

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

Work Area	Item	Detail	22 June 2010	27 Sept 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: 16.10.2010

Effective for the Period 01.11.2010 – 28.02.2011

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⁾
Indoor Facilities Strategy	To agree an indoor Facilities Strategy for Lichfield District	02/11/2010		Consultation Documents	Cabinet	OFFICER: Mr N Turner (01543) 308761 CABINET MEMBER: Councillor Mrs V Richards (01543) 686927

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Lichfield Skate Park	To confirm site and to proceed with project.	02/11/2010	Residents Skaters Police County Council	Plans Tender Documents	Cabinet	OFFICER: Mr N Turner (01543) 308761 CABINET MEMBER: Councillor Mrs V Richards (01543) 686927
Local Development Framework (LDF) Core Strategy	To consider and agree the approach to progressing the LDF Core Strategy	02/11/2010		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 N Roberts (01543) 672957
The development of a shared Geographical Information and Management Service with Stafford Borough Council	To approve the Council entering into the shared service arrangement	02/11/2010	The various interested parties at both authorities have been involved in the development of the proposals	Business Case	Cabinet	OFFICER: Mrs R Wilson (01543) 308100 CABINET MEMBER: Councillor C Greatorex (01543) 416677

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Annual Report on Treasury Management Services and Actual Prudential Indicators 2010-2011	Approval of Prudential Indicators and Treasury Management – Half Year Position	02/11/2010		Treasury Management Policy and Treasury Management Strategy – Half Year Position	Cabinet	OFFICERS: Mrs J Kitchen (01543) 308770 Ms H Sylvester (01543) 308028 CABINET MEMBER: Councillor M Wilcox (01283) 791761
Grounds Maintenance and Street Cleaning Services provided to HomeZone Living (Bromford)	Consideration of a request to extend the current contract by 12 months	02/11/2010	Bromford Housing	Notes of meetings with Bromford	Cabinet	OFFICER: Mr G Brownridge (01543) 687572 CABINET MEMBER: Councillor L Flowith (01922) 453597
Bromford Group proposals	To consider the proposals and agree a way forward	02/11/2010	People and Partnership Overview and Scrutiny Committee	Report	Cabinet	OFFICER: Mr C Gibbins (01543) 308702 CABINET MEMBER: Councillor I Pritchard (01543) 472732

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CCTV Equipment Upgrade	Approval of consultants to manage the upgrade of Lichfield District CCTV equipment	02/11/2010	Three Spires Shopping Centre (St Martins) and People and Partnerships (Overview and Scrutiny)	Report of People and Partnerships CCTV Member Task Group	Cabinet	OFFICER: Ms R Plant (01543) 687540 CABINET MEMBER: Councillor L Flowith (01922) 453597
Sports and Physical Activity Strategy	To agree a Sports and Physical Activity Strategy for Lichfield	30/11/2010	Clubs Governing Bodies Schools	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 2 Reports 2010/11	To report Revenue and Capital Outturn position	30/11/2010	None		Cabinet	OFFICER: Mrs J Kitchen (01543) 308770 CABINET MEMBER: Councillor M Wilcox (01283) 791761

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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	12/01/2011	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

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