



## TAMWORTH BOROUGH COUNCIL

### FORWARD PLAN

#### Executive and Key Decisions for the period 1 December 2017 – 31 March 2018

*Published by Tracey Pointon (Published on 4 December 2017; 14 December 2017; 18 December 2017; 20 December 2018)  
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Conf/Non- on Page 7	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> )
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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
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Open	Cabinet 30 Nov 2017  <b>Council 12/12/17</b>	Yes	Local Council Tax Reduction Scheme 2018/19 onwards  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	Portfolio Holder for Assets and Finance Stefan Garner, John Wheatley, Jane Smith 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	Online consultation process	Local Council Tax Reduction Scheme 2018/19 onwards
Open	<b>Council 12/12/17</b>	Yes	Constitution Reveiw and Update	Portfolio Holder for Assets and Finance Jane Hackett Solicitor to the Council and Monitoring Officer jane- hackett@tamworth.gov.u k		Constitution Reveiw and Update

Open	<b>Council 12/12/17</b>	Yes	Regulation of Investigatory Powers Act 2000, Adoption of Policy and Procedure (2016/17)  Yearly update on RIPA 2000.	Portfolio Holder for Assets and Finance Jane Hackett Solicitor to the Council and Monitoring Officer jane-hackett@tamworth.gov.uk		Regulation of Investigatory Powers Act 2000, Adoption of Policy and Procedure (2016/17)
Exempt	<b>Cabinet 14/12/17</b>	Yes	Snowdome Swimming Provision  To update and seek approval to renew the existing provision of swimming contract with Snowdome leisure.	Portfolio Holder for Communities and Wellbeing Neil Mason Head of Community Leisure neil-mason@tamworth.gov.uk		Snowdome Swimming Provision

Open	<b>Cabinet 14/12/17</b>	Yes	<p>Revised Tell Us Policy</p> <p>The Tell Us Policy has been the Councils main feedback mechanism used by customers. This policy has been updated in line with best practice.</p>	<p>Portfolio Holder for Assets and Finance Tracey Tudor Head of Customer Services tracey-tudor@tamworth.gov.uk</p>	<p>Discussions with Heads of Service, Directors, former Chief Executive, sought best practice from the LGO, attended the tenants participation group meeting.</p> <p>Local Government Ombudsman - best practice. Tenants Panel. Heads of Service Other Local authorities CMT</p>	Revised Tell Us Policy
Exempt Page 11	<b>Cabinet 14/12/17</b>	Yes	<p>Revisions to the Harrassment, Assault and Threats Policy</p> <p>The HAT policy is in operation for the protection of officers, elected members and the councils representatives.</p> <p>Minor amendments have taken place as a result of a review of the Policy.</p>	<p>Portfolio Holder for Assets and Finance Tracey Tudor Head of Customer Services tracey-tudor@tamworth.gov.uk</p>	<p>discussions with key officers.</p> <p>HAT task and finish group, heads of service and officers.</p>	Revisions the Harrassment, Assault and Threats Policy

Open	<b>Cabinet 14/12/17</b>	Yes	<p>Managing Unreasonable Customer Behaviour Policy</p> <p>This policy bridges a gap that has been identified between the HAT Policy and the Tell Us Policy as a result of officers and elected members facing more challenging behaviour from customers when delivering services on behalf of the Council.</p>	<p>Portfolio Holder for Assets and Finance Tracey Tudor Head of Customer Services tracey-tudor@tamworth.gov.uk</p>	<p>Sought best practice from other authorities and the Local Government Ombudsman.</p> <p>Discussed with Heads of Service and CMT.</p> <p>Officers.</p>	Managing Unreasonable Customer Behaviour Policy
Exempt	<b>Cabinet 25/01/18</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 25/01/18</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>	Tenant Consultative Group (TCG)	Lettable Standard for Council Tenants
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Open	<b>Cabinet 25/01/18</b>	No	<p>Building Contract For The Reinstatement Of 14 &amp; 15 Madrona Following a Fire</p> <p>This report seeks authority to enter in a standard form of building contract for the reinstatement of 14 &amp; 15 Madrona following a fire.</p>	<p>Portfolio Holder for Housing Services Paul Weston Head of Asset Management - Property Services paul-weston@tamworth.gov.uk</p>	<p>Consultation with Housing and Finance</p> <p>Tina Mustafa Roger Bennett</p>	<p>BUILDING CONTRACT FOR THE REINSTATEMENT OF 14 &amp; 15 MADRONA FOLLOWING A FIRE</p>
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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
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Open	<b>Cabinet 25/01/18</b>	Yes	Business Rates Income Forecast 2018/19  To report to and seek endorsement from Members on the Business Rates income forecast for 2018/19 under the Business Rates Retention Scheme	Portfolio Holder for Assets and Finance Michael Buckland Head of Revenues michael- buckland@tamworth.gov. uk		Business Rates Income Forecast 2018/19
Open Page 16	<b>Cabinet 25/01/18</b>	Yes	North Warwickshire Draft Submission Local Plan Consultation  Update to Cabinet report of 16th March 2017 advising on latest stage of the North Warwickshire Local Plan and agree a response to the consultation.	Portfolio Holder for Regeneration Sushil Birdi Senior Policy and Delivery Officer sushil- birdi@tamworth.gov.uk		North Warwickshire Draft Submission Local Plan Consultation
	<b>Cabinet 25/01/18</b>	Yes	Tamworth Castle HLF Project Authorisation	Portfolio Holder for Environment and Culture Thomas Hobbs thomas- hobbs@tamworth.gov.uk		

Exempt	<b>Cabinet 25/01/18</b>	Yes	<p>Enforcement Agents Services</p> <p>To procure for Enforcement Agent services</p>	<p>Portfolio Holder for Assets and Finance Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk</p>		Enforcement Agents Services
Exempt	<b>Cabinet 22/02/18</b>	Yes	<p>Council Housing Repairs Delivery Options</p> <p>The report will detail the options for the future delivery of the repairs and investment service for its councils housing stock.</p>	<p>Portfolio Holder for Housing Services Tina Mustafa Head of Landlord Services tina-mustafa@tamworth.gov.uk</p>	Tenant Consultative Group (TCG)	Council Housing Repairs Delivery Options

Open	<b>Cabinet 22/02/18</b>	Yes	<p>The Council's Strategic Approach to Housing and Wellbeing</p> <p>To agree the Council's revised strategic approach to housing and well-being that will support Corporate Priorities, especially those concerning "Living a quality life in Tamworth" and direct the delivery of the Councils supporting housing plans and strategies.</p>	<p>Portfolio Holder for Housing Services Steve Pointon Head of Strategic Housing Services stephen-pointon@tamworth.gov.uk</p>		The Council's Strategic Approach to Housing and Wellbeing
Open	<b>Cabinet 22/02/18</b>	No	<p>Write Offs 01/04/17 - 31/12/17</p> <p>Members endorse debt written off for the period 01/04/17 - 31/12/17</p>	<p>Portfolio Holder for Assets and Finance Michael Buckland Head of Revenues michael-buckland@tamworth.gov.uk</p>		Write Offs 01/04/17 - 31/12/17

<p>Open</p>	<p>Cabinet 22 Feb 2018</p> <p><b>Council 27/02/18</b></p>	<p>Yes</p>	<p>Corporate Vision, Priorities Plan, Budget &amp; Medium Term Financial Strategy 2018/19</p> <p>For Members to approve the Vision Statement &amp; Priority Themes, Corporate Priorities for 2018/19 and the recommended package of budget proposals to enable the Council to agree the:</p> <p>General Fund Revenue budget and Council Tax for 2018/19;</p> <p>Housing Revenue Account (HRA) budget for 2018/19;</p> <p>the Capital Programme;</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</p>	<p>Leader of the Council Stefan Garner Director of Finance stefan-garner@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> <p>Executive Management Team Local residents, businesses and stakeholders Joint Scrutiny Committee (Budget)</p>	<p>Corporate Vision, Priorities Plan, Budget &amp; Medium Term Financial Strategy 2018/19</p>
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**DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND**

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

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