



TAMWORTH BOROUGH COUNCIL

FORWARD PLAN

Executive and Key Decisions for the period 1 November 2024 - 28 February 2025

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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	Cabinet	31 Oct 2024	Yes	Council Housing Tenants Annual Report To detail the 2023-2024 outcomes to tenants in relation to routine Annual Report shared with members and agree the format under the new consumer standards for 2024/2025			Portfolio Holder for Housing, Homelessness and Planning Lee Birch, Head of Neighbourhood Services lee-birch@tamworth.gov.uk, Tina Mustafa, Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk	Tenant Consultative Group as well as the September Homelessness Housing Advisor Board on 1/10/24

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		31 Oct 2024	No	Staffordshire Leaders Board Update			Nicola Hesketh, Monitoring Officer nicola-hesketh@tamworth.gov.uk	
Open	Cabinet	31 Oct 2024	Yes	FHSF Update September 2024 FHSF Update	Town Centre	Infrastructure, Safety and Growth Scrutiny Committee 2 Oct 2024	Leader of the Council Alice Poulton, Future High Streets Fund Project Officer alice-poulton@tamworth.gov.uk	none
Exempt 3	Cabinet	31 Oct 2024	Yes	Update on commercial Lease This report provides a further update on a commercial lease in Tamworth.	Town Centre		Portfolio Holder for Infrastructure, Heritage and Local Economy Paul Weston, Assistant Director Assets paul-weston@tamworth.gov.uk	This is an update on previous reports that have been considered by Cabinet.

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Open	Cabinet Council	21 Nov 2024 10 Dec 2024	Yes	Local Council Tax Reduction Scheme 2025/26 The purpose of this report is to recommend that Cabinet and Council approves the Council Tax Reduction scheme with effect from the 1 April 2025			Leader of the Council Michael Buckland, Head of Revenues and Benefits michael-buckland@tamworth.gov.uk	Not applicable
Open	Cabinet Council	21 Nov 2024 10 Dec 2024	Yes	Treasury Management Strategy Statement and Annual Investment Strategy Mid-Year Review Report 2024/25 To present to Members the Mid-year Review of the Treasury Management Strategy Statement and Annual Investment Strategy.		Audit and Governance Committee 19 Mar 2025	Leader of the Council Omotayo Lawal, Head of Finance omotayo-lawal@tamworth.gov.uk	N/A

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Open	Cabinet	21 Nov 2024	Yes	DRAFT BASE BUDGET FORECASTS 2025/26 to 2029/30 To inform Members of the re-priced base budget for 2025/26, base budget forecasts for the period 2025/26 to 2029/30 (the 5 Year Medium Term Planning Period) and the underlying assumptions and to consider the future strategy to address the financial trends.			Leader of the Council Joanne Goodfellow, Interim Executive Director Finance and Deputy Section 151 Officer joanne-goodfellow@tamworth.gov.uk	Report to be discussed at Leader's Budget Workshop
Exempt 3	Cabinet	21 Nov 2024	Yes	Update on commercial Lease This report provides a further update on a commercial lease in Tamworth.	Town Centre		Portfolio Holder for Infrastructure, Heritage and Local Economy Paul Weston, Assistant Director Assets paul-weston@tamworth.gov.uk	This is an update on previous reports that have been considered by Cabinet.

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Exempt 3	Cabinet	21 Nov 2024	Yes	Food Waste Service Procurement of food waste service caddies and vehicles	The Environment	Infrastructure, Safety and Growth Scrutiny Committee 12 Nov 2024	Portfolio Holder for Environmental Sustainability, Recycling and Waste Hannah Peate, Assistant Director Environment, Culture and Wellbeing hannah-peate@tamworth.gov.uk	N/A
Open	Cabinet	21 Nov 2024	Yes	Council Housing - Tenancy Management Policy To approve the Tenancy Management Policy and the consultation arrangements for the future options in relation to tenancy tenure across the Councils Housing Stock	Living in Tamworth	Corporate Scrutiny Committee 19 Nov 2024	Portfolio Holder for Housing, Homelessness and Planning Lee Birch, Head of Neighbourhood Services lee-birch@tamworth.gov.uk, Tina Mustafa, Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk	Tenant Consultative Group and Homelessness & Housing Advisory Board

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Open	Cabinet	21 Nov 2024	No	Updated Asset Management Strategy This report presents the updated Asset Management Strategy and associated Asset Management Plan templates along with associated policies for disposals and acquisitions.	The Economy	Infrastructure, Safety and Growth Scrutiny Committee 12 Nov 2024	Portfolio Holder for Infrastructure, Heritage and Local Economy Paul Weston, Assistant Director Assets paul-weston@tamworth.gov.uk	Report has been reviewed by the Asset Strategy Steering Group and has been discussed with the Portfolio Holder.
Open	Cabinet Council	21 Nov 2024 10 Dec 2024	No	Equality and Diversity Strategy The report details the new Equality and Diversity Strategy 2024 - 2028 and new Equality, Social Inclusion and Health Impact Assessment			Leader of the Council Jackie Noble, Head of HR and OD Jackie-Noble@tamworth.gov.uk	Consultation with community groups, tenant consultative groups and organisational leaders
Open	Cabinet	21 Nov 2024	Yes	Community Recovery Funding To update Cabinet on plans in place for spend of the Community Recovery Fund	Living in Tamworth		Portfolio Holder for Cooperative Council, Community Partnerships and ASB Joanne Sands, Assistant Director Partnerships joanne-sands@tamworth.gov.uk	Officers, portfolio holder, key partners

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Open	Cabinet	21 Nov 2024	No	Update to Corporate Health and Safety Policy Update to Corporate Health and Safety Policy			Portfolio Holder for Environmental Sustainability, Recycling and Waste Hannah Peate, Assistant Director Environment, Culture and Wellbeing hannah-peate@tamworth.gov.uk	Health and Safety Working Group Trade Union Liaison Group Appointments and Staffing (in advance of cabinet 14/11)
Open	Council	10 Dec 2024	No	Pay Policy 2024 The report details Tamworth Borough Council's pay policy statement and gender pay gap so that statutory guidance as set out in section 38 of the Localism Act is adhered to.			Leader of the Council Jackie Noble, Head of HR and OD Jackie-Noble@tamworth.gov.uk	The pay policy reports on payments made to employees. Consultation with external groups is not applicable. Individual employees may be consulted.

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Open	Council	10 Dec 2024	Yes	Tamworth Parliamentary Constituency – Review of polling district, polling places and polling stations Results from the recent consolation on polling districts, polling places and polling stations for the Tamworth Constituency.	Living in Tamworth		Leader of the Council Bernadette Flanagan, Electoral Services Manager bernadette-flanagan@tamworth.gov.uk	Electors, candidates, elected members and organisation with a specialism in accessibility will be asked for feedback as part of the consultation.
Open	Council	10 Dec 2024	No	Gambling Act 2005 – Review of Statement of Principles The Council’s current Statement of Principles under the Gambling Act 2005 took effect on 31st January 2023. In accordance with the provisions of the Act, the Council is required to prepare and publish a Statement of Principles every three years. Therefore, a new Statement of Principles must be published by 31st January 2025.	Infrastructure		Portfolio Holder for Environmental Sustainability, Recycling and Waste Sarah Bradley, Senior Licensing Officer sarah-bradley@tamworth.gov.uk	A list of consultees are included within the report

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Open	Cabinet	12 Dec 2024	Yes	Write Offs 1 April 2024 to 30 September 2024 That Members endorse the amount of debt written off for the period 1st April 2024 to 30th September 2024			Leader of the Council Michael Buckland, Head of Revenues and Benefits michael-buckland@tamworth.gov.uk	Not applicable
Open	Cabinet	12 Dec 2024	Yes	Council Tax Base 2025/26 To report the Council Tax Base for the Borough Council for 2025/26			Leader of the Council Michael Buckland, Head of Revenues and Benefits michael-buckland@tamworth.gov.uk	Not applicable
Open	Cabinet	12 Dec 2024	Yes	Temporary Reserves, Retained Funds and Provisions To advise Members of the levels of reserves and to seek approval to re-purpose unspent reserves, following review by CMT and the Executive Director Finance.			Leader of the Council Joanne Goodfellow, Interim Executive Director Finance and Deputy Section 151 Officer joanne-goodfellow@tamworth.gov.uk	N/A

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Open	Cabinet	12 Dec 2024	Yes	Social Housing Regulatory Programme - Council housing To set out the Councils position with regard to meeting the Regulator Social Housing Consumer Standards' and evidencing how it is putting tenants' at the heart of service delivery.			Portfolio Holder for Housing, Homelessness and Planning Tina Mustafa, Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk	Tenant Consultative Group and Homelessness Housing Advisory Board
Open	Cabinet	12 Dec 2024	Yes	Council Housing - Mutual Exchange and Incentive to Move Review Outcomes Mutual exchanges are currently promoted by House Exchange and this is subject to procurement - the report will detail the new provision and the updated policy framework for the mutual exchange and incentive to move scheme. Tenants are at the heart of this and have asked for it to incorporate tenant friendly access which will feature as part of the report	Living in Tamworth		Portfolio Holder for Housing, Homelessness and Planning Sarah Finnegan, Head of Homelessness & Housing Solutions Sarah-Finnegan@tamworth.gov.uk, Tina Mustafa, Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk	Tenant Consultative Group and the Homelessness Housing Advisory Board

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Exempt 3	Cabinet	12 Dec 2024	Yes	Update on commercial Lease This report provides a further update on a commercial lease in Tamworth.	Town Centre		Portfolio Holder for Infrastructure, Heritage and Local Economy Paul Weston, Assistant Director Assets paul-weston@tamworth.gov.uk	This is an update on previous reports that have been considered by Cabinet.
Open	Cabinet	12 Dec 2024	No	Quarter 2 2024-25 Performance Report Quarter 2 2024-25 Performance Report	Infrastructure	Corporate Scrutiny Committee 19 Nov 2024	Leader of the Council Pardeep Kataria Pardeep-Kataria@tamworth.gov.uk, Zoe Wolicki, Assistant Director People zoe-wolicki@tamworth.gov.uk	CMT

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Open	Cabinet	12 Dec 2024	No	<p>Tamworth Samaritans Grant</p> <p>To update on the grant awarded to Samaritans which ends on 31st March 2025 and to seek approval for a further grant award to support the sustainability of a Tamworth Branch to provide a range of services for Tamworth residents</p>	Living in Tamworth		<p>Portfolio Holder for Cooperative Council, Community Partnerships and ASB</p> <p>Karen Clancy, Partnerships Manager karen-clancy@tamworth.gov.uk, Stephanie Ivey, Partnership Officer Grants and Funding stephanie-ivey@tamworth.gov.uk</p>	Discussed with Assistant Director and Monitoring Officer

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Open	Cabinet	12 Dec 2024	Yes	Publication of Infrastructure Funding Statement To seek approval for the publication of the 2023/24 Infrastructure Funding Statement and delegation arrangements for future editions of the report.	Infrastructure		Portfolio Holder for Housing, Homelessness and Planning Richard Powell, Planning Policy and Delivery Team Leader richard-powell@tamworth.gov.uk, Stephanie Tipper, Planning Information and Monitoring Officer (Planning and Regeneration) stephanie-tipper@tamworth.gov.uk	This report sets out factual information and so consultation is not required.
Open	Cabinet	23 Jan 2025	Yes	Business Rates Income Forecast 2025/26 To report to and seek endorsement from Members on the Business Rates income forecast for 2025/26			Leader of the Council Michael Buckland, Head of Revenues and Benefits michael-buckland@tamworth.gov.uk	Not applicable

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Open	Cabinet	23 Jan 2025	Yes	DRAFT BUDGET AND MEDIUM TERM FINANCIAL STRATEGY 2025/26 to 2029/30 To approve the draft Medium Term Financial Strategy to consult with the Joint Scrutiny Committee (Budget) and receive feedback on the GF budget and council tax for 2025/26; HRA budget for 2025/26; GF and HRA capital programme; and MTFS.		Joint Scrutiny (Budgets) 28 Jan 2025	Leader of the Council Joanne Goodfellow, Interim Executive Director Finance and Deputy Section 151 Officer joanne-goodfellow@tamworth.gov.uk	Joint Scrutiny Committee (Budget) Annual Budget Survey
Open	Cabinet	23 Jan 2025	Yes	Climate Change Update To provide a climate change update including the approval of an action plan for the borough council	The Environment	Infrastructure, Safety and Growth Scrutiny Committee 12 Nov 2024	Portfolio Holder for Environmental Sustainability, Recycling and Waste Charlotte Cheesman, Climate Change Officer charlotte-cheesman@tamworth.gov.uk, Anna Miller, Assistant Director – Growth & Regeneration Anna-Miller@tamworth.gov.uk	n/a

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Open	Cabinet	20 Feb 2025	Yes	Write Offs 1 April 2024 to 31 December 2024 That Members endorse the amount of debt written off for the period 1st April 2024 to 31st December 2024			Leader of the Council Michael Buckland, Head of Revenues and Benefits michael-buckland@tamworth.gov.uk	Not applicable

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Open	Cabinet Council	20 Feb 2025 25 Feb 2025	Yes	<p>Corporate Vision, Priorities Plan, Budget & Medium Term Financial Strategy 2025/26</p> <p>To approve the recommended package of budget proposals to enable the Council to agree the: General Fund (GF) Revenue Budget and Council Tax for 2024/25; Housing Revenue Account (HRA) Budget for 2024/25; 5 Year General Fund & HRA Capital Programme; 3 Year General Fund MTFS; and 5 Year HRA MTFS.</p> <p>To comply with the requirement of the Council's Treasury Management Policy in reporting to Council the proposed strategy for the forthcoming year and the Local Government Act 2003 with the reporting of the Prudential Indicators and the requirement to prepare an annual Corporate Capital Strategy.</p>			<p>Leader of the Council</p> <p>Joanne Goodfellow, Interim Executive Director Finance and Deputy Section 151 Officer joanne-goodfellow@tamworth.gov.uk</p>	<p>Joint Scrutiny (Budget) Annual Budget Survey</p>

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Open	Cabinet	20 Feb 2025	Yes	Revised Local Development Scheme Update to the Local Development Scheme which sets out the timetable for delivery of the new local plan.	Living in Tamworth	Infrastructure, Safety and Growth Scrutiny Committee 29 Jan 2025	Portfolio Holder for Housing, Homelessness and Planning Anna Miller, Assistant Director – Growth & Regeneration Anna-Miller@tamworth.gov.uk, Richard Powell, Planning Policy and Delivery Team Leader richard-powell@tamworth.gov.uk	N/A
Open	Cabinet	20 Feb 2025	Yes	Tamworth Housing & Supported Housing Strategy 2025-2030 Agree adoption of housing and supported housing strategies 2025-2030	Infrastructure	Infrastructure, Safety and Growth Scrutiny Committee 29 Jan 2025	Portfolio Holder for Housing, Homelessness and Planning Joanne Sands, Assistant Director Partnerships joanne-sands@tamworth.gov.uk	Stakeholder engagement with consultants, Members, residents, Housing and Homelessness Advisory Board, IS&G

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Open	Council	25 Feb 2025	Yes	Tenant Voice - Council Housing Following the launch of the Tenant Inclusivity and Engagement consultation Strategy at the Tenant Conference on 16th September 2024, this report will set out how tenants are at the heart of influencing, scrutinising and supporting service delivery including innovative engagement arrangements reflecting their feedback	Living in Tamworth		Portfolio Holder for Housing, Homelessness and Planning Lee Birch, Head of Neighbourhood Services lee-birch@tamworth.gov.uk, Leanne Lea, Housing Manager leanne-lea@tamworth.gov.uk, Tina Mustafa, Assistant Director Neighbourhoods tina-mustafa@tamworth.gov.uk	Tenant Consultative Group and Homelessness Housing Advisory Board
Open	Cabinet	6 Mar 2025	No	Quarter 3 2024-25 Performance Report Quarter 3 2024-25 Performance Report	Infrastructure	Corporate Scrutiny Committee 6 Feb 2025	Leader of the Council Pardeep Kataria Pardeep-Kataria@tamworth.gov.uk, Zoe Wolicki, Assistant Director People zoe-wolicki@tamworth.gov.uk	CMT

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Open	Cabinet		Yes	Community Wellbeing Strategy 2024-2027 To approve the proposed Community Wellbeing Strategy 2024-2027	Living in Tamworth		Portfolio Holder for Cooperative Council, Community Partnerships and ASB Joanne Sands, Assistant Director Partnerships joanne-sands@tamworth.gov.uk	Baseline information and strategy 2023 - UKSPF study Health and Wellbeing Scrutiny CMT