



## **MINUTES OF A MEETING OF THE CABINET HELD ON 15th JUNE 2017**

**PRESENT:** Councillors D Cook (Chair), R Pritchard (Vice-Chair), S Claymore, J Goodall and M Thurgood

The following officers were present: Anthony E Goodwin (Chief Executive), Andrew Barratt (Corporate Director Growth, Assets and Environment), Stefan Garner (Director of Finance) and John Day (Corporate Performance Officer)

### **126 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor S Doyle

### **127 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 27 April 2017 were approved and signed as a correct record.

*(Moved by Councillor R Pritchard and seconded by Councillor J Goodall)*

### **128 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

### **129 QUESTION TIME:**

None

### **130 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**

None

### **131 QUARTER FOUR 2016/17 PERFORMANCE REPORT**

The Leader of the Council provided Members with a performance and financial health-check.

**RESOLVED:** That Members endorsed the report

*(Moved by Councillor D Cook and seconded by Councillor R Pritchard)*

### **132 CAPITAL OUTTURN REPORT 2016/17**

The Portfolio Holder for Assets and Finance advised Members on the final outturn of the Authority's Capital Programme for 2016/17 (subject to audit confirmation) and to request formal approval to re-profile specific programme budgets into 2017/18.

**RESOLVED:** That Members

- 1** received the final outturn position of the 2016/17 capital programme; and
- 2** approved for each of the projects the re-profiling of the budget into the Authority's Capital Programme 2017/18 (total £12.306m)

*(Moved by Councillor R Pritchard and seconded by Councillor D Cook)*

### **133 WRITE OFFS 01/04/16 TO 31/03/17**

The report of the Portfolio Holder for Assets and Finance seeking approval to write off irrecoverable debt in line with policy re Housing Benefit Overpayments in excess of £10k.

**RESOLVED:** That Members endorsed the amount of debt written off for the period of 1st April 2016 to 31st March 2017 and approved the write off of irrecoverable debt for Housing Benefit Overpayments of £31,615.70 respectively.

*(Moved by Councillor R Pritchard and seconded by Councillor D Cook)*

### **134 PARTICIPATION IN PUBLIC INQUIRY**

The Portfolio Holder for Regeneration informed Members of an Executive decision and to confirm the actions taken, including acknowledgement of contingency expenditure.

**RESOLVED:**

- That Members
- 1** acknowledged the Executive Decision taken by the Leader and Mayor on 16<sup>th</sup> May 2017;
  - 2** agreed that the Corporate Director Growth, Assets and Environment is given authority in consultation with the Portfolio Holder for Regeneration to agree the Council's submissions to the Inquiry; and
  - 3** approved the release of £50k from the specific contingency budget for 2017/18 to support the Council's involvement in the Public Inquiry.

*(Moved by Councillor S Claymore and seconded by Councillor R Pritchard)*

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Leader



# **MINUTES OF A MEETING OF THE CABINET HELD ON 6th JULY 2017**

**PRESENT:** Councillors D Cook (Chair), R Pritchard (Vice-Chair), S Claymore, S Doyle, J Goodall and M Thurgood

The following officers were present: Anthony E Goodwin (Chief Executive), Rob Barnes (Corporate Director Communities, Partnerships and Housing), Anica Goodwin (Director - Transformation and Corporate Performance) and Zoe Wolicki (HR Adviser)

## **1 APOLOGIES FOR ABSENCE**

There were no apologies

## **2 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 15 June 2017 were approved and signed as a correct record.

*(Moved by Councillor R Pritchard and seconded by Councillor M Thurgood)*

## **3 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **4 QUESTION TIME:**

None

## **5 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**

None

## 6 DIVERSITY AND EQUALITIES UPDATE

The Portfolio Holder for Assets and Finance updated Members on the annual progress with regards to equality activities within Tamworth Borough Council and for Members to approve the revised Diversity and Equality Scheme and supporting action plan for 2017-2019

- RESOLVED:** That Members
- 1 endorsed the achievements
  - 2 approved the revised Diversity and Equality Scheme and supporting action plan

*(Moved by Councillor R Pritchard and seconded by Councillor D Cook)*

## 7 AGAINST HATE CAMPAIGN

The Report of the Portfolio Holder for Communities and Wellbeing informed Members of the Amnesty International UK's 'Against Hate Campaign' and to seek Council endorsement of Amnesty International UK's campaign and the adoption of the Amnesty International motion to condemn racism, xenophobia and hate crimes.

- RESOLVED:** That Members endorsed the Amnesty International UK motion as follows:

*"We are proud to live in a diverse and tolerant society. Racism, xenophobia and hate crimes have no place in our country. Our Council condemns racism, xenophobia and hate crimes unequivocally. We will not allow hate to become acceptable.*

*We will work to ensure that local bodies and programmes have the support and resources they need to fight and prevent racism and xenophobia.*

*We reassure all people living in this area that they are valued members of our community."*

*(Moved by Councillor S Claymore and seconded by Councillor D Cook)*

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Leader



# **MINUTES OF A MEETING OF THE CABINET HELD ON 20th JULY 2017**

**PRESENT:** Councillors D Cook (Chair), R Pritchard (Vice-Chair), S Claymore, S Doyle and J Goodall

The following officers were present: Anthony E Goodwin (Chief Executive), John Wheatley (Executive Director Corporate Services), Stefan Garner (Director of Finance) and Michael Buckland (Head of Revenues)

## **8 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor M Thurgood

## **9 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 6 July 2017 were approved and signed as a correct record.

*(Moved by Councillor R Pritchard and seconded by Councillor J Goodall)*

## **10 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **11 QUESTION TIME:**

None

## **12 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**

None

## **13 BUDGET AND MEDIUM TERM FINANCIAL PLANNING PROCESS 2018/19**

The Leader of the Council seeking agreement to the Proposed Budget and Medium Term Financial Planning Process for General Fund and the Housing Revenue Account for 2018/19.

**RESOLVED:** That the Members agreed that the proposed process for the General Fund and Housing Revenue Account Budget and Medium Term Financial Planning Process for 2018/19 be adopted.

*(Moved by Councillor D Cook and seconded by Councillor R Pritchard)*

**14 WRITE OFFS 01/04/17 - 30/06/17**

The Portfolio Holder for Assets and Finance provided Members with details of write offs from 01 April 2017 to 30 June 2017.

**RESOLVED:** That the Members endorsed the amount of debt written off for the period 01 April 2017 to 30 June 2017.

*(Moved by Councillor R Pritchard and seconded by Councillor S Doyle)*

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Leader





# **MINUTES OF A MEETING OF THE CABINET HELD ON 17th AUGUST 2017**

**PRESENT:** Councillors D Cook (Chair), S Claymore, S Doyle, J Goodall and M Thurgood

The following officers were present: John Wheatley (Executive Director Corporate Services), Andrew Barratt (Corporate Director Growth, Assets and Environment) and Tina Mustafa (Head of Landlord Services)

## **15 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor R Pritchard

## **16 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 20 July 2017 were approved and signed as a correct record.

*(Moved by Councillor S Claymore and seconded by Councillor S Doyle)*

## **17 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **18 QUESTION TIME:**

None

## **19 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**

None

## **20 QUARTER ONE 2017/18 PERFORMANCE REPORT**

The Leader of the Council provided Members with a performance and financial health-check.

**RESOLVED:** That Members endorsed the contents of the report

*(Moved by Councillor D Cook and seconded by Councillor M Thurgood)*

**21 INSTALLATION OF FIRE SPRINKLER SYSTEMS TO LEASEHOLD FLATS AND FLATS AT ERINGDEN**

The Portfolio Holder for Housing seeking approval for the waiving of standing orders to allow fire sprinklers to be installed in Leasehold flats within the High Rise Blocks and Flats at Eringden at no cost to the Leaseholder. Also to extend the installation of fire sprinklers to the flats located at Eringden and setting out proposals for the execution and funding of routine planned fixed electrical installation checks and also setting out budget virements to be used to fund the installation of fire sprinklers.

**RESOLVED:** That Members approved

- 1 the waiving of financial standing orders allowing for the installation of sprinklers in Leasehold flats at no cost to the Leaseholder;
- 2 an extension to the fire sprinkler installation programme to include the flats at Eringden as detailed in option 3 (Sprinklers) and elsewhere within the report;
- 3 option two (Electrical Routine Testing PIR) and budgets to allow routine checks to be completed on electrical installations and consider including an additional £306kpa during the medium term financial budget setting process to fund a cyclical 5-yearly programme;
- 4 the identified budget virements to allow the sprinkler installation programme to be fully funded – a budget increase of £1,301,240 vired from savings of £918,840 from CR4014 High Rise Lifts and £442,030 from CR5016 General High Rise Works;
- 5 the inviting of competitive tenders through the in-tend system and delegate authority to enter into contract to the Corporate Director (Growth, Assets and Environment) in conjunction with the Portfolio Holder (Housing) upon completion of the tender process;

- 6 an annual increase in the Housing Revenue Account repairs budget of £3,500 to cover the cost of servicing and maintenance of the sprinklers; and
- 7 that thanks be conveyed to all of the Team and Partners involved in the report

*(Moved by Councillor M Thurgood and seconded by Councillor S Doyle)*

## **22 GRANTS TO VOLUNTARY ORGANISATIONS (SMALL GRANTS SCHEME)/LOCAL ARTS GRANT SCHEME/SPORTS GRANTS SCHEME**

The Portfolio Holder for Communities and Wellbeing informed Members of the Small Grants, Arts Grants and Sport Grants awards made during 2016/17

**RESOLVED:** That Members endorsed the outturn of the Cabinet (Grants) Sub-Committee

*(Moved by Councillor S Doyle and seconded by Councillor D Cook)*

## **23 RELEASE OF CAPITAL CONTINGENCY FUNDING**

The Portfolio Holder for Environment and Culture requested that Members approve the release of £60k from Capital contingency to the general fund Capital programme as approved by full Council on 21<sup>st</sup> February 2017, to build a new play area within Tamworth.

**RESOLVED:** Members approved the release of £60k of capital contingency which has been made available only for financial year 2017/18, for the purpose of building a new play area; and authorised the Corporate Director Growth, Assets and Environment in consultation with the Portfolio Holder for Environment and Culture to enter into contract with the most economically viable and environmentally suitable tendered quotation received in order to achieve the project outcomes.

*(Moved by Councillor J Goodall and seconded by Councillor S Doyle)*

Leader



# **MINUTES OF A MEETING OF THE CABINET HELD ON 7th SEPTEMBER 2017**

**PRESENT:** Councillor D Cook (Chair), Councillors R Pritchard (Vice-Chair), S Claymore, S Doyle, J Goodall and M Thurgood

The following officers were present: Anthony E Goodwin (Chief Executive), John Wheatley (Executive Director Corporate Services), Rob Barnes (Corporate Director Communities, Partnerships and Housing), Andrew Barratt (Corporate Director Growth, Assets and Environment) and Stefan Garner (Director of Finance)

## **24 APOLOGIES FOR ABSENCE**

There were no apologies

## **25 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 17 August 2017 were approved and signed as a correct record.

*(Moved by Councillor R Pritchard and seconded by Councillor J Goodall)*

## **26 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **27 ANNOUNCEMENT FROM MEMBERS OF THE CABINET**

Given Peter Seekings recent illness the thoughts of the Members are with him and his family

## **28 QUESTION TIME:**

None

**29 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**

None

**30 ANNUAL REPORT ON THE TREASURY MANAGEMENT SERVICE AND ACTUAL PRUDENTIAL INDICATORS 2016/17**

The Portfolio Holder for Assets and Finance informed Members that the Annual Treasury report is a requirement of the Council's reporting procedures. It covers the Treasury activity for 2016/17, and the actual Prudential Indicators for 2016/17. The report meets the requirements of both the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities. The Council is required to comply with both Codes in accordance with Regulations issued under the Local Government Act 2003. It also provides an opportunity to review the approved Treasury Management Strategy for the current year and enables Members to consider and approve any issues identified that require amendment.

**RESOLVED:** That Members asked Council to

- 1 approve the actual 2016/17 Prudential Indicators within the report; and
- 2 accept the Treasury Management Stewardship Report for 2016/17

*(Moved by Councillor R Pritchard and seconded by Councillor D Cook)*

**31 INCREASE DISABLED FACILITIES GRANT BUDGET TO REFLECT BETTER CARE FUND ALLOCATION**

The Portfolio Holder for Assets and Finance seeking approval to issue an invoice to Staffordshire County Council for the Disabled Facilities Grant allocation from the Better Care Fund less the proposed deductions and approval to increase and spend the capital budget to reflect the actual allocation from the Better Care Fund (BCF).

**RESOLVED:** That Members

- 1 approved the issuance of an invoice to Staffordshire County Council for the sum of £362,074.31 to reflect the Disabled Facilities Grant allocation from the Better

Care Fund less the proposed deductions;

- 2 increased the Capital Budgets and approved spend from the Capital Budgets to reflect the actual allocation from the Better Care Fund in 2017/18 amounting to an increase in budget and spend of £138,070;
- 3 increased the Capital Budgets and approved spend from the Capital Budgets to reflect the additional allocation of £42,000 from the Better Care Fund in 2016/17; and
- 4 agreed that authority be delegated to the Executive Director of Corporate Services to increase the budget by a further £34,800 subject to the same, additional, sums being released by Staffordshire County Council following discussions over the allocations.

*(Moved by Councillor R Pritchard and seconded by Councillor D Cook)*

## **32 PRIVATE SECTOR HOUSING- HOUSING ENFORCEMENT POLICY**

The Portfolio Holder for Housing Services requested Members to agree to the adoption and implementation of a revised Private Sector Housing Enforcement Policy. Additionally recommendations in the report are made to agree to the adoption and implementation of The Disrepair Policy 2017; The Harassment and Illegal Eviction Policy 2017; The Housing and Planning Act 2016 Policy 2017; The Smoke and Carbon Monoxide Regulations Policy; The Redress Scheme for Letting Agency Work and the Houses in Multiple Occupation Policy.

### **RESOLVED:**

- That Members
- 1 approved the adoption and implementation of The Private Sector Housing Enforcement Policy;
  - 2 approved the adoption and implementation of The Disrepair Policy 2017;
  - 3 approved the adoption and implementation of The Harassment and Illegal Eviction Policy 2017;
  - 4 approved the adoption and implementation of The Housing and Planning Act 2016 Policy 2017;
  - 5 approved the adoption and implementation of The Smoke and Carbon Monoxide Regulations Policy;
  - 6 approved the adoption and implementation of The Redress Scheme for Letting Agency Work;

- 7** approved the adoption and implementation of Houses in Multiple Occupation Policy;
- 8** agreed in accordance with the Scheme of Delegation contained in the Council Constitution dated 16th May 2017 for the Corporate Director of Communities, Partnerships and Housing to implement arrangements for the enforcement of The Smoke and Carbon Monoxide Alarm (England) Regulations 2015 made under the Energy Act 2013. The adoption of any new powers will be incorporated into the Scheme of Delegation and where required will be put to full Council;
- 9** agreed in accordance with the Scheme of Delegation contained in the Council Constitution dated 16th May 2017 for the Corporate Director of Communities, Partnerships and Housing to implement arrangements for the enforcement of the Redress Scheme for Letting Agency Work and Property Management Work Order 2014 made under the Enterprise and Regulatory Reform Act 2013. The adoption of any new powers will be incorporated into Scheme of Delegation and where required will be put to full Council; and
- 10** agreed in accordance with the Scheme of Delegation contained in the Council Constitution dated 16th May 2017 for the Corporate Director of Communities, Partnerships and Housing to implement arrangements for the enforcement of the provision made under the Housing and Planning Act 2016. The adoption of any new powers will be incorporated into Scheme of Delegation and where required will be put to full Council.

*(Moved by Councillor M Thurgood and seconded by Councillor R Pritchard)*

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Leader





# **MINUTES OF A MEETING OF THE CABINET HELD ON 28th SEPTEMBER 2017**

**PRESENT:** Councillor D Cook (Chair) S Claymore, S Doyle, J Goodall and M Thurgood

The following officers were present: Anthony E Goodwin (Chief Executive), John Wheatley (Executive Director Corporate Services), Rob Barnes (Corporate Director Communities, Partnerships and Housing), Andrew Barratt (Corporate Director Growth, Assets and Environment), Nicki Burton (Director - Technology and Corporate Programmes), Stefan Garner (Director of Finance), Anica Goodwin (Director - Transformation and Corporate Performance), Jane Hackett (Solicitor to the Council and Monitoring Officer), Tina Mustafa (Head of Landlord Services) and Tracey Tudor (Head of Customer Services)

## **33 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor R Pritchard

## **34 MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 7 September 2017 were approved and signed as a correct record

*(Moved by Councillor S Claymore and seconded by Councillor J Goodall)*

## **35 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **36 QUESTION TIME:**

None

## **37 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**

None

### 38 CUSTOMER PORTAL

The Portfolio Holder Assets and Finance seeking approval to commence the procurement process to establish a contract for the provision of a Customer Portal and to release the contingency funding already requested via the Council's budget process and to give delegated authority to award the contract to the Director of Transformation and Corporate Performance in conjunction with the Portfolio Holder for Assets and Finance.

- RESOLVED:** That Members
- 1 agreed that the capital contingency of £115k identified as part of the budget process is released;
  - 2 approved to commence the procurement process to establish a contract for the provision of a Customer Portal for a period of three years with the option to extend for a further two years; and
  - 3 agreed that delegated authority to award the contract is given to the Director of Transformation and Corporate Performance in conjunction with the Portfolio Holder for Assets and Finance.

*(Moved by Councillor D Cook and seconded by Councillor S Claymore)*

### 39 PLANNING OBLIGATIONS EXPENDITURE AND ALLOCATION

The Portfolio Holder for Regeneration seeking authorisation for the release of Section 106 (S106) monies to fund appropriate projects and to establish a process for the efficient release of S106 monies in future.

- RESOLVED:** That Members agreed
- 1 that existing developer contribution monies (totalling approximately £52,675) are released to the appropriate project budgets;
  - 2 the revised process for allocation of other existing (approximately £178,505) and future developer contribution monies is adopted; and
  - 3 the sum of £1,048 in account R6057 be released to the Gateways Project Phase 1 budget.

*(Moved by Councillor S Claymore and seconded by Councillor d Cook)*

#### **40 COUNCIL LANDLORD SERVICE PERFORMANCE REPORT**

The Portfolio Holder for Housing Services provided details of the Councils Landlord Performance for 2016/17 as required under the Homes and Community Agency (HCA) Landlord Regulatory Framework 2012.

**RESOLVED:**

- That Members
- 1** approved production of the Council's Landlord Annual Report to Tenants' (2016/17) complying with required governance under the Landlord Regulatory Framework; and
  - 2** delegated further scrutiny of performance; detailed under each of the Landlord national consumer standards; to Tamworth's relevant Scrutiny Committee(s) in consultation with the Scrutiny Chair(s) and Portfolio Holder for Housing

*(Moved by Councillor M Thurgood and seconded by Councillor D Cook)*

#### **41 CASTLE HLF PROJECT UPDATE**

The Portfolio Holder for Environment and Culture updated members on the current position of the Castle's Heritage Lottery bid project which, if successful in this development phase will allow a full refurbishment to the Tamworth Story on the upper level of the Castle. In addition further approval is being sort, subject to the bid being successful, to procure architectural services for the Castle over a period of 3 years and the use of existing retained/revenue budgets for repairs to the Castle required within this project.

**RESOLVED:**

- That Members
- 1** noted the current progress of the Heritage Lottery bid for the Castle and delegated authority to the Executive Director of Corporate Services to increase the Capital budget to £732,930 should the bid prove successful;
  - 2** endorsed the procurement of architectural services over a period of 3 years for the Castle including delegating authority to the Corporate Director Growth, Assets & Environment to enter into contract with the most economically advantageous tenderer, after consultation with the Portfolio Holder for Environment and Culture

and the Solicitor to the Council; and

- 3 approved the use of existing retained/revenue budgets to complete repairs work as necessary in this project.

*(Moved by Councillor J Goodall and seconded by Councillor D Cook)*

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Leader



# **MINUTES OF A MEETING OF THE CABINET HELD ON 19th OCTOBER 2017**

**PRESENT:** Councillor D Cook (Chair), Councillors R Pritchard (Vice-Chair), S Claymore, S Doyle, J Goodall and M Thurgood

The following officers were present: Andrew Barratt (Chief Operating Officer), Stefan Garner (Director of Finance), Anica Goodwin (Director - Transformation and Corporate Performance), Michael Buckland (Head of Revenues), Joanne Sands (Head of Community Safety) and Paul Weston (Head of Asset Management - Property Services)

## **42 APOLOGIES FOR ABSENCE**

There were no apologies

## **43 MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 28<sup>th</sup> September 2017 were approved and signed as a correct record

*(Moved by Councillor M Thurgood and seconded by Councillor J Goodall)*

## **44 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **45 QUESTION TIME:**

None

## **46 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**

None

**47 FUTURE DELIVERY OF THE DISABLED FACILITIES GRANT PROGRAMME**

The Report of the Portfolio Holder for Assets and Finance to inform Cabinet on the proposed service delivery mechanism for the future of the Disabled Facilities Grant process and seek approval to participate in the County wide agreements and sets out arrangements for the appointment of a new County wide service provider.

**RESOLVED:** That Cabinet

1. Approved proposals for the future delivery of the Disabled Facilities Grant process from April 1st 2018 for a period of up to 7 years.
2. Approved Tamworth Borough Council's participation in the County wide arrangement for delivery of Disabled Facilities Grants, subject to the outcome of the competitive tender process.
3. Agreed to invite competitive tenders through a process to be administered by Staffordshire County Council participation agreement.
4. Delegate authority to Portfolio Holder for Assets & Finance and Chief Operating Officer to enter into an agreement for the appointment of a County wide service provider following a competitive procurement process administered by Staffordshire County Council, subject to the outcome of the competitive tender process being favourable to Tamworth Borough Council.

**Or**

1. Delegate of authority to Portfolio Holder for Assets & Finance and Chief Operating Officer to withdraw from the County wide arrangement should it be found that following procurement process it would not be financially viable for Tamworth Borough Council to participate.

(Moved by Councillor R Pritchard and seconded by Councillor D Cook)

**48 STAFFORDSHIRE PILOT FOR 100% BUSINESS RATES RETENTION IN 2018/19**

Report of the Portfolio Holder for Assets and Finance to provide Cabinet with details of the potential for the Council to participate in a Business Rates Pilot in 2018/19 and to outline the Business Case and relevant risks and rewards from pilot arrangements. The report will also update Members on the implications to existing pooling, and membership of Local Enterprise Partnerships, resulting from membership of a pilot and present the draft governance arrangements (Memorandum of Understanding) for the new pool. The report notes the “No Detriment” requirements of the pilot application.

**RESOLVED:** That approval was granted for the participation in the Expression of Interest to form a Staffordshire and Stoke on Trent Pool based upon piloting the 100% Business Rates Scheme based upon all eleven Authorities covering the full Staffordshire Geography.

**Subject to**

- a) Notifying the GBSLEP pool of the Council’s intention to be part of a pilot application and if successful leave that pool;
- b) in the event of the pilot application not being successful, continue membership of the GBSLEP pool;
- c) in the event of the pilot application being successful, continue to support a GBSLEP ‘virtual’ pool through a voluntary contribution;

and

- d) in the event of the pilot application not being successful and the GBSLEP pool being dissolved, take appropriate action to join the Stoke-on-Trent and Staffordshire Pool.

Authorising the Chief Operating Officer and Section 151 Officer in consultation with the Leader and Portfolio Holder to submit a firm Expression of Interest to be a member of one of the above pools.

*(Moved 5 votes to 1 by Councillor R Pritchard and seconded by Councillor D Cook)*

#### **49 MANDATORY AND DISCRETIONARY RATE RELIEF POLICY**

Report of the Portfolio Holder for Assets and Finance to seek Cabinet approval of the proposed Discretionary Rate Relief Policy (Appendix A) with effect from 1 April 2017.

**RESOLVED:** That Members:

- 1 Noted the Government Funding for Supporting Small Business Rate Relief and Public House Relief.
- 2 Endorsed the Council's proposed Local Discretionary Rate Relief Scheme which has been subject to consultation with major preceptors.
- 3 Approved the Discretionary Rate Relief Policy which will be applied with effect from 1 April 2017.

*(Moved by Councillor R Pritchard and seconded by Councillor S Doyle)*

**50 PUBLIC SPACE PROTECTION ORDERS (RENEWAL OF DOG CONTROL AND DESIGNATED PUBLIC PLACE ORDERS)**

The Report of the Portfolio Holder for Communities to consider the implication of the automatic renewal of Designated Public Place and dog control orders in Tamworth orders as Public Space Protection Orders under the ASB Crime and Policing Act 2014.

**RESOLVED:** That Members

1. Approved the automatic conversion of the current Tamworth Dog Control Orders to Public Space Protection Orders based on continued need and proportionality
2. Approved the automatic conversion of the current Designated Public Place orders in the town Centre and Amington to Public Space Protection Orders based on continued need and proportionality

*(Moved by Councillor S Doyle and seconded by Councillor D Cook)*

**51 COUNCIL TENANTS FIRE SAFETY STRATEGY**

The Report of the Portfolio Holder for Housing Services to consider the Council's policy statement with regard to fire safety in its Council Owned housing stock.

**RESOLVED:** That Cabinet:

- 1 Approve The Fire Safety Policy



- 2 Delegate authority to the Portfolio Holder of Housing; in consultation with the relevant Directors; to approve development of associated action plan and procedural arrangements to deliver key policy commitments.
- 3 Endorse the involvement of Health & Well-being Scrutiny to inform the policy development, details of presentations and FAQs emerging are shown on the Councils dedicated web area for landlord fire safety. <http://www.tamworth.gov.uk/fire-safety>
- 4 Include an annual review of fire safety on the relevant scrutiny work-plan

*(Moved by Councillor M Thurgood and seconded by Councillor D Cook)*

## 52 ANTI-SOCIAL BEHAVIOUR POLICY

The report of the Portfolio Holder for Communities to secure Members' approval to adopt the proposed Corporate Anti-Social Behaviour policy which outlines a "whole Council" approach to tackling Anti-Social Behaviour.

**RESOLVED:** That Members approve:

- 1 The revised Corporate Anti-Social Behaviour (ASB) policy.
- 2 A corporate mandate to progress towards integration of ASB procedures within the Council and with partners subject to future reports on this matter as appropriate.

*(Moved by Councillor S Doyle and seconded by Councillor D Cook)*

## 53 FESTIVE WARD GRANT PROPOSAL

The report of the Solicitor to the Council and Monitoring Officer to consider a proposal for Festive Grants across the Borough in each Ward to replace the Mayoral Hamper Scheme.

**RESOLVED:** That

- 1 The scheme be administered by the Cabinet Grants Sub Committee

- 2 agreed to support the proposals for £300 per ward
- 3 Authority be delegated to Portfolio Folder for Assets & Finance & Head of Paid Service & Solicitor to consider Governance arrangements

*(Moved by Councillor D Cook and seconded by Councillor R Pritchard)*

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Leader



# **MINUTES OF A MEETING OF THE CABINET HELD ON 2nd NOVEMBER 2017**

**PRESENT:** Councillor D Cook (Chair), Councillors R Pritchard (Vice-Chair), S Claymore, S Doyle and M Thurgood

The following officers were present: Rob Barnes (Corporate Director Communities, Partnerships and Housing), Andrew Barratt (Chief Operating Officer), John Day (Corporate Performance Officer), Tina Mustafa (Head of Landlord Services), Steve Pointon (Head of Strategic Housing Services) and Paul Weston (Head of Asset Management - Property Services)

## **54 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor J Goodall

## **55 MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 19<sup>th</sup> October 2017 were approved and signed as a correct record

*(Moved by Councillor R Pritchard and seconded by Councillor M Thurgood)*

## **56 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **57 QUESTION TIME:**

None

## **58 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**

None

## 59 BUDGET CONSULTATION 2018/19

Report of the Leader of the Council to inform Cabinet of the outcomes arising from the consultation undertaken with residents, businesses and the voluntary sector in accordance with the corporate budget setting process.

**RESOLVED:** That Cabinet endorse the report and take into account the findings along with other sources of information when setting the 2018/19 Budget.

*(Moved by Councillor D Cook and seconded by Councillor R Pritchard)*

## 60 COUNCIL SUPPORT FOR THE STARFISH WINTER NIGHTSHELTER FOR THE HOMELESS

Report of the Portfolio Holder for Housing Services to outline arrangements for the provision of a Winter Night Shelter for homeless people for 3 months from December 2017 to February 2018 and to request that Council support be given to the setting up and running of the scheme. This includes releasing £6,000.00 of Homelessness Prevention Grant via a grant to the Starfish Project Trustees and the Tamworth Covenanting Churches to support the employment of a part time project co-ordinator. The co-ordinator will oversee the setting up and operation of the project until March 2018.

**RESOLVED:** That Cabinet

1. Agreed to the Council supporting the provision of a Winter Night Shelter for homeless people for 3 months from December 2017 to February 2018.
2. Agreed that £6,000.00 Homelessness Prevention Grant be provided as a grant to support the setting up and operation of the project to March 2018.
3. Recommended that outcomes from the project are reported to the Health and Wellbeing Scrutiny Committee following the close of the scheme in March 2018.

*(Moved by Councillor M Thurgood and seconded by Councillor R Pritchard)*

## 61 URGENT RENEWAL OF PEEL HOUSE LIFT

Report of the Portfolio Holder for Housing Services to set out the current situation in relation to the defective lifts in Peel House, the impact of lift renewals on the current capital programme and the implications relating to Leaseholders.

**RESOLVED:** That Cabinet

1. Endorsed Option 3 detailed in the report allowing for the installation of the EVEN lift to be delayed until at least May 2018
2. Agreed that the ODD lift is ordered immediately with a view to installing as soon as possible [Mid-March 2018]
3. Agreed that the consultation process for Leaseholders be waived to allow for immediate ordering and renewal of the ODD lift as it is assessed as immediate and necessary urgent works that without could constitute a breach to Health & Safety and compromise compliance with the Council's Home regulatory standard. Consultation on the EVEN lift was completed prior to ordering the EVEN lift.
4. Agreed that Leaseholders be charged the maximum amount allowable without having completed statutory consultation of £250.00 each. The contract for the installation of the ODD lift be awarded to Classic Lifts on the basis of their previous submission using a mini-competition under the Fusion 21 Framework.
5. Endorsed the virement of £120,160 from the Housing Revenue Account Prior to Paint revenue budget to the Housing Revenue Account Lift Renewals capital budget to fund the installation of the ODD lift which is an addition to the programme.

*(Moved by Councillor M Thurgood and seconded by Councillor D Cook)*

## **62 PILOT - USE OF COUNCIL STOCK FOR TEMPORARY ACCOMMODATION**

Report of the Portfolio Holder for Housing Services to set out the arrangements for a landlord pilot scheme whereby up to 5 council housing properties will be used for temporary accommodation; between Monday 2nd April 2018 until Friday 29th March 2019. The report details how this supports the Landlord Regulatory Standard (Tenancy) as well as supporting the Councils strategic housing function in the discharge of its statutory duties around homelessness

**RESOLVED:** That Cabinet

1. Approved a landlord pilot scheme for the use of up to 5

Council properties as temporary accommodation for homeless households for the period during the pilot.

2. Approved the use of non-secure tenancy agreements for the purposes of the scheme for homeless households placed in Council properties.
3. Approved the implementation timetable contained within the report including arrangements for the review and community based impact assessments arising from the pilot forming part of a further report to Cabinet in July 2019

*(Moved by Councillor M Thurgood and seconded by Councillor D Cook)*

### **63 THE COUNCIL'S APPROACH TO EMERGENCY ACCOMMODATION**

Report of the Portfolio Holder for Housing Services to update Cabinet on the Council's strategic approach to the supply of temporary accommodation and the work already completed following a review of the authority's emergency accommodation. To place this work in the broader context of the Homelessness Reduction Act (HR Act) and the Council's Homelessness Prevention Strategy. Additionally, the report requests Cabinet approval to set up an Emergency Accommodation Register for the procurement of bed and breakfast accommodation, to approve amendments to the Council's Temporary Accommodation Policy ensuring that it complies with new legislative requirements and a new Former Tenant Arrears Policy for temporary accommodation.

**RESOLVED:** That Cabinet

1. Approved the development of an Emergency Accommodation Register of emergency accommodation providers.
2. Approved changes to the Temporary Accommodation Policy.
3. Approved the Former Tenant Arrears Policy.

*(Moved by Councillor M Thurgood and seconded by Councillor S Doyle)*

### **64 PURCHASE OF NEW BUILD PROPERTIES UNDER THE COUNCIL'S ACQUISITIONS POLICY**

Report of the Portfolio Holder for Regeneration and Portfolio Holder Housing Services to update Cabinet on the progress of new affordable housing delivery in Tamworth and to agree appropriate financial arrangements are in place to enable the purchase of 8 units of new build housing from Waterloo Housing Group for use as Council owned and managed accommodation.

**RESOLVED:** That Cabinet

1. Agreed that £750,000 be transferred from available budget intended for regeneration and new build activity to the acquisitions budget. This is to enable the purchase of 8 residential units for housing from Waterloo Housing Group in line with the Council's Acquisitions Policy.
2. Agreed that the Chief Operating Officer and Solicitor to the Council are delegated authority to enter into a contract with Waterloo Housing Group for the purchase of the 8 No dwellings as proposed above.
3. Agreed to clarify financial position and report back to Cabinet

*(Moved by Councillor S Claymore and seconded by Councillor M Thurgood)*

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Leader



# **MINUTES OF A MEETING OF THE CABINET HELD ON 30th NOVEMBER 2017**

**PRESENT:** Councillor D Cook (Chair), Councillors R Pritchard (Vice-Chair), S Claymore, S Doyle and M Thurgood

The following officers were present: John Wheatley (Executive Director Corporate Services), Rob Barnes (Corporate Director Communities, Partnerships and Housing), Andrew Barratt (Chief Operating Officer), Stefan Garner (Director of Finance), Anica Goodwin (Head of Paid Service), Michael Buckland (Head of Revenues) and John Day (Corporate Performance Officer)

## **65 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor J Goodall

## **66 MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 2nd November 2017 were approved and signed as a correct record

*(Moved by Councillor r Pritchard and seconded by Councillor M Thurgood)*

## **67 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **68 QUESTION TIME:**

None

## **69 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**



Councillor P Thurgood put forward the recommendations from the findings of the Infrastructure, Safety and Growth Scrutiny Committee on Electric Car Charging in Tamworth.

**RESOLVED:** That Cabinet agreed the recommendations:-

1. There is no case for Tamworth Borough Council intervening in the provision of electric charging points at present, with a review to take place in 2020;
2. The issue of future provision for home charging of vehicles be included in the next Local Plan to ensure that consideration is given to the future needs of the growing number of people who will have electric / hybrid fuel cars;
3. Tamworth Borough Council to consider placing information on the website that details of existing charging points within the local area.

*(Moved by Councillor D Cook and seconded by Councillor R Pritchard)*

## 70 QUARTER TWO 2017/18 PERFORMANCE REPORT

Report of the Leader of the Council to provide Cabinet with a performance and financial health-check.

**RESOLVED:** That Cabinet

1. endorse the contents of the report and consideration be given to a campaign against high cost lending.
2. Agreed that a Universal Credit campaign be promoted to prioritise rent, particularly around the festive season; tied into the annual 'Pay Your Rent Campaign'; and
3. Agreed that a promotion on the progress of the Assembly rooms be considered including a banner outside to enable the public to be informed and advising stakeholders of the progress to ensure their continued support.

*(Moved by Councillor D Cook and seconded by Councillor R Pritchard)*

**71 DRAFT BASE BUDGET FORECASTS 2018/19 TO 2022/23**

Report of the Leader of the Council to inform Members of the re-priced base budget for 2018/19, base budget forecasts for the period 2018/19 to 2022/23 (the 5 Year Medium Term Planning Period) and the underlying assumptions and to consider the future strategy to address the financial trends.

**RESOLVED:** That Cabinet:

1. Approved the technical adjustments and re-priced base budget figures for 2018/19 & indicative budgets to 2022/23 be approved (as attached at Appendix B, C, D, E, F, G & H;
2. Agreed that consideration be given to the proposed Policy Changes and Capital Programmes, as detailed within the report;
3. Agreed that consideration be given to the planned changes to Council Tax and Housing Rent for 2018/19, as detailed within the report; and
4. Agreed that in compliance with the Constitution of the Council, the Joint Scrutiny Budget Workshop be asked to consider the budget proposals contained within this report.

*(Moved by Councillor D Cook and seconded by Councillor R Pritchard)*

**72 COUNCIL TAX BASE 2018/19**

Report of the Portfolio Holder for Assets and Finance to report the Council Tax Base for the Borough Council for 2018/19.

**RESOLVED:** That Cabinet:

Agreed that Tamworth Borough Council resolves its calculation of the Council Tax Base for the year 2018/19 to be 21,438 (2017/18 – 21,093).

*(Moved by Councillor R Pritchard and seconded by Councillor D Cook)*

**73 LOCAL COUNCIL TAX REDUCTION SCHEME 2018/19 ONWARDS**

Report of the Portfolio Holder for Assets and Finance to advise Members of the results and feedback from the recently undertaken consultation on the proposed Local Council Tax Reduction Scheme from 2018 onwards and to review the consultation feedback when considering potential changes to be applied in the 2018/19 onwards Local Council Tax Reduction Scheme;

The report is also to advise members that the Local Council Tax Reduction Scheme for working age customers for 2018/19 should include continued alignment to Applicable Amounts with those of Housing Benefit; and ask that the Committee endorses the proposed change, moderately supported by the consultation results, that Council Tax Reduction awards will disregard in full Bereavement Support Payments.

**RESOLVED:** That Cabinet

1. considered the results of the public consultation on the current scheme, carried out 18 August to 10 November 2017, and endorsed the proposed recommended change;
2. Approved the base scheme going forward with the following;
  - a. That the Local Council Tax Reduction Scheme for working age customers for 2018/19 will continue to be aligned to Applicable Amounts with those of Housing Benefit, and
  - b. That Council Tax Reduction awards will disregard in full Bereavement Support Payments.

*(Moved by Councillor R Pritchard and seconded by Councillor D Cook)*

**74 TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY MID-YEAR REVIEW REPORT 2017/18**

Report of the Portfolio Holder for Assets and Finance to present to Members the Mid-year Review of the Treasury Management Strategy Statement and Annual Investment Strategy.

**RESOLVED:** That Cabinet

accepted the Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2017/18

*(Moved by Councillor R Pritchard and seconded by Councillor*

*D Cook)*

**75 WRITE OFFS 01/04/17 - 30/09/17**

Report of the Portfolio Holder for Assets and Finance requested that Members endorse the amount of debt written off for the period 01 April 2017 to 30 September 2017 and to seek approval to write off irrecoverable debt in line with policy re Housing Benefit Overpayments and Business Rates in excess of £10k.

**RESOLVED:** That Cabinet

1. Endorsed the amount of debt written off for the period of 1<sup>st</sup> April 2017 to 30<sup>th</sup> September 2017 – Appendix A-D, and:
2. Approved the write off of irrecoverable debt for Housing Benefit Overpayments of £35,778.61 –Appendix E and Business Rates of £184,355.96 – Appendix F respectively

*(Moved by Councillor R Pritchard and seconded by Councillor D Cook)*

**76 TEMPORARY RESERVES, RETAINED FUNDS AND PROVISIONS**

Report of the Portfolio Holder for Assets and Finance to advise Members on the levels of reserves and to seek approval for the return of unspent reserves to balances, following the recent review by the Executive Director Corporate Resources.

**RESOLVED:** That Cabinet

1. approved the return of the reserves, as detailed in Appendix A, of £238,741 to General Fund balances and £83,500 to Housing Revenue Account (HRA) balances;
2. noted the reserves to be spent in 2017/18 and 2018/19 which will otherwise be returned to balances; and
3. noted the current levels of reserves remaining.

*(Moved by Councillor R Pritchard and seconded by Councillor D Cook)*

**77 BROWNFIELD LAND REGISTER**

Report of the Portfolio Holder for Regeneration to seek approval to publish the Tamworth Borough Council Brownfield Land Register.

**RESOLVED:** That Cabinet

1. approved the publication of the Brownfield Land Register 2017;
2. approved delegated authority to the Portfolio Holder for Regeneration and the Head of Managed Growth, Regeneration and Development to make any final changes to the Brownfield Register prior to publication; and
3. authorised approval of the publishing the Brownfield Register in future years to the Portfolio Holder for Regeneration and the Head of Managed Growth, Regeneration and Development.

*(Moved by Councillor S Claymore and seconded by Councillor D Cook)*

## **78 TAMWORTH BOROUGH COUNCIL CCTV RESILIENCE AND DEVELOPMENT**

Report of the Portfolio Holder for Communities to update Cabinet on the current status of Tamworth Borough Council CCTV system and approve further actions to ensure future resilience and development.

**RESOLVED:** That Cabinet

1. Endorsed the findings of this report and recommend that Officers, in consultation with the Portfolio Holder for Communities, explore the options available to provide a resilient and fit for purpose CCTV operation in Tamworth;
2. Agreed that Cabinet refer this to Infrastructure and Growth Scrutiny Committee in order to seek views on any proposals that come out of this options appraisal.

*(Moved by Councillor S Doyle and seconded by Councillor D Cook)*

## **79 ARTS AND EVENTS DELIVERY 2018/19**

The Report of the Portfolio Holder for Environment & Culture to update members on current projects and progress, to endorse the Mid-Point evaluation submitted to Arts Council England. To seek approval for the proposed programme of work for 2018-19 and to seek approval to the proposed changes to outdoor events

booking processes, timelines and requirements and note that once amended that the new procedure's will be presented to Cabinet for endorsement at a later date prior to implementation. The report will also advise Cabinet of the proposed Policy Change (Net £15,000) for Outdoor Events 2018/19. Budgets and the proposal to seek approval for the creation of retained fund for the financial year ending 31st March 2019 and to seek approval for spending the Capital Grant from Arts Council England as part of the Tamworth Assembly Rooms Development Project.

**RESOLVED:** That Cabinet

1. endorsed the update given on the 2016/17 programme and Arts Council Mid-Point Grant for the Arts Review;
2. approved the 2018/19 programme;
3. approved the proposed changes to the Outdoor events processes;
4. noted the proposed changes to the Outdoor Events budget which are to be considered as a Policy Change during the 2018/19 Budget Process; and
5. Approved the Capital Grant expenditure.

*(Moved by Councillor D Cook and seconded by Councillor S Claymore)*

## 80 VARIABLE RENT POLICY FOR COUNCIL TENANTS

Report of the Portfolio Holder for Housing Services to amend the Councils Rent Setting Policy to include arrangements to charge affordable rents on new and affordable housing as detailed in the report.

**RESOLVED:** That Cabinet

1. approved the Rent Setting Policy as provided at Annex one detailing the specific arrangements for charging affordable rent as per the DCLG conditions;
2. Agreed to delegate authority to the Director Communities, Partnerships and Housing in conjunction with the Portfolio Holder of Housing to:
3. Agreed to amend the Rent Setting Policy in line with the changing Government agenda around rent setting and charging.
4. Agreed to vary affordable rent charges in line with HCA grant

funding conditions should it differ from the methodology contained in the proposed policy to ensure it maximises commercial opportunities around future grant funding.

5. Agreed in conjunction with Councils s151 Officer seek a financial waiver to invest in the Orchard Housing Management Affordable rent module to ensure efficient rental recovery. In order to oversee the arrangements for investing in the housing management system to ensure digital solution to track affordable tenancy types for the purposes of both re-valuation and rent generation.

*(Moved by Councillor M Thurgood and second by Councillor D Cook)*

## 81 EXCLUSION OF THE PRESS AND PUBLIC

**RESOLVED:** That members of the press and public be now excluded from the meeting during consideration of the following item on the grounds that the business involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended).

## 82 COMMUNITY DEVELOPMENT REVIEW

Report of the Portfolio Holder for Communities and Wellbeing & Portfolio Holder for Housing Services to update Cabinet on the outcomes of the review of Community Development and make recommendations arising from the review to ensure the most effective approach in the delivery of the Council's Vision and Objectives.

**RESOLVED:** That Cabinet

1. Endorsed officers recommendations contained within the report

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Leader



# **MINUTES OF A MEETING OF THE CABINET HELD ON 14th DECEMBER 2017**

**PRESENT:** Councillor D Cook (Chair), Councillors R Pritchard (Vice-Chair), S Claymore and M Thurgood

The following officers were present: Rob Barnes (Executive Director Communities), Andrew Barratt (Chief Operating Officer), Anica Goodwin (Head of Paid Service), Tracey Tudor (Head of Customer Services) and Janine Bryant (Scrutiny and Corporate Support Officer)

## **83 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor S Doyle and J Goodall.

## **84 MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting held on 30<sup>th</sup> November 2017 were approved and signed as a correct record.

*(Moved by Councillor R Pritchard and seconded by Councillor M Thurgood)*

## **85 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **86 QUESTION TIME:**

None.

## **87 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**

None.



**88 MANAGING UNREASONABLE CUSTOMER BEHAVIOUR POLICY**

The Report of the Portfolio Holder for Assets and Finance to update Cabinet in relation to the introduction of a new policy designed to effectively manage unreasonable customer behaviour.

**RESOLVED:** That Cabinet endorse and approve the new Managing Unreasonable Customer Behaviour Policy.

*(Moved by Councillor R Pritchard and seconded by Councillor D Cook)*

**89 REVISED TELL US POLICY**

The Report of the Portfolio Holder for Assets and Finance to update Cabinet of the changes to the existing Tell Us Policy. The introduction of these changes will:

- Seek to remove one stage of the complaints process - Tell Us Policy (stage 3)
- Put the ownership of more serious case/complaint reviews (current stage 3 complaints) back to the appropriate Heads of Service and service areas.
- Ensure that member's complaints follow the same recording process as all other complaints.

**RESOLVED:** That Cabinet endorsed the changes to the Tell Us Policy.

*(Moved by Councillor R Pritchard and seconded by Councillor D Cook)*

**90 EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** That members of the press and public be now excluded from the meeting during consideration of the following item on the grounds that the business involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended).

*(Moved by Councillor D Cook and seconded by Councillor R Pritchard)*

**91 REVISIONS TO THE HARASSMENT, ASSAULT AND THREATS POLICY**

The Report of the Portfolio Holder for Assets and Finance to update Cabinet in relation to changes to the Harassment, Assaults and Threats (HAT) Policy.

**RESOLVED:** That Cabinet

1. Endorsed the recommendations contained within the report.

(Moved by Councillor R Pritchard and seconded by Councillor D Cook)

## 92 SNOWDOME SWIMMING PROVISION

The Report of the Portfolio Holder for Environment and Culture to seek permission to extend the current partnership swimming provision by providing a monetary grant via a funding arrangement to Snowdome Swim and Fitness Ltd for a further 5 years with a review after 3 years in conjunction with Snowdome Swim and Fitness that is linked to the communities leisure provision post 2022 across the Borough to be shaped via the Local plan / Indoor and Outdoor Sports Strategy and ringed fenced 106 payments to Tamworth Borough Council.

**RESOLVED:** That Cabinet:

1. Endorsed the recommendations contained within the report.
2. The Council to promote the funding support for public swimming within Tamworth.

(Moved by Councillor R Pritchard and seconded by Councillor S Claymore)

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Leader



# **MINUTES OF A MEETING OF THE CABINET HELD ON 25th JANUARY 2018**

**PRESENT:** Councillor D Cook (Chair), Councillors R Pritchard (Vice-Chair), S Claymore, J Goodall and M Thurgood

The following officers were present: John Wheatley (Executive Director Corporate Services), Andrew Barratt (Chief Operating Officer), Stefan Garner (Director of Finance), Matthew Bowers (Head of Managed Growth, Regeneration and Development), Michael Buckland (Head of Revenues), Tina Mustafa (Housing Operations Manager) and Paul Weston (Head of Asset Management - Property Services)

## **93 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor S Doyle

## **94 MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting held on 14<sup>th</sup> December 2017 were approved and signed as a correct record.

*(Moved by Councillor R Pritchard and seconded by Councillor M Thurgood)*

## **95 CORPORATE UPDATE**

None

## **96 MINUTES OF THE PREVIOUS MEETING**

## **97 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

**98 QUESTION TIME:**

None

**99 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**

None

**100 DRAFT BUDGET & MEDIUM TERM FINANCIAL STRATEGY 2018/19**

Report of the Leader of the Council to ask Cabinet to approve the draft package of budget proposals (attached at Appendix A) to consult with the Joint Scrutiny Committee (Budget) on 30th January 2018 and receive their feedback on the:

- General Fund Revenue (GF) Budget and Council Tax for 2018/19;
- Housing Revenue Account (HRA) Budget for 2018/19;
- Capital Programme – General Fund & HRA;
- Medium Term Financial Strategy (MTFS).

**RESOLVED:** That Cabinet

1. approved the draft package of budget proposals including the proposed policy changes (as detailed at Appendix B); and
2. considered the budget proposals contained within this report as required by the Constitution of the Council, the Joint Scrutiny Committee (Budget) on 30th January 2018.

*(Moved by Councillor D Cook and seconded by Councillor R Prichard)*

**101 BUSINESS RATES INCOME FORECAST 2018/19**

Report of the Portfolio Holder for Assets and Finance to seek endorsement from Members on the Business Rates income forecast for 2018/19.

**RESOLVED:** That Cabinet

1. approved the Business Rates income forecast for 2018/19

and subsequent NNDR1 form for submission to DCLG by 31 January 2018, in line with the scheme of delegation;

2. authorised the Executive Director Corporate Services, in consultation with the Leader of the Council, to make such required amendments as necessary should material amendments be required to the forecast NNDR1, ; and;
3. noted discretionary relief granted to qualifying bodies in line with the existing policy.

*(Moved by Councillor R Pritchard and seconded by Councillor D Cook)*

## **102 NORTH WARWICKSHIRE DRAFT SUBMISSION LOCAL PLAN CONSULTATION**

Report of the Portfolio Holder for Regeneration to advise Cabinet of the latest consultations from North Warwickshire Borough Council on its Draft Submission Local Plan and supporting documents and Lichfield District Council on its Local Plan Allocation – Focussed Changes document

**RESOLVED:** That Cabinet

1. noted the policies and proposals contained within the North Warwickshire Draft Submission Local Plan and evidence base
2. approved the comments to be made to North Warwickshire Borough Council on the Draft Submission Local Plan contained in Appendix A and authorised the Portfolio Holder & Head of Planning & Regeneration (HOPR) to make minor amendments before submission;
3. authorised the Head of Managed Growth, Regeneration and Development in consultation with the Portfolio Holder for Regeneration to respond to the Lichfield District Local Plan Allocations Focussed Changes consultation;
4. agreed that the Leader of the Council and Chief Operating Officer write to the Leaders and Chief Executives of Lichfield, North Warwickshire, Staffordshire County and Warwickshire County setting out the desire of Tamworth Borough Council to progress a new Statement of Common Ground with respect to Strategic Planning and;
5. noted that the Head of Planning & Regeneration has done a very good job over the last months and days regarding the Arkall Farm appeal.

*(Moved by Councillor S Claymore and seconded by Councillor R Pritchard)*

### **103 TAMWORTH CASTLE HLF PROJECT AUTHORISATION**

Report of the Portfolio Holder for Environment and Culture to update cabinet on the Heritage Lottery Funded Battle and Tribute Exhibition Project at Tamworth Castle and to seek approval to enter into second stage contracts.

**RESOLVED:** That Cabinet

1. acknowledged that the Chief Operating Officer has entered into second stage contract with the Heritage Lottery Fund and accepted the terms of the grant from the Heritage Lottery Fund.
2. authorised the Chief Operating Officer in consultation with the Portfolio Holder for Culture & Environment to enter into contract with the successful tenderer for the role of project designer for the design, delivery and installation of Battle and Tribute Exhibition.

*(Moved by Councillor J Goodall and seconded by Councillor D Cook)*

### **104 BUILDING CONTRACT FOR THE REINSTATEMENT OF 14 & 15 MADRONA FOLLOWING A FIRE**

Report of the Portfolio Holder for Housing Services to seek authority to enter in a standard form of building contract for the reinstatement of 14 & 15 Madrona following a fire.

**RESOLVED:** That Cabinet

1. Agreed to delegate authority to the Corporate Director (Communities) and the Portfolio Holder for Housing Services to enter into a building contract for the reinstatement of 14 & 15 Madrona following a tendering exercise to be conducted by Tamworth Borough Council's insurers.

*(Moved by Councillor M Thurgood and seconded by Councillor R Pritchard)*

### **105 LETTABLE STANDARD FOR COUNCIL TENANTS**

Report of the Portfolio Holder for Housing Services to outline the progress on the development of the Council's void lettable standard used for the reletting of its empty properties. Also to seek support for head-line projects focused on continuous improvement in relation to elements within the Home & Tenancy Standard; part of the regulatory framework covering the letting of council housing stock.

**RESOLVED:** That Cabinet

1. approved the draft Void Lettable Standard, as an addition to the Repairs Policy, shown at Annex one; subject to consultation with the Tenants Consultative Group (TCG) which includes nominated members of Scrutiny Committee(s)
2. agreed to delegate authority to the Portfolio for Housing & Executive Director Communities to approve the Council's Void Lettable Standard following more detailed consultation and the usual assessment against strategic and service planning objectives, notably Housing Revenue Account Business Plan and taking account of outcomes from a community based equality impact assessment.
3. endorsed, the head-line actions detailed within the report, which seeks to improve the overall approach to letting council empty homes
4. approved a financial waiver to financial regulations; of up to £10,000; to engage the Housing Quality network (HQN) in the production of an in-service self-assessment and development of the service work-plan incorporating detailed actions to improve empty property management and work within the Landlord Services housing options team and;
5. agreed to delegate authority to the Portfolio for Housing & Executive Director Communities to approve revisions to the service delivery plan following the HQN Accreditation Lettings assessment under the Landlord regulatory standards, particularly the Tenancy, Home and Tenant Involvement & engagement standards

*(Moved by Councillor M Thurgood and seconded by Councillor D Cook)*

## 106 EXCLUSION OF THE PRESS AND PUBLIC

**RESOLVED** That members of the press and public be now excluded from the meeting during consideration of the following item on the grounds that the business involves the likely disclosure of exempt

information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended).

*(Moved by Councillor D Cook and seconded by Councillor R Pritchard)*

## **107 ENFORCEMENT AGENTS SERVICES**

**RESOLVED:** That Cabinet approves the Officers recommendations as contained within the report.

*(Moved by Councillor R Pritchard and seconded by Councillor D Cook)*

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Leader





# **MINUTES OF A MEETING OF THE CABINET HELD ON 22<sup>nd</sup> FEBRUARY 2018**

**PRESENT:** Councillor D Cook (Chair), Councillors R Pritchard (Vice-Chair), S Claymore, S Doyle and M Thurgood

The following officers were present: John Wheatley (Executive Director Corporate Services), Rob Barnes (Executive Director Communities), Andrew Barratt (Chief Operating Officer), Stefan Garner (Director of Finance), Michael Buckland (Head of Revenues) and Matthew Fletcher (Economic Development Officer)

## **108 APOLOGIES FOR ABSENCE**

There were no Apologies for Absence.

## **109 MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting held on 25<sup>th</sup> January 2018 were approved and signed as a correct record.

*(Moved by Councillor R Pritchard and seconded by Councillor M Thurgood)*

## **110 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **111 QUESTION TIME:**

None.

## **112 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**

None.

**113 CORPORATE VISION, PRIORITIES PLAN, BUDGET & MEDIUM TERM FINANCIAL STRATEGY 2018/19**

The report of The Leader of the Council proposed the **Vision Statement, Priority Themes, Corporate Priorities and Outcomes** and their inclusion in the **Corporate Plan and Support Service Plan**.

□ the recommendation package of budget proposals to enable the Council to agree the:

- General Fund (GF) Revenue Budget and Council Tax for 2018/19;
  - Housing Revenue Account (HRA) Budget for 2018/19;
  - 3 Year General Fund Capital Programme (2018/21);
  - 5 Year HRA Capital Programme (2018/23);
  - 3 Year General Fund Medium Term Financial Strategy (MTFS) (2018/21);
- and
- 5 Year HRA Medium Term Financial Strategy (MTFS) (2018/23).

□ Compliance 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.

**RESOLVED:** The Committee moved all recommendations within the report.

1. the Vision Statement, Priority Themes, Corporate Priorities and Outcomes for 2018/19.
2. the proposed revisions to Service Revenue Budgets (Policy Changes).
3. the sum of £80,065 be applied from Council Tax Collection Fund surpluses in reducing the Council Tax demand in 2018/19.
4. the sum of £222,336 be applied to Business Rates Collection Fund deficits in 2018/19.
5. that on 30<sup>th</sup> November 2017, the Cabinet calculated the Council Tax Base 2018/19 for the whole Council area as 21,438 [Item T in the formula in Section 31B(3) of the Local Government Finance Act 1992, as amended (the "Act")]
6. that the Council Tax requirement for the Council's own purposes for 2018/19 is £3,681,977.
7. the following amounts as calculated for the year 2018/19 in accordance with Sections 31 to 36 of the Act:

- a. £53,144,554 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act (Outgoings excluding internal GF Recharges).
  - b. £49,462,577 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act (Income excluding internal GF Recharges);
  - c. £3,681,977 being the amount by which the aggregate at 7(a) above exceeds the aggregate at 7(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (Item R in the formula in Section 31A(4) of the Act);
  - d. £171.75 being the amount at 7(c) above (Item R), all divided by Item T (at 5 above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year.
8. the Council Tax level for the Borough Council for 2018/19 of £171.75 (an increase of £5.00 (3.0%) on the 2017/18 level of £166.75) at Band D.
  9. an aggregate Council Tax (comprising the respective demands of the Borough Council, Staffordshire County Council, Office of the Police and Crime Commissioner Staffordshire and Stoke-on-Trent and Staffordshire Fire and Rescue Authority) of £1,648.36 at Band D for 2018/19 be noted (£1,562.01 in 2017/18).
  10. the Council Tax levels at each band for 2018/19.
  11. the sum of £3,077,541 be transferred from General Fund Revenue Balances in 2018/19.
  12. the Summary General Fund Revenue Budget for 2018/19.
  13. the Provisional Budgets for 2018/19 to 2020/21, summarised at Appendix G, as the basis for future planning.
  14. minimum level for balances of £500k to be held for each of the General Fund, Housing Revenue Account, General Capital Fund and Housing Capital Fund.
  15. Cabinet be authorised to release funding from the General Contingency budget and that the release of funding for Specific Contingency items be delegated to the Corporate Management Team in consultation with the Leader of the Council.
  16. proposed HRA Expenditure level of £15,912,710 for 2018/19.
  17. rents for Council House Tenants in General Accommodation for 2018/19 be set at an average of £85.85 (2017/18 £86.72),

- over a 48 week rent year (including the required 1% reduction)
18. rents for Council House Tenants due for 52 weeks in 2018/19 be collected over 48 weeks.
  19. the HRA deficit of £3,805,820 be financed through a transfer from Housing Revenue Account Balances in 2018/19.
  20. the proposed 3 year General Fund Capital Programme of £17.749m.
  21. the proposed 5 year Housing Capital Programme of £41.940m.
  22. to delegate authority to Cabinet to approve/add new capital schemes to the capital programme where grant funding is received or there is no net additional cost to the Council.
  23. the Treasury Management Strategy Statement, the Treasury Management Policy Statement, Minimum Revenue Provision Strategy and Annual Investment Statement 2018/19.
  24. the Prudential and Treasury Indicators and Limits for 2018/19 to 2019/20.
  25. adoption of the Treasury Management Practices contained within ANNEX 8.
  26. the detailed criteria of the Investment Strategy 2018/19 contained in the Treasury Management Strategy within ANNEX 4.
  27. the adoption of the revised CIPFA Prudential code for Capital Finance in Local Authorities (Prudential Code) and Treasury Management in the Public Services Code of Practice and Cross-Sectoral Guidance Notes (Treasury Management Code).
  28. endorse the action taken (under the MIFID II regulations) to opt up to professional status, so that we may continue to use the full range of investments.
  29. to endorse the approach taken in the selection of Property Funds and approve investment in those property funds, making use of both primary and secondary markets as appropriate, at the discretion of the Executive Director Corporate Services and Director of Finance.

*(Moved by Councillor D Cook and endorsed by Councillor R Pritchard)*

**114 WRITE OFFS 01/04/17 - 31/12/17**

The Report of the Portfolio Holder for Assets and Finance proposed that Members endorse the amount of debt written off for the period 01 April 2017 to 31 December 2017.

**RESOLVED:** The Committee endorsed the amount of debt written off for the period 01 April 2017 to 31 December 2017.

*(Moved by Councillor R Pritchard and endorsed by Councillor D Cook)*

**115 EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** That members of the press and public be now excluded from the meeting during consideration of the following item on the grounds that the business involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended).

*(Moved by Councillor R Pritchard and seconded by Councillor D Cook)*

**116 TAMWORTH ENTERPRISE CENTRE BUDGET AND BUSINESS PLAN**

The Report of the Portfolio Holder for Regeneration was considered.

**RESOLVED:** The Committee:-

1. Endorsed the 4 year business plan as detailed and appended.
2. Endorsed the budget forecast outlined in the business plan.
3. Noted the variance between current base budget and expected outturn and endorse the actions detailed in the report to mitigate the impact.

*(Moved by Councillor S Claymore and seconded by Councillor D Cook)*

**117 TAMWORTH BOROUGH COUNCIL GRANT TO SAMARITANS UPDATE AND FUTURE AWARD**

The Report of the Portfolio Holder for Communities and Wellbeing was considered.

**RESOLVED:** The Committee:-

1. Authorised officers to waive financial regulations and issue a grant to Tamworth Samaritans to the value of **£7,000 for the** year April 2018 to March 2019.
2. Delegated authority to the Executive Director of Communities in consultation with the Portfolio Holder for Communities to manage the grant including any variations during the term of the grant.

*(Moved by Councillor S Doyle and seconded by Councillor D Cook)*

## 118 COUNCIL HOUSING REPAIRS DELIVERY OPTIONS

The Report of the Portfolio Holder for Housing Services was considered.

**RESOLVED:** The Committee:

1. Acknowledged the debate undertaken by Corporate Scrutiny in relation to discussing the options on 31<sup>st</sup> January 2018; noting that they support the recommendations being presented in the report.
2. Endorsed an extension to the Wates Living Space contract from 31<sup>st</sup> March 2019 until 31<sup>st</sup> March 2020, on existing terms, allowing for further exploration of opportunities identified with the setting up of either an in-house contractor or procuring a long-term managed contract.
3. Recognised the commercial opportunities contained within Arks independent report into the future delivery options for the repairs and investment service.
4. Delegated authority to the Executive Director of Communities, in consultation with Portfolio Holder for Housing and Executive Director of Corporate Services to agree a detailed project and resourcing plan that enables a final decision to be taken on the financial and commercial viability of an in-house contractor by calendar year end (December 2018) when compared to traditional procurement of longer term managed contract.
5. Agreed the principle work-streams identified within the report, which includes the commissioning of an up-to-date stock

condition survey that will allow, as far as practically possible, the Council to test all the financial assumptions made to make a final decision on the future repairs and investment delivery vehicle for its council owned stock.

6. Requested a Temporary Reserve for £150k be created from current underspends on the Housing Repairs Account to meet the costs of the workstream identified in the report.

*(Moved by Councillor M Thurgood and seconded by Councillor D Cook)*

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Leader



# **MINUTES OF A MEETING OF THE CABINET HELD ON 15th MARCH 2018**

**PRESENT:** Councillor D Cook (Chair), Councillors R Pritchard (Vice-Chair), S Claymore, S Doyle and M Thurgood

The following officers were present: Andrew Barratt (Chief Operating Officer), Anica Goodwin (Head of Paid Service) and John Day (Corporate Performance Officer)

## **119 APOLOGIES FOR ABSENCE**

None

## **120 MINUTES OF PREVIOUS MEETING**

The Minutes of the previous Cabinet meeting held on the 22 February 2018 were approved and signed as a correct record.

*(Moved by Councillor R Pritchard and seconded by Councillor D Cook)*

## **121 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **122 QUESTION TIME:**

None

## **123 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**

None



**124 CORPORATE PLAN 2017 - 2020 (2018 UPDATE)**

Provided Cabinet Members with an update of the Council's Corporate Plan for the period to 2020.

**RESOLVED:** That members of the Cabinet:-

1. Approved the Corporate Plan update.

*(Moved by Councillor D Cook and seconded by Councillor R Pritchard)*

**125 FEES AND CHARGES - DEVELOPMENT MANAGEMENT**

Sought member approval to an increase in fees for High Hedge Complaints and Pre Application enquiries and the introduction of a fee for naming and numbering of new developments and planning applications where permitted development rights have been removed or an Article 4 Direction imposed.

**RESOLVED:** That members of the Cabinet approved:-

1. the revised fee of £350 for processing High Hedge Complaints to be charged from the 1st April 2018.
2. the revised fee for pre application enquiries of £1,000 for large scale major proposals, £750 for medium scale major proposals, £250 for small scale major proposals and £125 for minor proposals to be charged from the 1st April 2018.
3. the introduction of a charge for naming and numbering of new developments as set out in the report to be charged from the 1st April 2018.
4. the introduction of a charge for planning applications where permitted development rights have been removed or an Article 4 Direction imposed as set out in the report to be charged from the 1st April 2018.

*(Moved by Councillor S Claymore and seconded by Councillor R Pritchard)*

**Noted:** that there was a Typo on page 20 of the report and it should have read £3,000 not £300.

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Leader



# **MINUTES OF A MEETING OF THE CABINET HELD ON 5th APRIL 2018**

**PRESENT:** Councillor D Cook (Chair), Councillors R Pritchard (Vice-Chair), S Claymore, S Doyle and M Thurgood

The following officers were present: Rob Barnes (Executive Director Communities), Andrew Barratt (Chief Operating Officer), Matthew Bowers (Head of Managed Growth, Regeneration and Development) and Tina Mustafa (Head of Landlord Services)

## **126 APOLOGIES FOR ABSENCE**

No apologies for absence were received.

## **127 MINUTES OF PREVIOUS MEETING**

The Minutes of the previous Cabinet meeting held on the 15th March 2018 were approved and signed as a correct record

*(Moved by Councillor R Pritchard and seconded by Councillor S Claymore)*

## **128 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **129 QUESTION TIME:**

None

## **130 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**

None

**131 CIL AND PLANNING OBLIGATIONS**

The Report of the Portfolio Holder for Regeneration to ask members to consider the Planning Inspectorate's report of the examination of the Tamworth Borough Council Community Infrastructure Levy Charging Schedule and make recommendations to Council to adopt the Charging Schedule. Further to consider a new Planning Obligations Supplementary Planning Document (SPD), a revised Infrastructure Delivery Plan (IDP) and a revised Regulation 123 list and authorise public consultation on them prior to consideration for adoption at Council.

**RESOLVED:** That Cabinet

1. endorsed the Planning Inspectorate's report of the examination in Appendix A of the Tamworth Borough Council Community Infrastructure Levy Charging Schedule, the proposed modifications and proposed Charging Schedule contained in Appendix B and is recommended that Cabinet refer the matter to Council for adoption of the Community Infrastructure Levy Charging Schedule with an appropriate commencement date in accordance with the Planning Act 2008 (as amended) and Community Infrastructure Levy Regulations (as amended) 2010;
2. authorised public consultation on the revised Infrastructure Delivery Plan contained in Appendix C and considered the adoption alongside the consideration of the Community Infrastructure Levy Charging Schedule;
3. authorised public consultation on the revised Regulation 123 list contained in Appendix D and requests Council to consider adoption alongside the consideration of the Community Infrastructure Levy Charging Schedule;
4. authorised public consultation on the draft Planning Obligations Supplementary Planning Document (2018) contained in Appendix E and requests Council to consider adoption alongside the consideration of the Community Infrastructure Levy Charging Schedule;
5. Cabinet delegated authority to the Head of Managed Growth, Regeneration and Development in consultation with the Portfolio Holder for Regeneration to make amendments to the draft Planning Obligations Supplementary Planning Document, revised Infrastructure Delivery Plan and revised Regulation 123 list following public consultation prior to their consideration by Council;
6. refers to Council for approval the cancelling of the existing Planning Obligations Supplementary Planning Document

(2007) and the Open Space for New Development Supplementary Planning Document (2007) and that they are no longer a material consideration when considering planning applications.

*(Moved by Councillor S Claymore and seconded by Councillor R Pritchard)*

### **132 PURCHASE OF NEW BUILD PROPERTIES UNDER THE COUNCILS ACQUISITIONS POLICY**

Report of the Portfolio Holder for Housing Services, Portfolio Holder for Regeneration to update Cabinet on the progress of new affordable housing delivery in Tamworth and to ensure appropriate financial arrangements are in place to enable the purchase of 6 units of new build housing from (Adam) Cooper Homes Limited for use as Council owned and managed accommodation. Also, to agree to additional resources being made available to enable the purchase of a further 8 units of new build housing from Waterloo Housing Group as agreed at Cabinet in November 2017.

**RESOLVED:** That Cabinet

1. Authorised £746,500 (inclusive of legal costs) be transferred from available budget intended for regeneration and new build activity to the acquisitions budget. This is to enable the purchase of 6 residential units for housing from (Adam) Cooper Homes Limited in line with the Council's Acquisitions Policy;
2. Agreed the Chief Operating Officer and Solicitor to the Council be delegated authority to enter into a contract with (Adam) Cooper Homes Limited for the purchase of the 6 No dwellings as proposed above and;
3. Authorised a further £201, 056.89 be made available to secure the purchase of 8 units of new build housing from Waterloo Housing Group. The additional costs were identified by Waterloo in January 2018 resulting in a revised total purchase price of 961,056.89 (inclusive of legal costs). It is recommended that a further £201,060 be transferred from the available budget intended for regeneration and new build activity to the acquisitions budget.

*(Moved by Councillor S Claymore and seconded by Councillor M Thurgood)*

### **133 EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** That members of the press and public be now excluded from the meeting during consideration of the following item on the grounds that the business involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended).

*(Moved by Councillor D Cook and seconded by Councillor S Claymore).*

### **134 TINKERS GREEN AND KERRIA REGENERATION**

Report of the Portfolio Holder for Regeneration to update Cabinet on the progress in respect of the Tinkers Green and Kerria Regeneration Programme and to agree financing arrangements for the scheme and endorse the submission of a bid to Homes England for Affordable Homes Grant, to agree contract arrangements with ENGIE the Council's preferred contractor, agree the approach to rent charging for the new properties, to agree to the development of a Local Lettings Plan for the allocation of the new homes once completed and: to agree outcomes in respect of community art situated around the Kerria Centre.

**RESOLVED:** That Cabinet

1. Approved the budget virements from the Garage Sites Redevelopment, Acquisitions and Retention of Garage Sites Budgets totalling £4.339m;
2. endorsed the submission of a bid for Affordable Homes grant from Homes England;
3. Agreed that authority be delegated to the Corporate Director for Communities in consultation with the Portfolio Holder for Regeneration and Solicitor for the Council to enter into a formal contract with ENGIE for delivery of building works including the demolition of the Kerria Centre;
4. Agreed that authority be delegated to the Corporate Director for Communities in consultation with the Portfolio Holder for Housing to agree the rent levels for the new properties in accordance with the Council's variable rent policy
5. Agreed that a further report be submitted to Cabinet to agree a Local Lettings Plan for the allocation of the new homes and;
6. Agree an outcome in respect of Community Art situated at the Kerria Centre.

7. Delegate authority to the Leader with the support of the Executive Director of Communities to decide the future of the Kerria Centre statute.

*(Moved by Councillor S Claymore and seconded by Councillor R Pritchard)*

### **135 PILOT SCHEME FOR ERINGDEN 6-STOREY BLOCK**

Report of the Portfolio Holder for Housing Services to set out arrangements for a pilot scheme at the 6-storey block at Eringden in Stonydelph, providing for an intensive housing management scheme for 12-months. Designed to reduce the levels of waste demand on core services by improving the housing management and maintenance of the block as required under the landlord service regulatory standards and as detailed in the review provided at Annex one. <https://www.gov.uk/government/publications/regulatory-standards>

**RESOLVED:** That Cabinet

1. Approved a twelve (12) month pilot scheme at Eringden 6-storey block that allows for the introduction of intensive housing management sited within the block that is designed to improve resident satisfaction, reduce homelessness by promoting tenancy sustainment and which enhances partnership working to support vulnerable tenants (new &/or existing):
2. approved the re-designation of a ground floor flat to an office 'hub' that allows for a dedicated resident support officer to be based; as well as promoting partner engagement and presence in the block – subject to the usual planning and building regulatory requirements;
3. noted that rent loss associated with the re-designation of a residential unit to office premises will be in the region of £3,840PA. Any associated home-loss payments, to facilitate this, will be met from existing HRA resources. Any statutory payments will be in accordance with the allocations policy;
4. supports, in principle, the temporary recruitment of a resident support officer, delegating authority to the Head of Paid Service to agree the final detail based on the business case with regard to the final assessed JE grade and role in line with option 4 set out in the report and;
5. agreed to waive service charges for the intensive housing management scheme for the duration of the pilot so that

critical success factors can be measured informing a decision on the future of the scheme longer-term.

*(Moved by Councillor M Thurgood and seconded by Councillor S Doyle)*

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Leader



## **MINUTES OF A MEETING OF THE CABINET HELD ON 26th APRIL 2018**

**PRESENT:** Councillor D Cook (Chair), Councillors R Pritchard (Vice-Chair), S Claymore and M Thurgood

The following officers were present: Andrew Barratt (Chief Operating Officer), Ryan Keyte (Senior Legal Officer), Matthew Bowers (Head of Managed Growth, Regeneration and Development), John Day (Corporate Performance Officer) and Stephen Lewis (Head of Environmental Health)

### **136 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor S Doyle

### **137 MINUTES OF PREVIOUS MEETING**

The Minutes of the previous Cabinet meeting held on the 5<sup>th</sup> April 2018 were approved and signed as a correct record.

*(Moved by Councillor D Cook and seconded by Councillor M Thurgood)*

### **138 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

### **139 QUESTION TIME:**

None.

### **140 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**

None.



**141 QUARTER THREE 2017/18 PERFORMANCE REPORT**

The report aimed to provide Cabinet with a performance and financial health-check.

(The report was considered by Corporate Scrutiny Committee on 4<sup>th</sup> April 2018 who endorsed the contents of the report).

**RESOLVED:** That Members:-

Endorsed the contents of this report.

*(Moved by Councillor D Cook and seconded by Councillor R Pritchard)*

**142 PROPOSED CHANGES TO NPPF AND REFORMING DEVELOPER CONTRIBUTIONS**

Sought approval to submit responses to the two Ministry of Housing, Communities and Local Government (MHCLG) recently published consultations on 1. Draft Revised National Planning Policy Framework (NPPF) and 2. Supporting Housing. Delivery Through Developer Contributions, on behalf of Tamworth Borough Council.

**RESOLVED:** That Members:-

1. approved the attached consultation response form to proposed revisions to the National Planning Policy Framework which closes 11:45am 10<sup>th</sup> May 2018.
2. Approved the attached consultation response form to the Supporting Housing Delivery Through Developer Contributions consultation which closes 11:45am 10<sup>th</sup> May 2018.
3. That the Head of Managed Growth, Regeneration and Development in liaison with the Portfolio Holder for Regeneration be authorised to make changes to the consultation response forms following comments received at Planning Committee training scheduled for 18<sup>th</sup> April 2018.

*(Moved by Councillor S Claymore and seconded by Councillor R Pritchard)*

**143 CONTRACT FOR COLLECTION, KENNELING, REHOMING OF STRAY DOGS IN TAMWORTH**

Sought Cabinet approval to invite tenders for the Animal Welfare, (Stray Dogs, Kennelling And Rehoming) Contract, and obtained authority to enter into contract with the most economically advantageous bid received.

**RESOLVED:** That Members:-

authorised the Head of Environmental Health to invite tenders and appoint a contractor for kennelling, collection, re-homing and associated services in respect of stray dogs in Tamworth, with additional final procurement in consultation to Councillor S Claymore.

*(Moved by Councillor D Cook and seconded by Councillor R Pritchard)*

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Leader