



TAMWORTH BOROUGH COUNCIL

FORWARD PLAN

Executive and Key Decisions for the period 1 January 2024 - 30 April 2024

Published 29th December 2023 by Laura Sandland

01827 709616

Updated 4th January 2024

Updated 11th January 2024

Updated 12th January 2024

Updated 16th January 2024

Updated 22nd January 2024

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	Cabinet	25 Jan 2024	Yes	Business Rates Income Forecast 2024/25 To report to and seek endorsement from Members on the Business Rates income forecast for 2024/25	The Economy		Portfolio Holder for Operations and Finance Michael Buckland, Head of Revenues and Benefits michael-buckland@tamworth.gov.uk	None

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	Cabinet	25 Jan 2024	Yes	<p>Draft Budget & Medium Term Financial Strategy 2024/25</p> <p>To approve the draft package of budget proposals to consult with the Joint Scrutiny Committee (Budget) on 31st January 2024 and receive their feedback on:</p> <p>General Fund Revenue Budget and Council Tax for 2024/25;</p> <p>Housing Revenue Account budget for 2024/25;</p> <p>Capital Programme; & Medium Term Financial Strategy.</p>	The Economy	<p>Joint Scrutiny (Budgets)</p> <p>31 Jan 2024</p>	<p>Leader of the Council</p> <p>Joanne Goodfellow, Assistant Director Finance joanne-goodfellow@tamworth.gov.uk</p>	<p>Discussions with Cabinet following Annual Surevy (including Budget Consultation) with local residents, businesses and stakeholders</p> <p>Consultees Local residents, businesses and stakeholders Joint Scrutiny Committee (Budget)</p>

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
Exempt 3	Cabinet	25 Jan 2024	Yes	FHSF Update Quarterly FHSF Update	Infrastructure	Infrastructure, Safety and Growth Scrutiny Committee 17 Jan 2024	Portfolio Holder for Future High Street Fund Delivery Anna Miller, Assistant Director – Growth & Regeneration Anna-Miller@tamworth.gov.uk, Alice Poulton, Future High Streets Fund Project Officer alice-poulton@tamworth.gov.uk	n/a
Open	Cabinet	25 Jan 2024	No	Quarter Two 2023/24 Performance Report Quarter Two 2023/24 Performance Report	Living in Tamworth	Corporate Scrutiny Committee 20 Dec 2023	Leader of the Council Zoe Wolicki, Assistant Director People zoe-wolicki@tamworth.gov.uk	CMT

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	Cabinet	25 Jan 2024	No	Annual residents' survey results To present the results of the annual residents' survey to inform priority and budget setting.	Living in Tamworth		Portfolio Holder for Civic Pride and Engagement Tania Phillips, Head of Corporate Communications tania-phillips@tamworth.gov.uk	Local people Voluntary groups Local businesses Members
Exempt 3	Cabinet	25 Jan 2024	Yes	Solway Close Report Report detailing the options available for the future of the Solway Close site with recommendations.	Infrastructure		Leader of the Council Grace Coverson, Regeneration Officer Grace-Coverson@tamworth.gov.uk, Thomas Hobbs, Head of Economic Development and Regeneration thomas-hobbs@tamworth.gov.uk, Laura Patrick, Senior Regeneration Officer laura-patrick@tamworth.gov.uk	Members have previously been consulted through scrutiny and cabinet meetings

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
Exempt 3	Cabinet	25 Jan 2024	Yes	Update on commercial lease This report provides an update on a current commercial lease.	Town Centre		Portfolio Holder for Town Centre and Commercial Property Paul Weston, Assistant Director Assets paul-weston@tamworth.gov.uk	Update from previous reports to Cabinet
Open	Council	30 Jan 2024	No	Street Trading Policy 2024 - 2026 The aim of the Policy is to create a street trading environment which ensures fair trading, protects the amenity of residents, ensures the safety of those trading, promotes diversity and consumer choice and provides applicants with advice and guidance on the Council's approach to the administration for street trading consents and licences under Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982 ("the Act").	Infrastructure		Portfolio Holder for Environmental Health and Community Partnerships Sarah Gear, Senior Licensing Officer sarah-gear@tamworth.gov.uk	Public consultation on the draft Policy will be required with all relevant stakeholders. Advertisement on the areas defined as 'consent street' will also be required.

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	Cabinet	1 Feb 2024	No	Business Community Connector Scheme To consider the Council formally sign up to the Business Community Connector Scheme.	Living in Tamworth		Portfolio Holder for Environmental Health and Community Partnerships Karen Clancy, Partnerships Manager karen-clancy@tamworth.gov.uk, Stephanie Ivey, Partnership Officer Grants and Funding stephanie-ivey@tamworth.gov.uk	Consultation with Community Together CIC has been undertaken to support in amending the layout of the directory for ease of reading.

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	Cabinet	1 Feb 2024	Yes	Councillor and Community Grants Review To consider proposals for Councillor and Community Grants from April 2024	Living in Tamworth		Portfolio Holder for Environmental Health and Community Partnerships Karen Clancy, Partnerships Manager karen-clancy@tamworth.gov.uk, Stephanie Ivey, Partnership Officer Grants and Funding stephanie-ivey@tamworth.gov.uk, Joanne Sands, Assistant Director Partnerships joanne-sands@tamworth.gov.uk	Nominations and Grants Committee CMT Portfolio Holder
Open	Cabinet	22 Feb 2024	Yes	Write Offs 1st April 2023 to 31st December 2023 To endorse the amount of debt written off for the period 1st April 2023 to 31st December 2023	The Economy		Portfolio Holder for Operations and Finance Michael Buckland, Head of Revenues and Benefits michael-buckland@tamworth.gov.uk	None

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	Cabinet Council	22 Feb 2024 27 Feb 2024	Yes	<p>Corporate Vision, Priorities Plan, Budget & Medium Term Financial Strategy 2024/25</p> <p>For Members to approve the Vision Statement & Priority Themes, Corporate Priorities for 2024/25 and the recommended package of budget proposals to enable the Council to agree the:</p> <p>General Fund Revenue budget and Council Tax for 2024/25;</p> <p>Housing Revenue Account (HRA) budget for 2024/25;</p> <p>the Capital Programme & 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 Government Act 2003 with the reporting of the</p>	The Economy		<p>Leader of the Council</p> <p>Joanne Goodfellow, Assistant Director Finance joanne-goodfellow@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>

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	Cabinet	22 Feb 2024	Yes	Emergency Planning and Civil Contingencies The Civil Contingencies' legislation requires the Council to ensure robust emergency and business continuity planning. The Council is supported by the Civil Contingencies Unit (CCU) and the report will set out the role of members as part of its overall preparedness'.	Living in Tamworth		Portfolio Holder for Environmental Health and Community Partnerships Tina Mustafa, Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk, Paul Weston, Assistant Director Assets paul-weston@tamworth.gov.uk	CCU and Staffordshire Local Resilience Forum
Open	Cabinet	22 Feb 2024	Yes	Housing Revenue Account Business Plan 2023-2053 To set out the baseline and consultation planning for provision of the HRA business plan.	Infrastructure		Portfolio Holder for Housing and Planning Tina Mustafa, Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk	Housing Advisory Panel to be confirmed & Tenant Consultative group

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	Cabinet	22 Feb 2024	No	Quarter 3 Performance Report Quarter 3 Performance Report	Living in Tamworth	Corporate Scrutiny Committee 7 Feb 2024	Leader of the Council Pardeep Kataria Pardeep-Kataria@tamworth.gov.uk, Zoe Wolicki, Assistant Director People zoe-wolicki@tamworth.gov.uk	CMT
Open	Cabinet	22 Feb 2024	Yes	Local Plan Progression Options To seek a decision from Cabinet on a preferred approach to progressing the new local plan for Tamworth in light of the Government's proposed changes to the plan-making system.	Living in Tamworth	Infrastructure, Safety and Growth Scrutiny Committee 19 Feb 2024	Portfolio Holder for Housing and Planning Laura Massey, Planning, Policy & Delivery Officer laura-massey@tamworth.gov.uk, Richard Powell, Planning Policy and Delivery Team Leader richard-powell@tamworth.gov.uk	No consultation will be carried out prior to the decision. The decision relates to the process of developing a new local plan which itself involves a number of consultation stages.

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	Cabinet	22 Feb 2024	Yes	Review of Fees & Charges 2023/24 To seek approval for the proposed increase to fees and charges payable.			Leader of the Council Joanne Goodfellow, Assistant Director Finance joanne-goodfellow@tamworth.gov.uk	N/A
Exempt 3	Council	27 Feb 2024	Yes	Future High Streets Fund Financial update on programme finances	Infrastructure		Portfolio Holder for Future High Street Fund Delivery Anna Miller, Assistant Director – Growth & Regeneration Anna-Miller@tamworth.gov.uk, Alice Poulton, Future High Streets Fund Project Officer alice-poulton@tamworth.gov.uk	N/A

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	Cabinet	14 Mar 2024	Yes	Community Wellbeing Strategy 2024-2027 To approve the proposed Community Wellbeing Strategy 2024-2027	Living in Tamworth		Portfolio Holder for Environmental Health and Community Partnerships Joanne Sands, Assistant Director Partnerships joanne-sands@tamworth.gov.uk	Baseline information and strategy 2023 - UKSPF study Health and Wellbeing Scrutiny CMT
Open	Cabinet	14 Mar 2024	Yes	Council Housing - Tenancy Management Policy To set out the arrangements for the Councils' Housing stock including an updated tenancy policy framework including a revised tenancy agreement; options around tenancy type and consultation plan	Living in Tamworth		Portfolio Holder for Housing and Planning Tina Mustafa, Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk	Tenant Consultative group and Housing Advisory Panel (to be confirmed)

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	Cabinet	14 Mar 2024	Yes	Disabled Adaptations Policy This report sets out proposals for the implementation of a new Disabled Adaptations Policy that covers both Council Housing stock and Disabled Facilities Grants. Attached to this report is the draft policy document.	Living in Tamworth	Health and Wellbeing Scrutiny Committee 23 Jan 2024	Portfolio Holder for Housing and Planning Lucy Mitchell, Disabled Adaptations Manager lucy-mitchell@tamworth.gov.uk, Paul Weston, Assistant Director Assets paul-weston@tamworth.gov.uk	Portfolio Holder is aware of the need for this policy. The Council is required to have a published policy. The draft policy will be seen by H&W Scrutiny prior to Cabinet.

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	Cabinet	14 Mar 2024	Yes	Social Housing Regulatory Programme Update The Social Housing (Regulation) Act 2023 means that from April 2024 new consumer standards for council housing will take effect and enhance the Regulator Social Housing (RSH) responsibilities and powers for inspecting and regulating all landlords with >1000 stock. The Councils Social Housing Regulatory programme has been preparing for this and the report will update Cabinet on its current state of preparedness'.	Infrastructure		Portfolio Holder for Housing and Planning Tina Mustafa, Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk	Tenant Consultative Group

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	Cabinet	14 Mar 2024	Yes	Allocations Policy and Management of the Councils Housing Register To set out the updated allocations policy and framework for management of applicants on the councils housing register.	Living in Tamworth		Portfolio Holder for Housing and Planning Tina Mustafa, Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk	Statutory consultation if required
Exempt 3	Cabinet	11 Apr 2024	Yes	FHSF Update Quarterly FHSF Update	Infrastructure	Infrastructure, Safety and Growth Scrutiny Committee 21 Mar 2024	Portfolio Holder for Future High Street Fund Delivery Anna Miller, Assistant Director – Growth & Regeneration Anna-Miller@tamworth.gov.uk, Alice Poulton, Future High Streets Fund Project Officer alice-poulton@tamworth.gov.uk	n/a