

FORWARD PLAN

VERSION 1

Issued: 04.11.2013

Effective for the Period 01.12.2013 – 31.03.2014

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.

Copies of documents can also be obtained by contacting the relevant Officer.

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 (f no consultation has been undertaken please briefly explain why)	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Working with the Private Rented Sector to prevent Homelessness and to discharge the Statutory Homelessness Duty	Approval of the policy relating to the suitability of private rented accommodation for the discharge of the Homelessness Duty	05/11/2013	Members Panel	Copy of the draft Suitability Policy	Cabinet	OFFICER: Mr C Gibbins (01543) 308702 CABINET MEMBER: Councillor C Greatorex (01543) 416677

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GBSLEP Supervisory Board	To recommend to Full Council that the District Council agrees to the setting up of a Joint Committee to make decisions in respect of the Single Local Growth Fund.	05/11/2013	Consultation within the GBSLEP Authorities and with the GBSLEP Board	Relevant reports to the GBSLEP Board, Leaders and Chief Executive's Groups	Cabinet	OFFICER: Mr C Jordan (01543) 308202 CABINET MEMBER: Councillor M Wilcox (01283) 791761
Cannock Chase & River Mease & Special Areas of Conservation	To recommend undertaking project work on behalf of the Cannock Chase SAC Partnership and River Mease Programme Board to mitigate for development.	05/11/2013	Undertaken with partners within the Cannock Chase SAC Partnership and River Mease Programme Board	River Mease Developer Contribution Scheme Cannock Chase SAC Mitigation Strategy Work Proposals	Cabinet	OFFICER: Mr N Cox (01543) 308147 CABINET MEMBER: Councillor I M P Pritchard (01543) 472732

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Money Matters: Council's Financial Performance for the first six months April to September 2013/14	To Report Council's Financial Performance for the first six months of 2013/14.	03/12/2013	None		Cabinet	OFFICER: Mrs Jane Kitchen (01543)308770 CABINET MEMBER: Councillor C Spruce (01543) 253733
ICT – Looking to the future	Approval of Business Case	03/12/2013			Cabinet	OFFICER: Mrs Jane Kitchen (01543)308770 CABINET MEMBER: Councillor C J Spruce (01543) 253733
Designation of Lichfield City as a Neighbourhood Area	Approve designation	03/12/13	6 week formal public consultation as required by the Neighbourhood Planning Regulations 2012. Report to E&D O&S 13 November 2013	Lichfield City Council Application for Designation of a Neighbourhood Area 5/8/13 Neighbourhood Planning (General) Regulations 2012 DCLG letter to Chief	Cabinet	OFFICER: Mr C Jordan (01543) 308202 CABINET MEMBER: Councillor I M P Pritchard (01543) 472732

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				Planners 'Changes to Financial Support for Neighbourhood Planning in 2012/13 and 2013/14' 18 December 2012. Local Plan Strategy proposed submission document July 2012. Local Plan Strategy – Inspectors Initial Findings (28 August 2013)		
Friarsgate Future Actions	To agree the future actions regarding the Friarsgate Development	03/12/2013	To be considered at meeting 2/12/13		Cabinet	OFFICERS: Mr R King (01543) 308060 Miss H Cook (01543) 308252 CABINET MEMBER: Councillor M Wilcox (01283) 791761

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ICT Procurement through Government Frameworks	Approval of exemption from Standing Orders for ICT Procurements	03/12/2013	External Procurement Support		Cabinet	OFFICER: Mr K Sleeman (01543) 308120 CABINET MEMBER: Councillor C Spruce (01543) 253733
High Speed 2 Phase 2 Consultation	To agree a response to consultation on High Speed 2 Phase 2	03/12/2013	Consultation will take place as part of the process of formulating a response	High Speed 2 Consultation on Phase 2 Preferred Route	Cabinet	OFFICER: Mr C Jordan (01543) 308202 CABINET MEMBER: Councillor I M P Pritchard (01543) 472732

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Compulsory Purchase Order on Land at Burton Old Road Streethay	Agree to making of Compulsory Purchase Order	03/12/2013	Consultation has taken place with landowners.	Lichfield Local Plan	Cabinet	OFFICER: Mr R King (01543) 308060 CABINET MEMBER: Councillor I M P Pritchard (01543) 472732
GBSLEP Supervisory Board	To recommend to Full Council that the District Council agrees to the setting up of a Joint Committee to make decisions in respect of the Single Local Growth Fund.	10/12/2013	Consultation within the GBSLEP Authorities and with the GBSLEP Board	Relevant reports to the GBSLEP Board, Leaders and Chief Executive's Groups	Council	OFFICER: Mr C Jordan (01543) 308202 CABINET MEMBER: Councillor M Wilcox (01283) 791761

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High Speed 2 Phase 2 Consultation	To agree a response to consultation on High Speed 2 Phase 2	10/12/2013	Consultation will take place as part of the process of formulating a response	High Speed 2 Consultation on Phase 2 Preferred Route	Council	OFFICER: Mr C Jordan (01543) 308202 CABINET MEMBER: Councillor I M P Pritchard (01543) 472732
Money Matters: Council Tax Base 2014/15	To Report the Council Tax Base for 2014/15	14/01/2014	None		Cabinet	OFFICER: Mrs Jane Kitchen (01543)308770 CABINET MEMBER: Councillor C Spruce (01543) 253733
Money Matters: Medium Term Financial Strategy Treasury Management Policy and	To Report the Medium Term Financial Strategy, Treasury Management and Prudential Indicators, together with Council's Financial	04/02/2014	None	A Plan for the District, Government's Consultation Paper and Exemplifications on Formula Grant, CIPFA's Code of Practice on Treasury	Cabinet	OFFICER: Mrs Jane Kitchen (01543)308770 CABINET MEMBER: Councillor C Spruce (01543) 253733

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Strategy Council's Financial Performance for first eight months April to November 2013	Performance for the first eight months of 2013/14.			Management in the Public Service		
Money Matters: Council Tax Resolution Medium Term Financial Strategy Treasury Management Policy and Strategy Council's Financial Performance for first eight months April to November 2013	To recommend to Council the 2014/15 Council Tax Resolution To Report the Medium Term Financial Strategy, Treasury Management and Prudential Indicators, together with the Council's Financial Performance for the first eight months of 2013/14.	24/02/2014	Extensive	A Plan for the District, Government's Consultation Paper and Exemplifications on Formula Grant, CIPFA's Code of Practice on Treasury Management in the Public Service	Council	OFFICER: Mrs Jane Kitchen (01543)308770 CABINET MEMBER: Councillor C Spruce (01543) 253733

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

Deputy Leader of Cabinet and Cabinet Member for Leisure Services, Tourism and Communications

Cabinet Member for Operational Services

Cabinet Member for Community, Housing, Health and Environmental Health

Cabinet Member for Development Services

Cabinet Member for Finance, Democratic and Legal Services

Councillor M J Wilcox

Councillor Mrs V. Richards

Councillor Mrs L E Flowith

Councillor C. Greatorex

Councillor I. M. P. Pritchard

Councillor C J Spruce

MEMBERS OF THE COUNCIL

Allsopp, Mrs J A

Arnold, Mrs S P

Awty, R J

Bacon, B F

Bacon, Mrs N

Barnett, Mrs S A

Boyle, Mrs M G

Constable, Mrs B L

Constable, D H

Cox, R E

Derrick, B W

Drinkwater E N

Eadie, I M

Eagland, Mrs J M

Evans, Mrs C D

Fisher, Mrs H E

Flowith, Mrs L E

Fryers, M J

Greatorex, C

Hancocks, Mrs R

Heath, H R

Hogan, P

Humphreys, K P

Isaacs, D

Leytham, D J

Marshall, T

Mosson, R C

Mynott, G

Norman, S G

Pearce, A

Perkins, Mrs E C

Powell, J J R

Pritchard, I M P

Pullen, D.R.

Richards, Mrs V

Roberts, N J

Salter, D F

Smedley, D

Smith, A F

Smith, D S

Spruce, C J

Stanhope, Mrs M

Strachan, R W

Taylor, S D

Thomas, T J

Tittley, M.C.

Tranter, Mrs H

Walker, J T

Warfield, M A

White, A G

Wilcox, M J

Wilks, J N

Wilis-Croft, K A

Wilson, B

Woodward, Mrs S E

Yeates, B W

STRATEGIC (OVERVIEW AND SCRUTINY) COMMITTEE DRAFT WORK PROGRAMME FOR 2013-14 (v4 Nov 2013)

Item	20 th June 2013	12 th Sept 2013	26 th Nov 2013	29 th Jan 2014	Details/Reasons	Link to 2013/14 One Year Action Plan	Officer	Member Lead
Policy Development								
Terms of Reference	✓				To remind the Committee of the terms of reference and suggest any amendments	Regard will be had to the 2012/2013 One Year Action Plan	RK	Cllr Spruce
Fit for Future	✓				This will outline progress on the programme to date and propose budget reductions	A Well Managed Council - We'll keep a tight control and management of the council's finances	DT	Cllr Wilcox
Annual performance report for 2012/2013	✓				Scrutinise performance against the projects and activities set out in the One Year Action Plan 12/13 which fall within the remit of the Strategic O&S Committee	A Well Managed Council - We'll maximise the council's performance, innovation and efficiency, so we use our resources well and deliver good quality and better value services	HS	Cllr Greatorex
Council's Financial Performance for 2012/13		✓			Scrutinise the Council's performance against the Medium Term Financial Strategy	A Well Managed Council - We'll keep a tight control and management of the council's finances	JK	Cllr Spruce

STRATEGIC (OVERVIEW AND SCRUTINY) COMMITTEE DRAFT WORK PROGRAMME FOR 2013-14 (v4 Nov 2013)

Item	20 th June 2013	12 th Sept 2013	26 th Nov 2013	29 th Jan 2014	Details/Reasons	Link to 2013/14 One Year Action Plan	Officer	Member Lead
Statement of Accounts 2012/13		✓			Scrutinise the Statement of Accounts	A Well Managed Council - We'll maximise the council's performance, innovation and efficiency, so we use our resources well and deliver good quality and better value services	JK	Cllr Spruce
Treasury Management Outturn & Prudential Indicators for 2012/13		✓			Scrutinise performance of the Treasury Management Strategy	A Well Managed Council - We'll maximise the council's performance, innovation and efficiency, so we use our resources well and deliver good quality and better value services	JK	Cllr Spruce
Support and Training for Councillors			✓		To consider the training needs of Members to ensure all local and national changes are known.	A Well Managed Council - We'll maximise the council's performance, innovation and efficiency, so we use our resources well and deliver good quality and better value services	RK	Cllr Spruce
Administration of the County Council Elections		✓			Scrutinise the administration of the 2013 County Council Elections	A Well Managed Council - We'll maximise the council's performance, innovation and efficiency, so we use our resources well and deliver good quality and better value services	RK	Cllr Spruce
Half yearly performance report for 2013/14			✓		Scrutinise performance against the projects and activities set out in the One Year Action Plan 13/14 which fall within the remit of the Strategic O&S Committee	A Well Managed Council - We'll maximise the council's performance, innovation and efficiency, so we use our resources well and deliver good quality and better value services	RK	Cllr Spruce

STRATEGIC (OVERVIEW AND SCRUTINY) COMMITTEE DRAFT WORK PROGRAMME FOR 2013-14 (v4 Nov 2013)

Item	20 th June 2013	12 th Sept 2013	26 th Nov 2013	29 th Jan 2014	Details/Reasons	Link to 2013/14 One Year Action Plan	Officer	Member Lead
Half-yearly report on financial performance for 2013/14			✓		Monitor the position in relation to the Medium Term Financial Strategy for 2013/2014	A Well Managed Council - We'll keep a tight control and management of the council's finances	JK	Cllr Spruce
Half Year Report on Treasury Management Services and Projected Prudential Indicators 2013/14			✓		Monitor Treasury Management activities and Prudential Indicators	A Well Managed Council - We'll keep a tight control and management of the council's finances	JK	Cllr Spruce
Fit for the Future Programme - Reviews			✓		To update the Committee on the latest position on reviews which are taking place and consider the Project Initiation Documents.	A Well Managed Council - We'll keep a tight control and management of the council's finances	RK/JK	Cllr Spruce
Medium Term Financial Forecast for Revenue /Capital 2012/15				✓	Scrutinise the Council's resource plans in relation to the delivery of the Strategic Plan priorities	A Well Managed Council - We'll keep a tight control and management of the council's finances	JK	Cllr Spruce
Treasury Management Strategy Report				✓	Outline District Council's strategy to manage investments and banking and control risks	A Well Managed Council - We'll keep a tight control and management of the council's finances	JK	Cllr Spruce

STRATEGIC (OVERVIEW AND SCRUTINY) COMMITTEE DRAFT WORK PROGRAMME FOR 2013-14 (v4 Nov 2013)

Item	20 th June 2013	12 th Sept 2013	26 th Nov 2013	29 th Jan 2014	Details/Reasons	Link to 2013/14 One Year Action Plan	Officer	Member Lead
One Year Action Plan 2014/15				✓	This will accompany the three year medium term financial forecast for Revenue/Capital and reflect the one year actions needed to deliver the Plan for Lichfield District	A Well Managed Council - We'll maximise the council's performance, innovation and efficiency, so we use our resources well and deliver good quality and better value services	HS	Cllr Greatorex
Third Quarter Review of Performance against Financial Strategy 2013/14				✓	Scrutinise financial performance and the revised estimate for the full year.	A Well Managed Council - We'll keep a tight control and management of the council's finances	JK	Cllr Spruce
Briefing Papers								

A Special Meeting is planned for April 2014 to consider the draft report of the Independent Remuneration Panel (IRP)