



## TAMWORTH BOROUGH COUNCIL

### FORWARD PLAN

#### Executive and Key Decisions for the period 1 October 2017 - 31 January 2018

*Published by Janine Bryant on 3<sup>rd</sup> October 2017 (amended on 6<sup>th</sup> October; 10<sup>th</sup> October; 16<sup>th</sup> October)  
01827 709616*

Conf/Non-Con	Decision to be taken by/Date	Key Decision	Subject	Portfolio and Contact Officer details/Author	Principal Groups & Organisations proposed to be consulted prior to making the decision and the means of consultation	Background Papers ( <i>All Papers are available for inspection via the Contact Officer</i> )
Open	<b>Cabinet 19/10/17</b>	Yes	Mandatory and Discretionary Rate Relief Policy  To seek Cabinet approval for the proposed Mandatory and Discretionary Rate Relief Policy	Portfolio Holder for Assets and Finance Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk		Mandatory and Discretionary Rate Relief Policy

Open	<b>Cabinet 19/10/17</b>	Yes	<p>Council Tenants Fire Safety Strategy</p> <p>The Council landlord service has a robust approach to managing fire risk in conjunction with its partners. The strategy will set out the overall approach within its own landlord stock including high rise fire safety along with provisions in sheltered and general flatted estates.</p>	<p>Portfolio Holder for Housing Services Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk</p>	<p>The approach to fire safety is being reviewed by scrutiny on the 8th August 2017.</p> <p>Staffordshire Fire and Rescue Service (SFARS)</p>	<p>Council Tenants Fire Safety Strategy</p>
------	-----------------------------	-----	--	--	---	---

Open	<b>Cabinet 19/10/17</b>	Yes	<p>Future Delivery of the Disabled Facilities Grant Programme</p> <p>Report sets out proposals for the delivery of the new disabled facilities grant contracts that will be run across the County. The report will detail the participation agreement and delivery arrangements as well as seeking approval to enter into contract at the end of the procurement process.</p>	<p>Portfolio Holder for Assets and Finance Paul Weston Head of Asset Management - Property Services paul-weston@tamworth.gov.uk</p>		<p>Future Delivery of the Disabled Facilities Grant Programme</p>
Open	<b>Cabinet 19/10/17</b>	Yes	<p>Anti-Social Behaviour Policy</p> <p>Proposed adoption of a corporate ASB policy to Tamworth Borough Council</p>	<p>Portfolio Holder for Communities and Wellbeing Joanne Sands Head of Community Safety joanne-sands@tamworth.gov.uk</p>		<p>Anti-Social Behaviour Policy</p>

Open	<b>Cabinet 19/10/17</b>	Yes	<p>Public Space Protection Orders (Renewal of Dog Control and Designated Public Place Orders)</p> <p>To consider proposals for the renewal of existing Dog Control order and Designated Public Place Orders as Public Space Protection Orders in accordance with the ASB, Crime and Policing Act 2014</p>	<p>Portfolio Holder for Communities and Wellbeing Joanne Sands Head of Community Safety joanne-sands@tamworth.gov.uk</p>	<p>Cabinet to approve proposals for the outline orders prior to public consultation and consideration by Scrutiny as per process</p> <p>Staffordshire POlice Councillors Public</p>	<p>Public Space Protection Orders (Renewal of Dog Control and Designated Public Place Orders)</p>
Open	<b>Cabinet 19/10/17</b>	Yes	<p>Staffordshire Pilot for 100% Business Rates Retention in 2018/19</p> <p>To consider proposals for retention of the DCLG growth element of Business Rates in 2018/19 through a Staffordshire Wide 100% Business Rates Retention Pilot Scheme</p>	<p>Portfolio Holder for Assets and Finance Stefan Garner Director of Finance stefan-garner@tamworth.gov.uk</p>		<p>Staffordshire Pilot for 100% Business Rates Retention in 2018/19</p>

Open	<b>Cabinet 2/11/17</b>	No	Budget Consultation 2018/19	Leader of the Council John Day Corporate Performance Officer john- day@tamworth.gov.uk		Budget Consultation 2018/19
Open	<b>Cabinet 2/11/17</b>	Yes	Pilot - Use of Council stock for temporary accommodation  Under the 'Tenancy' national consumer standard; landlords are required to co-operate with LA's strategic housing function to support and meet identified local housing needs. This pilot is therefore designed to demonstrate and evidence how its landlord service is supporting its overall attempts to reduce the use of B&B for homeless households requiring temporary accommodation	Portfolio Holder for Housing Services Tina Mustafa Head of Landlord Services tina- mustafa@tamworth.gov. uk	Tenant Consultative Group (TCG)	Pilot - Use of Council stock for temporary accommodation

Open	<b>Cabinet 2/11/17</b>	Yes	<p>Lettable Standard for Council Tenants</p> <p>The efficient management of void/empty properties within the Councils housing stock is crucial to reducing rent loss as well as minimising applicants time on the housing register. The void lettable standard will set out the service offer for prospective council tenants aimed at improving overall tenancy satisfaction and sustainment of people in their own homes.</p>	<p>Portfolio Holder for Housing Services Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk</p>	<p>Tenant Consultative Group (TCG)</p>	<p>Lettable Standard for Council Tenants</p>
------	----------------------------	-----	---	--	--	--

Open	<b>Cabinet 2/11/17</b>	Yes	<p>Purchase Of New Build Properties Under The Council's Acquisitions Policy</p> <p>To agree financial arrangements to support the purchase of 8 new build units from Waterloo Housing Group.</p>	<p>Portfolio Holder for Regeneration Steve Pointon Head of Strategic Housing Services stephen-pointon@tamworth.gov.uk</p>		<p>Purchase Of New Build Properties Under The Council's Acquisitions Policy</p>
Open	<b>Cabinet 2/11/17</b>	Yes	<p>Temporary Reserves, Retained Funds and Provisions</p> <p>To seek approval for the establishment or retention of Temporary Reserves, Retained Funds and Provisions, to write back to balances those reserves that have been identified as no longer being required.</p>	<p>Portfolio Holder for Assets and Finance Barbara Cox, Lynne Pugh barbara-cox@tamworth.gov.uk, Chief Accountant lynne-pugh@tamworth.gov.uk</p>	<p>CMT following requests from budget managers</p> <p>CMT Budget Managers</p>	<p>Temporary Reserves, Retained Funds and Provisions</p>

Open	<b>Cabinet 2/11/17</b>	Yes	<p>Council Support For The Starfish Winter Nightshelter For The Homeless</p> <p>To outline arrangements for the provision of a Winter Night Shelter for homeless people for 3 months from December 2017 to February 2018. To request that Council support be given to the setting up and running of the scheme. Specifically, to request that £6,000.00 Homelessness Prevention Grant is provided as a grant to the Starfish Project Trustees and the Tamworth Covenanted Churches to support the employment of a part time project coordinator to oversee the setting up and operation of the project to March 2018.</p>	<p>Portfolio Holder for Housing Services Steve Pointon Head of Strategic Housing Services stephen-pointon@tamworth.gov.uk</p>		<p>Council Support For The Starfish Winter Nightshelter For The Homeless</p>
------	----------------------------	-----	---	---	--	--



Open	<b>Cabinet 2/11/17</b>	Yes	<p>The Council's Approach To Emergency Accommodation</p> <p>To seek approval for the approach to using emergency accommodation to assist homeless households.</p>	<p>Portfolio Holder for Housing Services Steve Pointon Head of Strategic Housing Services stephen-pointon@tamworth.gov.uk</p>		The Council's Approach To Emergency Accommodation
Exempt	<b>Cabinet 30/11/17</b>	No	<p>Tamworth Enterprise Centre Budget and Business Plan</p> <p>Business Plan for TEC up to March 2021 with associated budgets</p>	<p>Portfolio Holder for Regeneration Matthew Fletcher Economic Development Officer matthew-fletcher@tamworth.gov.uk</p>		Tamworth Enterprise Centre Budget and Business Plan

Open	<b>Cabinet 30/11/17</b>	Yes	<p>Variable Rent Policy for Council Tenants</p> <p>Affordable housing development allows for social and affordable rents to be charged. This report will detail the overall income management policy to maximise rent and commercial opportunity within the Housing Revenue Account (HRA)</p>	<p>Portfolio Holder for Housing Services Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk</p>	<p>Part of statutory rent setting process</p> <p>Tenant Consultative Group (TCG)</p>	<p>Variable Rent Policy for Council Tenants</p>
Open	<b>Cabinet 30/11/17</b>	Yes	<p>Arts and Events Delivery 2018/19</p> <p>Proposed service delivery for 2018/19</p>	<p>J Goodall Elanor Hazlehurst Arts and Events Manager elanor-hazlehurst@tamworth.gov.uk</p>		<p>Arts and Event Delivery 2018/19</p>

Open	<b>Cabinet 30/11/17</b>	Yes	<p>Tamworth Borough Council CCTV Resilience and Development</p> <p>To consider the resilience and future development of the public CCTV system in line with the Surveillance Camera Commissioner Code of Practice</p>	<p>Portfolio Holder for Communities and Wellbeing Joanne Sands Head of Community Safety joanne-sands@tamworth.gov.uk</p>	<p>Councillors Police Surveillance Commissioner</p> <p>Camera</p>	Tamworth Borough Council CCTV Resilience and Development
Open	<b>Cabinet 30/11/17</b>	No	<p>Write Offs 01/04/17 - 30/09/17</p> <p>To provide Members with details of Write Offs from 01 April 2017 to 30 September 2017</p>	<p>Portfolio Holder for Assets and Finance Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk</p>		Write Offs 01/04/17 - 30/09/17

Open	<b>Cabinet 30/11/17</b>	Yes	<p>Draft Base Budget Forecasts 2018/19 to 2022/23</p> <p>To inform Members of the re-priced base budget for 2018/19, base budget forecasts for the period 2018/19 to 2022/23 and the underlying assumptions and to consider the future strategy to address the financial trends</p>	<p>Leader of the Council Stefan Garner Director of Finance stefan-garner@tamworth.gov.uk</p>	<p>Discussions with EMT following Budget Consultation with local stakeholders</p> <p>Local residents, businesses and stakeholders</p>	<p>Draft Base Budget Forecasts 2018/19 to 2022/23</p>
Open	<b>Cabinet 30/11/17</b>	Yes	<p>Council Tax Base 2018/19</p> <p>To report the Council Tax Base for the Borough Council for 2018/19</p>	<p>Portfolio Holder for Assets and Finance Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk</p>		<p>Council Tax Base 2018/19</p>

Exempt	<b>Cabinet 30/11/17</b>	Yes	<p>Community Development Review</p> <p>The review will detail the options for the service and the opportunities available to build community resilience and connectivity. Supporting the councils operating model around demand management</p>	<p>Portfolio Holder for Communities and Wellbeing, Portfolio Holder for Housing Services Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk</p>	Scrutiny will be reviewing the proposals to inform the cabinet recommendations	Community Development Review
Open	<b>Cabinet 30/11/17</b>	No	Quarter Two 2017/18 Performance Report	<p>Leader of the Council John Day Corporate Performance Officer john-day@tamworth.gov.uk</p>		Quarter Two 2017/18 Performance Report

Open	<p>Cabinet 30 Nov 2017</p> <p><b>Cabinet</b></p> <p><b>Council</b> <b>30/11/17</b></p> <p><b>12/12/17</b></p>	Yes	<p>Local Council Tax Reduction Scheme 2018/19 onwards</p> <p>To advise Members of the results and feedback from the recently undertaken consultation on the proposed Local Council Tax Reduction Scheme from 2018 onwards. To review the consultation feedback when considering potential changes to be applied in the 2018/19 onwards Local Council Tax Reduction Scheme</p>	<p>Portfolio Holder for Assets and Finance Michael Buckland</p> <p>Stefan Garner, John Wheatley, Jane Smith Head of Revenues michael- buckland@tamworth.gov. uk</p> <p>Director of Finance stefan- garner@tamworth.gov.uk , Executive Director Corporate Services john- wheatley@tamworth.gov. uk, Interim Head of Benefits Jane- Smith@tamworth.gov.uk</p>	Online consultation process	Local Council Tax Reduction Scheme 2018/19 onwards
------	---	-----	---	---	-----------------------------	---

Open	<b>Cabinet 30/11/17</b>	Yes	<p>Urgent Renewal of Peel House Lift</p> <p>This report sets out proposals for the urgent renewal of the passenger lift in Peel House. The report also sets out proposals around procurement and financial implications.</p>	<p>Portfolio Holder for Housing Services Tina Mustafa, Paul Weston Head of Landlord Services tina-mustafa@tamworth.gov.uk, Head of Asset Management - Property Services paul-weston@tamworth.gov.uk</p>	<p>Consultation with housing repairs team, relevant Directors, and Members.</p> <p>Ward Councillors Portfolio Holder</p>	Urgent Renewal of Peel House Lift
Open	<p>Cabinet 30 Nov 2017</p> <p><b>Council 12/12/17</b></p>	Yes	<p>Commercial Investment Strategy Update</p> <p>To create a capital fund to allow agreed investments be made in land or property</p>	<p>Leader of the Council Andrew Barratt Corporate Director Growth, Assets and Environment andrew-barratt@tamworth.gov.uk</p>	<p>Part of the Commercial Investment Strategy Process</p>	Commercial Investment Strategy Update

Open	Cabinet 30 Nov 2017  <b>Council 12/12/17</b>	Yes	<p>Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2017/18</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>	Portfolio Holder for Assets and Finance Joanne Goodfellow joanne-goodfellow@tamworth.gov.uk		Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2017/18
------	---	-----	---	---	--	--



Open	<b>Council 12/12/17</b>	Yes	Constitution Review and Update	Portfolio Holder for Assets and Finance Jane Hackett Solicitor to the Council and Monitoring Officer jane-hackett@tamworth.gov.uk		Constitution Review and Update
Exempt	<b>Cabinet 14/12/17</b>	Yes	Council Housing Repairs Delivery Options  The report will detail the options for the future delivery of the repairs and investment service for its councils housing stock.	Portfolio Holder for Housing Services Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk	Tenant Consultative Group (TCG)	Council Housing Repairs Delivery Options

Open	<b>Cabinet 25/01/18</b>	Yes	<p>Draft Budget &amp; Medium Term Financial Strategy 2018/19</p> <p>To approve the draft package of budget proposals to consult with the Joint Scrutiny Committee (Budget) on 24th January 2017 and receive their feedback on:</p> <p>General Fund Revenue Budget and Council Tax for 2018/19; Housing Revenue Account budget for 2018/19; Capital Programme; &amp; Medium Term Financial Strategy.</p>	<p>Leader of the Council Stefan Garner Director of Finance stefan-garner@tamworth.gov.uk</p>	<p>Discussions with Cabinet following Budget Consultation with local residents, businesses and stakeholders</p> <p>Local residents, businesses and stakeholders Joint Scrutiny Committee (Budget)</p>	Draft Budget & Medium Term Financial Strategy 2018/19
------	-----------------------------	-----	---	--	---	---

Open	<b>Cabinet 25/01/18</b>	Yes	<p>Business Rates Income Forecast 2018/19</p> <p>To report to and seek endorsement from Members on the Business Rates income forecast for 2018/19 under the Business Rates Retention Scheme</p>	<p>Portfolio Holder for Assets and Finance Michael Buckland Head of Revenues michael- buckland@tamworth.gov. uk</p>	Business Rates Income Forecast 2018/19
------	-----------------------------	-----	---	---	--

#### DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

<b>1</b>	Information relating to any individual.
<b>2</b>	Information which is likely to reveal the identity of an individual.
<b>3</b>	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
<b>4</b>	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.
<b>5</b>	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
<b>6</b>	<p>Information which reveals that the authority proposes</p> <p>(a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or</p> <p>(b) to make an order or direction under any enactment.</p>

7

Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

