<b>15/12/22</b>	Key	<b>UK Shared Prosperity Fund - delivery</b> To detail all elements of the approach to delivering UK Shared Prosperity Fund in Tamworth.	Infrastructure		Leader of the Council  Matthew Fletcher, Head of Economic Development and Regeneration matthew-fletcher@tamwo.orth.gov.uk	Significant consultation has happened with members and relevant stakeholders in the development of the investment plan which was submitted to HMG in summer.

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Open	<b>Cabinet</b>	<b>15/12/22</b>	Key	<p><b>Infrastructure Funding Statement 2021/22</b> The report seeks Cabinet approval to publish the 2021/22 Infrastructure Funding Statement which sets out information in relation to the collection, allocation, and spending of planning obligations.</p>	Infrastructure	Infrastructure, Safety and Growth Scrutiny Committee 22 Nov 2022	<p>Portfolio Holder for Skills, Planning, Economy &amp; Waste</p> <p>Laura Massey laura-massey@tamworth.gov.uk, Richard Powell, Planning Policy and Delivery Team Leader richard-powell@tamworth.gov.uk</p>	This is predominantly a factual report and so no consultation is proposed at this point.
Open	<b>Cabinet</b>	<b>15/12/22</b>	Key	<p><b>Statements of Common Ground on Planning Issues</b> The report seeks Cabinet approval for the signing of a number of statements of common ground with other local planning authorities in the region in accordance</p>	Infrastructure		<p>Portfolio Holder for Skills, Planning, Economy &amp; Waste</p> <p>Richard Powell, Planning Policy and Delivery Team Leader</p>	No consultation is required in this instance.



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				with the duty to cooperate.			richard-powell@tamworth.gov.uk	
Open	<b>Cabinet</b>	<b>19/01/23</b>	Key	<p><b>Review of Temporary Reserves, Retained Funds and Provisions</b> To advise Members on the levels of reserves and to seek approval to re-purpose unspent reserves, following review by the Executive Director Finance</p>	Infrastructure		<p>Portfolio Holder for Finance, Risk and Customer Services</p> <p>Joanne Goodfellow, Assistant Director Finance joanne-goodfellow@tamworth.gov.uk</p>	CMT following requests from budget managers
Open	<b>Cabinet</b>	<b>19/01/23</b>	Key	<p><b>Draft Budget &amp; Medium Term Financial Strategy 2023/24</b> to approve the draft package of budget proposals to consult with the Joint Scrutiny Committee (Budget) on 26th January 2023 and</p>	Infrastructure	Joint Scrutiny (Budgets) 25 Jan 2023	<p>Leader of the Council</p> <p>Stefan Garner, Executive Director Finance stefan-garner@tamworth.gov.uk, Joanne</p>	Discussions with Cabinet following Budget Consultation with local residents, businesses and stakeholders

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				receive their feedback on: General Fund Revenue Budget and Council Tax for 2023/24; Housing Revenue Account budget for 2023/24; Capital Programme; & Medium Term Financial Strategy.			Goodfellow, Assistant Director Finance joanne-goodfellow@tamworth.gov.uk	Consultees Local residents, businesses and stakeholders Joint Scrutiny Committee (Budget)
Open	<b>Cabinet</b>	<b>19/01/23</b>	Key	<b>Business Rates Income Forecast 2023/24</b> To report to and seek endorsement from Members on the Business Rates income forecast for 2023/24	The Economy		Portfolio Holder for Finance, Risk and Customer Services  Michael Buckland, Head of Revenues michael-buckland@tamworth.gov.uk	Not applicable
Open	<b>Cabinet</b>	<b>23/02/23</b>	Non-Key	<b>Quarter three 2022/23 performance report</b> Quarter three 2022/23 performance report		Corporate Scrutiny Committee 8 Feb 2023	Leader of the Council  John Day,	None

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							Knowledge, Performance and Insight Co-ordinator johnda@tamworth.gov.uk	
Open	<b>Cabinet Council</b>	<b>23/02/23</b> <b>28/02/23</b>	Key	<p><b>Corporate Vision, Priorities Plan, Budget &amp; Medium Term Financial Strategy 2023/24</b></p> <p>For Members to approve the Vision Statement &amp; Priority Themes, Corporate Priorities for 2023/24 and the recommended package of budget proposals to enable the Council to agree the:</p> <p>General Fund Revenue budget and Council Tax for 2023/24; Housing Revenue Account (HRA) budget for 2023/24; the Capital Programme &amp; Corporate Capital</p>	Infrastructure		<p>Leader of the Council</p> <p>Stefan Garner, Executive Director Finance stefan-garner@tamworth.gov.uk, Joanne Goodfellow, Assistant Director Finance joanne-goodfellow@tamworth.gov.uk</p>	Discussions with Executive Management Team following Budget Consultation with local residents, businesses and stakeholders including the Joint Scrutiny Committee (Budget)

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				<p>Strategy; the Medium Term Financial Strategy (MTFS). and 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 the Prudential Indicators.</p>				
Open	<b>Cabinet</b>	<b>23/02/23</b>	Non-Key	<p><b>Write Offs 1 April 2022 to 31 December 2022</b> That Members endorse the amount of debt written off for the period 1st April 2022 to 31 December 2022</p>	The Economy		<p>Portfolio Holder for Finance, Risk and Customer Services</p> <p>Michael Buckland, Head of Revenues michael-buckland@tamw.orth.gov.uk</p>	Not applicable

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Open	<b>Cabinet</b>	<b>23/02/23</b>	Key	<p><b>Homelessness Strategic Update</b> Homelessness Strategy (2020-2025) sets out the improvement plan for each year. Cabinet will receive an update on the delivery plan for 2021/2022 including winter relief; temporary accommodation provision and charging.</p>	Living in Tamworth		<p>Portfolio Holder for Homelessness Prevention and Social Housing</p> <p>Tina Mustafa, Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk</p>	Homelessness Advisory Support Team
Open	<b>Council</b>	<b>21/03/23</b>	Key	<p><b>Hackney carriage and Private Hire Licensing Policy 2023 - 2027</b> This report seeks approval from committee members for consultation to begin on the draft Hackney Carriage and Private Hire Licensing Policy at Appendix A. The draft policy outlines the decision making</p>	The Economy		<p>Portfolio Holder for Voluntary sector, Town Centre, Evening economy &amp; Community Safety</p> <p>Sarah Gear, Senior Licensing Officer sarah-gear@tamworth.gov.uk</p>	If approved for consultation, all licensed Drivers, Proprietors of vehicles and operators will be consulted on the draft policy. The policy will also be published on the Tamworth

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				<p>framework that Tamworth Borough Council will apply when exercising its responsibilities for licensing hackney carriage and private hire vehicles, drivers and operators.</p>				<p>Borough Council website for public consultation.</p>