



# TAMWORTH BOROUGH COUNCIL

## FORWARD PLAN

**Executive and Key Decisions for the period 1 December 2022 - 31 March 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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Exempt	Decision to be taken by	Date	Key Decision	Subject	Corporate Priorities	Other Committees to Consider Item / Date	Portfolio and Contact Officer details/Author	Proposed consultation and means
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
Open	<b>Cabinet Council</b>	<b>1/12/22</b> <b>13/12/22</b>	Key	<b>Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2022/23</b> 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.	The Economy		Portfolio Holder for Finance, Risk and Customer Services  Roger Bennett, Head of Finance roger-bennett@tamworth.gov.uk, Joanne Goodfellow, Assistant Director Finance joanne-goodfellow@tamworth.gov.uk	None required

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				This report therefore ensures this Council is embracing Best Practice in accordance with CIPFA's Code of Practice.				
Open	<b>Cabinet</b>	<b>1/12/22</b>	Key	<b>Draft Base Budget Forecasts 2023/24 to 2027/28</b> To inform Members of the re-priced base 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	Infrastructure		Leader of the Council  Stefan Garner, Executive Director Finance stefan-garner@tamworth.gov.uk, Joanne Goodfellow, Assistant Director Finance joanne-goodfellow@tamworth.gov.uk	Discussions with EMT following Budget Consultation with local stakeholders: Local residents, businesses and stakeholders
Open	<b>Cabinet</b>	<b>1/12/22</b>	Non-Key	<b>iTrent HR and Payroll System</b> The report will set out decisions for Cabinet approval associated with			Portfolio Holder for Finance, Risk and Customer Services	N/A

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				<p>the proposal to move the current iTrent HR and Payroll ICT system to a hosted service. Specifically -</p> <ol style="list-style-type: none"> <li>1. Release of funding from the cyber security grant reserve</li> <li>2. Creation of a new capital scheme to fund the implementation.</li> </ol> <p>It will also advise Cabinet of the new contract.</p>			Gareth Youlden, Head of Technology and Information Services gareth-youlden@tamworth.gov.uk	
Open	<b>Cabinet</b>	<b>1/12/22</b>	Key	<p><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.</p>	Infrastructure		Zoe Wolicki, Assistant Director People zoe-wolicki@tamworth.gov.uk	Elected Members Corporate Management Team
Open	<b>Cabinet</b>	<b>1/12/22</b>	Key	<b>Local Council Tax Reduction Scheme</b>	Living in Tamworth		Portfolio Holder for Finance,	Not applicable

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	<b>Council</b>	<b>13/12/22</b>		<b>2023/24</b> To advise members and seek endorsement of the Local Council Tax Reduction Scheme for 2023/24			Risk and Customer Services  Michael Buckland, Head of Revenues michael-buckland@tamworth.gov.uk	
Exempt 3	<b>Cabinet</b>	<b>1/12/22</b>	Key	<b>Delivery of Housing Repairs using a Price Per Property Model</b> 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].	Living in Tamworth		Portfolio Holder for Homelessness Prevention and Social Housing  Paul Weston, Assistant Director Assets paul-weston@tamworth.gov.uk	Considered by members of the Housing and Homelessness Committee.
Open	<b>Council</b>	<b>13/12/22</b>	Key	<b>REVISED STATEMENT OF LICENSING POLICY 2023 - 2025</b> To seek approval for the	The Economy		Portfolio Holder for Voluntary sector, Town Centre, Evening	The Licensing Authority consulted with local

Exempt	Decision to be taken by	Date	Key Decision	Subject	Corporate Priorities	Other Committees to Consider Item / Date	Portfolio and Contact Officer details/Author	Proposed consultation and means
				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 process.		Licensing Committee 23 Nov 2022	economy & Community Safety  Sarah Gear, Senior Licensing Officer sarah-gear@tamworth.gov.uk	businesses, parish councils, elected members, and responsible authorities. In addition to these bodies all premises and personal licence holders were also consulted
Open	<b>Council</b>	<b>13/12/22</b>	Key	<b>REVISED GAMBLING ACT 2005 STATEMENT OF PRINCIPLES (POLICY STATEMENT) 2023 - 2026</b> 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	The Economy		Portfolio Holder for Voluntary sector, Town Centre, Evening economy & Community Safety  Sarah Gear, Senior Licensing Officer sarah-gear@tamworth.gov.uk, Wendy Smith, Head of Environmental	Section 349 (3) of the Act requires the Licensing Authority to consult the following on its Statement of Principles (Policy Statement) or subsequent revisions: •The Chief Officer of

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				<p>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>			<p>Health wendy-smith@tamworth.gov.uk</p>	<p>Police,  <ul style="list-style-type: none"> <li>•One or more persons who appear to the Licensing Authority to represent the interests of persons carrying on gambling businesses in the Authorities area; and</li> <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</p> </p>

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								24th June 2022 – 23rd July 2022. No responses were received to the consultation. A further consultation took place between 12th August 2022 – 11th September 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>  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



Exempt	Decision to be taken by	Date	Key Decision	Subject	Corporate Priorities	Other Committees to Consider Item / Date	Portfolio and Contact Officer details/Author	Proposed consultation and means
Open	<b>Cabinet</b>	<b>15/12/22</b>	Key	<b>Council Tax Base 2023/24</b> To report the Council Tax Base for the Borough Council 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>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@tamworth.gov.uk	Not applicable

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Open	Cabinet	15/12/22	Key	<p><b>UK Shared Prosperity Fund - delivery</b></p> <p>To detail all elements of the approach to delivering UK Shared Prosperity Fund in Tamworth.</p>	Infrastructure		<p>Leader of the Council</p> <p>Matthew Fletcher, Head of Economic Development and Regeneration matthew-fletcher@tamworth.gov.uk</p>	Significant consultation has happened with members and relevant stakeholders in the development of the investment plan which was submitted to HMG in summer.
Open	Cabinet	15/12/22	Key	<p><b>Infrastructure Funding Statement 2021/22</b></p> <p>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</p>	This is predominantly a factual report and so no consultation is proposed at this point.

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							h.gov.uk	
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 with the duty to cooperate.</p>	Infrastructure		<p>Portfolio Holder for Skills, Planning, Economy &amp; Waste</p> <p>Richard Powell, Planning Policy and Delivery Team Leader richard-powell@tamworth.gov.uk</p>	No consultation is required in this instance.
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@ta</p>	CMT following requests from budget managers

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							mworth.gov.uk	
Open	<b>Cabinet</b>	<b>19/01/23</b>	Key	<p><b>Draft Budget &amp; Medium Term Financial Strategy 2023/24</b></p> <p>o approve the draft package of budget proposals to consult with the Joint Scrutiny Committee (Budget) on 26th January 2023 and receive their feedback on:</p> <p>General Fund Revenue Budget and Council Tax for 2023/24; Housing Revenue Account budget for 2023/24; Capital Programme; &amp; Medium Term Financial Strategy.</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 Goodfellow, Assistant Director Finance joanne-goodfellow@tamworth.gov.uk</p>	<p>Discussions with Cabinet following Budget Consultation with local residents, businesses and stakeholders</p> <p>Consultees Local residents, businesses and stakeholders Joint Scrutiny Committee (Budget)</p>
Open	<b>Cabinet</b>	<b>19/01/23</b>	Key	<p><b>Business Rates Income Forecast 2023/24</b></p> <p>To report to and seek endorsement from</p>	The Economy		Portfolio Holder for Finance, Risk and Customer Services	Not applicable

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				Members on the Business Rates income forecast for 2023/24			Michael Buckland, Head of Revenues michael-buckland@tamworth.gov.uk	
Exempt 3	<b>Cabinet</b>	<b>19/01/23</b>	Key	<b>Swimming Subsidy Extension</b> An update of current swimming user data in order for a decision to be made on whether to extend the current swimming subsidy agreement.	Living in Tamworth		Portfolio Holder for Environment, Entertainment and Leisure  Karen Moss, Community Sports Officer karen-moss@tamworth.gov.uk	None
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, Knowledge, Performance and Insight Co-ordinator	None

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							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;</p> <p>Housing Revenue Account (HRA) budget for 2023/24;</p> <p>the Capital Programme &amp; Corporate Capital Strategy;</p> <p>the Medium Term Financial Strategy (MTFS).</p>	Infrastructure		<p>Leader of the Council</p> <p>Stefan Garner, Executive Director Finance stefan-garner@tamworth.gov.uk,</p> <p>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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				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.				
Open	<b>Cabinet</b>	<b>23/02/23</b>	Non-Key	<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	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>	Key	<b>Homelessness Strategic Update</b>	Living in Tamworth		Portfolio Holder for	Homelessness Advisory

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				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.			Homelessness Prevention and Social Housing  Tina Mustafa, Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk	Support Team
Open	<b>Council</b>	<b>21/03/23</b>	Key	<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 framework that Tamworth Borough Council will apply when exercising its	The Economy		Portfolio Holder for Voluntary sector, Town Centre, Evening economy & Community Safety  Sarah Gear, Senior Licensing Officer sarah-gear@tamworth.gov.uk	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 Borough Council website for public



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				responsibilities for licensing hackney carriage and private hire vehicles, drivers and operators.				consultation.
Open	<b>Cabinet</b>	<b>27/04/23</b>	Non-Key	<b>Tamworth Community Safety Partnership Plan 2023-2026</b> To endorse the updated Community Safety Partnership Plan 2023-2026	Living in Tamworth	Infrastructure, Safety and Growth Scrutiny Committee 23 Mar 2023	Portfolio Holder for Voluntary sector, Town Centre, Evening economy & Community Safety  Joanne Sands, Assistant Director Partnerships joanne-sands@tamworth.gov.uk	Tamworth Police, SCC, Staffordshire Commissioners Office for Police Fire and Crime, IS&G