

**Strategic Overview and Scrutiny Committee
Draft Work Programme 2010/11**

Work Area	Item	Detail	22 June 2010	9 th Nov 2010	26 th Jan 2011	22 Mar 2011
Finance	Three Year Medium Term financial Forecast for Revenue/Capital 2010/13	Scrutinise the Council's resource plans in relation to the delivery of the Strategic Plan priorities			✓	
	Half-yearly report on financial performance for 2010/11	Monitor the position in relation to the Medium Term Financial Strategy for 2010/2011			✓	
	Treasury Management Strategy Report	Outline District Council's strategy to manage investments and banking and control risks			✓	
	Treasury Management Performance Report	Scrutinise performance of the Treasury Management Strategy.	✓	✓		
	Financial Out-turn for 2009/10	Scrutinise the Council's performance against the Medium Term Financial Strategy	✓			
Expenditure Review 2010	Expenditure Review 2010 Guidance Report	To scrutinise the proposed process.	✓			
	Expenditure Review 2010 Draft Proposals	To scrutinise draft proposals		✓		
	Expenditure Review 2010 Final Proposals	To scrutinise final proposals			✓	
Performance	Comprehensive Area Assessment Update Report	To provide an update on the situation with regard to the Government's decision to end requirements relating to Comprehensive Area Assessment (CAA). Please note that this has changed the reports that will come this Committee	✓			
	Strategic Plan priorities for 2011/12	This will accompany the financial plan referred to above and the key priority actions to be delivered will be scrutinised			✓	
	Half-yearly report on performance against key indicators for 2010/11	Monitor the position in relation to the achievement of the Council's key strategic priorities and performance indicators			✓	

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	Annual performance report for 2009/10	Scrutinise the Council's performance for 2009/10	✓			
Task Groups	ICT Task Group reports to Committee	Review Implementation of Member ICT Policy				✓
	Partnership Task Group reports to Committee	Report back when each piece of partnership scrutiny is completed		✓		✓
	Equalities Task Group	To review progress made and work of the Disability Partnership Panel.		✓		
	Donegal House Task Group	To be convened when details are known.				
Annual Reports	Revenues and Benefits Annual Report	Scrutiny of the Council's performance for the Revenues and Benefits Service		✓		
	Progress in relation to the Council's Improvement and Efficiency Strategy	Scrutinising the benefits delivered and progress made in relation to the Council's improvement programme				✓
	Annual briefing notes setting out progress on various areas of work	The Committee may choose to add these into the Committee's agenda if there are items they wish to scrutinise in depth	✓	✓	✓	✓
Other	Shared Services/Systems Summary Report	The Committee requested more detailed information regarding the Council's approach to shared services.	✓			
	Consultation on the draft Sustainable Community Strategy	To give views on the Strategy that details how we and partners will deliver services in the District.		✓		
Service and Financial Planning	Scrutiny of Service Plans	Scrutiny of the Service Plans in Directorate Groups to manage the process effectively	Dedicated Service Planning meeting on December 15 th 2010			

Other items/task groups will be added to this programme as and when identified by the Committee

Note:

The activities which come directly under this Committee include:

Finance, Revenues and Benefits, Technology Services, Performance, Policy and Procurement, Customer Services, Risk and Resilience, Community Training, Democratic and Member Support, Legal Services, Elections and Communications.

FORWARD PLAN

VERSION 1

Issued: 17.05.2010

Effective for the Period 01.06.2010 – 30.09.2010

Representations in respect of all the matters shown should be sent in writing to the contact officer indicated at Lichfield District Council, District Council House, Frog Lane, Lichfield, Staffs. WS13 6YU no later than one week before the decision is due to be made
Facsimile: 01543 309899; Telephone: 01543 308000

- Key decisions are:
1. A decision made in connection with setting the Council Tax
 2. Expenditure or savings if they exceed £50,000
 3. A decision which significantly affects the community in two or more wards

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Statement of Accounts 2009-10	Approval of Statement of Accounts	29/06/2010		Statement of Accounts	Cabinet	OFFICERS: Mrs J Kitchen (01543) 308770 Ms H Sylvester (01543) 308028 CABINET MEMBER: Councillor M Wilcox (01283) 791761

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Annual Report on Treasury Management Services & Actual Prudential Indicators 2009-10	Approval of Prudential Indicators and Treasury Management	29/06/2010		Treasury Management Policy and Treasury Management Strategy	Cabinet	OFFICERS: Mrs J Kitchen (01543) 308770 Ms H Sylvester (01543) 308028 CABINET MEMBER: Councillor M Wilcox (01283) 791761
Regional Spatial Strategy Phase 2 Revision Proposed Changes	To agree representations to be submitted to the Phase 2 Proposed Changes Formal Consultation	29/06/2010		RSS Phase 2 Revision Proposed Changes of the Secretary of State; RSS Phase 2 Panel Report	Cabinet	OFFICERS: Mr C Jordan (01543) 308202 Mr N Cox (01543) 308147 CABINET MEMBER: Councillor Neil Roberts (01543) 672957

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LDF Core Strategy	To consider and agree the approach to progressing the LDF Core Strategy	29/06/2010		Core Strategy Preferred Options# Core Strategy Policy Directions RSS Phase 2 Proposed Changes	Cabinet	OFFICERS: Mr C Jordan (01543) 308202 Mr N Cox (01543) 308147 CABINET MEMBER: Councillor Neil Roberts (01543) 672957
Lichfield Skatepark	To confirm site and to proceed with project.	29/06/2010	Residents Skaters Police County Council	Plans Tender Documents	Cabinet	OFFICER: Mr N Turner (01543) 308761 CABINET MEMBER: Councillor Mrs V Richards (01543) 686927

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Approval of the Development Agreement between the Council and S. Harrison Developments Lichfield Ltd for the Friary Outer Car Park Project	Approval of the Development Agreement between the Council and S. Harrison Developments Lichfield Ltd for the Friary Outer Car Park Project	29/06/2010	Clubs Governing Bodies Schools Local Authorities PCT Et al	Friary Outer Development Agreement	Cabinet	OFFICERS: Mr R King (01543) 308060 Mr E Jones (01543) 308251 Ms G Cheal (01543) 308201 CABINET MEMBER: Councillor N Roberts (01543) 672957
To extend the existing IT Support Contract for two months	To approve the extension of the existing IT Support Contract for two months to allow for the completion of negotiations on the new contract.	29/06/2010			Cabinet	OFFICERS: Ms R Wilson (01543) 308100 Mr K Sleeman (01543) 308120 CABINET MEMBER: Councillor C Greatorex (07808) 097469

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Homelessness Prevention Initiatives	To approve the establishment of Rent Deposit Guarantee and Private Sector Leasing Schemes	20/06/2010	Lichfield & District Private Landlords' Forum	Report	Cabinet	OFFICER: Mr C Gibbins (01543) 308702 CABINET MEMBER: Councillor I Pritchard (01543) 472732
<p>Progress Report/Statement of account on the implementation of Policy in respect of the provision of social and community facilities using developer contributions.</p> <p>Plus the use of Section 106 monies in respect of Burntwood</p>	Approval of the allocation of monies derived from Section 106 developer contributions	29/06/2010	Consultation has been undertaken with key partners and the local community affected by the proposals in the form of a public and Member engagement.	Section 106 Working Group proposals, additional information, updates, minutes and reports	Cabinet	OFFICERS: Mr C Jordan (01543) 308202 Ms A Kathrani (01543) 308149 EXECUTIVE MEMBER: Councillor N Roberts (01543) 672957

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Sports and Physical Activity Strategy	To agree a Sports and Physical Activity Strategy for Lichfield	07/09/2010	Clubs Governing Bodies Schools	Consultation Documents	Cabinet	OFFICER: Mr N Turner (01543) 308761 CABINET MEMBER: Councillor Mrs V Richards (01543) 686927
Indoor Facilities Strategy	To agree an indoor Facilities Strategy for Lichfield District	07/09/2010		Consultation Documents	Cabinet	OFFICER: Mr N Turner (01543) 308761 CABINET MEMBER: Councillor Mrs V Richards (01543) 686927
Review of Performance against the Financial Performance – Revenue and Capital Quarter 1 Reports 2010/11	To report Revenue & Capital Outturn position	07/09/2010	None		Cabinet	OFFICERS: Mrs J Kitchen (01543) 308770 Ms H Sylvester (01543) 308028 CABINET MEMBER: Councillor M Wilcox (01283) 791761

1. The matter in respect of which the decision is to be made
2. What decision the Council will be asked to make
3. A date on which, or period within which, the decision will be made
4. What groups of people and/or organisations will be consulted before the decision is made and how the consultation will be carried out.
5. What background documents will be available to the person or Committee making the decision
6. Who will make the decision, i.e. the Cabinet, an Cabinet Member alone, an Officer under Delegated Powers
7. The Officer or Member who should be contacted regarding the matter under consideration.

MEMBERS OF THE CABINET

Leader of Cabinet and Cabinet Member for Finance, Revenues and Benefits
Deputy Leader of Cabinet and Cabinet Member for Leisure Services and Communications
Cabinet Member for Community
Cabinet Member for Operational Services and Tourism
Cabinet Member for Organisational Development
Cabinet Member for Housing, Health and Environmental Protection
Cabinet Member for Development Services
Cabinet Member for Democratic & Legal Services

Councillor M J Wilcox
Councillor Mrs V. Richards
Councillor Mrs H E Fisher
Councillor Mrs L E Flowith
Councillor C. Greatorex
Councillor I M P Pritchard
Councillor N. J Roberts
Councillor Mrs M Stanhope