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Monday, 6 November 2023

Dear Sir/Madam

OVERVIEW & SCRUTINY COMMITTEE

A meeting of the Overview & Scrutiny Committee has been arranged to take place **TUESDAY, 14TH NOVEMBER, 2023 at 6.00 PM IN THE COMMITTEE ROOM** District Council House, Lichfield to consider the following business.

Access to the Committee Room is via the Members' Entrance.

The meeting will be live streamed on the Council's [YouTube channel](#)

Yours faithfully

A handwritten signature in black ink that reads 'Kerry Dove'.

Kerry Dove
Chief Operating Officer

To: Members of Overview & Scrutiny Committee

Councillors Norman (Chair), Leung (Vice-Chair), Ball, Booker, Ho, Hawkins, Holland, Trent, Ray, Robertson, Whitehouse, Woodward and B Yeates



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AGENDA

1. Apologies for Absence
2. Declarations of Interests
3. Minutes of the Previous Meeting 3 - 6
4. **Health Matters** 7 - 12

To receive updates of the work of the County Council's Health and Care Overview & Scrutiny Committee, feedback issues via our representative on that Committee (Cllr L. Leung) and consider any health-related matters devolved to us by that Committee. The work programme is attached to aid Members.
5. Notes from Task Groups 13 - 16
6. Councillor Community Fund 17 - 30
7. Knife Angel 31 - 36
8. Medium Term Financial Strategy 37 - 54
9. Work Programme 55 - 58
10. **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: "That as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the following items of business, which would involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972".

IN PRIVATE
11. Confidential Notes from Task Groups 59 - 66



OVERVIEW & SCRUTINY COMMITTEE

14 SEPTEMBER 2023

PRESENT:

Councillors Norman (Chair), Leung (Vice-Chair), Ho, Holland, Trent, Robertson, Whitehouse, Woodward and B Yeates

18 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Ball, Booker, Ray and Hill.

19 DECLARATIONS OF INTERESTS

Kerry Dove (Chief Operating Officer) declared an interest in Item 4 as a director of the LATCo.

20 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 02 August 2023, previously circulated, were taken as read and approved as a correct record, subject to amending Item 14 (Local Elections 2023 Review) to note the potential of using SPI information in analysing election turnout drops in specific wards.

21 MEMBER CALL IN - APPOINTMENT OF LATCO BOARD MEMBER

Principal Opposition Group Leader Councillor Woodward requested the call-in on the following basis: "We have not been told of the rationale behind the decision and, on the basis of the new post-May political landscape, it appears that no alternative nominees have been considered; they have certainly not been discussed with Opposition Group Leaders."

Councillor Woodward confirmed that this was not a comment on the suitability of the appointee, but instead an issue of lack-of-consultation. The appointment may be interpreted as a reactive decision rather than proactive in the new political landscape. The potential to increase the number of directors on the LATCo was highlighted.

Council Leader Councillor Pullen stated that having a councillor on the LATCo board is key to keeping the aims of the LATCo aligned with the aims and objectives of the council. Due process as set out in the constitution was followed accordingly. It was highlighted that government advice received on this indicates that mixed LATCo boards of councillors and officers work well. Any material changes to the business plan are required to be go before cabinet and Internal Audit will be looking at the Governance processes of the LATCo in their 2023/2024 review.

The Chair referred to advice from some organisations, including the district's own external auditor, that a LATCo might be more successful with no councillors on the board.

Members believed that it was important to get the LATCo board membership correct, in order to decrease the risk of related votes being lost at full council, which could subsequently jeopardise the appetite for private investment. A suggestion for a LATCo board comprised of 2 officers, 2 councillors and 3 other directors was made.

Councillor Pullen stated her would consider the views of the committee. He agreed that avoiding group think was always positive, whilst noting that the LATCo needs to be sufficient

agile and responsive. The LATCo is new and should be further established in a phased process that can be reviewed in the future.

Councillor Woodward stated that she found the discussion useful.

22 HEALTH MATTERS

There has only been one meeting since the last O&S committee. It was confirmed that Flu vaccines are now available for over-75s. Residents will be contacted about this so there is no need to contact GPs directly. Mental health and contributing factors were discussed.

The committee was reminded that the Samuel Johnson Birth Centre has been closed since the start of the Covid-19 pandemic. There is a reluctance to reopen the centre, due to a shortage of staff. However, the Vice-Chair confirmed she would be pushing County Council to get the centre reopened at their next meeting in November.

Members raised the possibility of a potential community booking event at Burntwood Leisure Centre, in partnership with the County Council to ease issues of GP capacity.

23 NOTES FROM TASK GROUPS

The notes of the recent Lichfield City Masterplan Task Group and New Leisure Centre Task Group will be ready for review at the next O&S meeting in November.

24 REVIEW OF CIVIC FUNCTION MATRIX

Kerry Dove (Chief Operating Officer) and Christine Lewis (Principal Governance Officer) presented the report to the committee. They confirmed that they were seeking views on the civic scoring matrix and civic allowances. The current matrix was developed by a task group in 2015. However, since then there has been an increase in the number of invites from charity and community events. When an invitation falls in the amber section of the matrix, approval is sought from the Leader or Chief Executive on that. Members were asked if that function should be delegated to the Monitoring Officer instead. The IRP have also recommended amalgamating the Chair and Vice-Chair allowances.

- Members asked if the Constitution required LDC to have a Chair of Council.

Christine Lewis confirmed that it is a legal requirement for there to be a 'Chair' of Full Council meetings. It is only a traditional aspect of the role that the Chair would attend local events.

- Members asked if a comparison had been conducted against other similar councils.

It was confirmed that this had been done with the original Task Group in 2015 and could be reconducted if the committee wished.

Kerry Dove noted that there is a personal responsibility on the Chair and Vice-Chair to ensure they are conducting appropriate checks and balances when determining if attending civic events are of clear value to residents.

- Members asked what the total allowance for the Chair and Vice-Chair was.

It was confirmed that in 2023/2024 the Chair's allowance was £2,120. The Vice-Chair's allowance was £1,070. The Council Chair and Vice-Chair's SRA recognises that they may require additional ticket and clothing expenses.

Members agreed that the matrix was not working effectively in its current form and suggested a point scoring system instead.

RESOLVED: The committee considered the matrix and the types of event invitations the Chair receives. The committee recommended a one-off Task & Finish Group be established to resolve this issue.

25 MEDIUM TERM FINANCIAL STRATEGY

Anthony Thomas (Assistant Director Finance & Commissioning) and Councillor Strachan (Cabinet Member for Finance and Commissioning) presented the report to the committee. The Cabinet member noted this was the first time this cycle that the MTFs had come before O&S. He confirmed that the authority is in a broadly resilient financial position, though budgeting remains challenging. The higher than expected use of reserves to balance the budget in 2023/24 at the current time is due to non-delivery or late delivery of income/savings proposals and Leadership Team is seeking to reduce the projected level through savings proposals. He stated that the Capital Programme is included in the report and sees no reason to depart from what has been set out.

Mr Thomas clarified to new members that benchmarking is conducted on nearest statistical neighbouring councils.

- Members asked what options were available for reducing the funding gap.

The Cabinet member confirmed local taxation, cutting additional waste, cost savings and additional income proposals were all options available. Mr Thomas expressed doubts over whether local finance reform may occur in 2025/26 and noted that the modelling included was based on policy papers from before the Covid-19 pandemic.

- Members questioned how the spending commitments would be funded.

The Cabinet member highlighted opportunity led investment that may exist in areas of the district.

- Members asked if car parking revenue had returned to pre-pandemic levels.

The Cabinet member confirmed demand was still significantly reduced.

- Members asked for more information on how the scenarios outlined are determined.

Mr Thomas explained that the worst case scenario envisions low growth in the council tax base; no council tax increases in the period of the MTFs; implementation of financial forms at the more extreme levels, with no transitional arrangements; the loss of a number of grant streams.

Mr Thomas explained that the latest modelling assumes a 4% increase on pay which may still be too low. He noted that it was appropriate not to budget for the new homes bonus beyond 2024/25 given the uncertainty around it. The Virgin Media business rate assessment has been transferred from the local list that the Council bill to the central list that the Government bill due to it being reclassified as national infrastructure. This reduces the Rateable Value the Council administers although compensations are made in other parts of the business rates system to ensure a revenue neutral outcome for the Council.

- Members questioned the departure charge for using the bus station.

The Leader, Councillor Pullen, explained that among other authorities it is standard practice to charge fees for use of the bus station, but this was previously shelved. He noted that the viability of bus journeys and associated impacts need to be considered if revisiting decision.

- Members asked if the 2.99% modelled on council tax increase would be permitted by the Department for Levelling Up, Housing and Communities.

Mr Thomas stated that the settlement last year indicated council tax increases would remain at 2.99% and believes that is an option for 2024/25 however from 2025/26 it will be for a new Government to decide. The Cabinet member added he was not looking to rely on council tax increases to protect the financial position of the authority and nor would he take this lightly.

RESOLVED: The committee provided views to Cabinet in relation to the Revenue Budget and Capital Investment priorities, and the potential level of the District's Council Tax increase for 2024/25.

26 WORK PROGRAMME

Members approved amendments to the work programme in the 2023/24 year.

27 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: "That as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the following items of business, which would involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972".

28 CONFIDENTIAL MINUTES OF THE PREVIOUS MEETING

The confidential minutes of the meeting held on 02 August 2023, previously circulated, were taken as read and approved as a correct record.

(The Meeting closed at 8.02 pm)

CHAIR



Health and Care Overview and Scrutiny Committee Work Programme 2023/24

This document sets out the work programme for the Health and Care Overview and Scrutiny Committee for 2023/24.

The Health and Care Overview and Scrutiny Committee is responsible for:

- Scrutiny of matters relating to the planning, provision and operation of health services in the Authority's area, including public health, in accordance with regulations made under the Health and Social Care Act 2001 and subsequent guidance.
- Scrutiny of the Council's work to achieve its priorities that Staffordshire is a place where people live longer, healthier and fulfilling lives and In Staffordshire's communities people are able to live independent and safe lives, supported where this is required (adults).

Link to Council's Strategic Plan Outcomes and Priorities

- Inspire healthy, independent living
- Support more families and children to look after themselves, stay safe and well

We review our work programme at every meeting. Our focus in scrutiny is on tangible outcomes for the residents of Staffordshire, to use the data provided and members experience to debate and question the evidence, to provide assurance in what is being done and reassurance that matters within the health and care system are moving in the right direction. Scrutiny of an issue may result in recommendations for NHS organisations in the county, the County Council and for other organisations.

To review our meetings they can be found on this link: [Browse meetings - Health and Care Overview and Scrutiny Committee](#)

Councillor Jeremy Pert

Chairman of the Health and Care Overview and Scrutiny Committee

Health and Care Overview and Scrutiny Work Programme				
Date	Topic	Background/ Basis	Actions/ Outcomes	
Monday 12 June 2023 at 10.00 am Completed	<ul style="list-style-type: none"> • Primary Care Dental Overview • Primary Care Access • Primary Care Estate • Work Programme 2023-24 	Reports as identified in the Work Programme Annual update of Work Programme	1. The Committee receive a briefing on the delivery of orthodontics in Staffordshire. This will form a part of the next dentistry update at Committee.	
			2. The Committee wrote to the ICB and Keele university to support a dental school at Keele University.	✓
			3. The Committee receive a briefing note on the model for assessing new development sites.	
			4. The Committee congratulated Midlands Partnership Foundation Trust on gaining University Hospital status.	✓
			5. The membership of the Women's Health Strategy Working Group: <ul style="list-style-type: none"> a. Janice Silvester-Hall b. Ann Edgeller c. Monica Holton d. Jill Hood e. Val Chapman 	✓
			6. The membership of the Integrated Care Hubs Working Group be updated outside of the meeting and be reported back at the next meeting. <ul style="list-style-type: none"> a. Richard Cox b. John Jones (SMDC) c. Barbara Hughes (SMDC) d. Lyn Swindlehurst (SMDC) e. Linda Malyon (SMDC) f. Dave Jones (NULBC) g. Ian Wilkes (NULBC) h. Rupert Adcock (NULBC) i. Gill Heesom (NULBC) 	✓
Thursday 6 July 2023 at 4:30pm Health and Care Training Session	<ul style="list-style-type: none"> • Health and Care training delivered by Centre for Governance and Scrutiny 		7. Centre for Governance and Scrutiny provided a training session for Health and Care O&S on upcoming changes in legislation.	✓

Monday 24 July 2023 at 10.00 am Completed	<ul style="list-style-type: none"> • ICP Operating Plan • System performance • System Pressures • Update on Elective care performance and recovery • SSOT ICS People, Culture and Inclusion Annual Report and update. 		8. The Committee received the ICP Operating Plan and have met with Healthwatch in their scoping of a deep dive into primary care and to review the patients journey for the frail and elderly into the care system.	✓
			9. A breakdown of Cat 2 Ambulance response times was shared with the Committee.	✓
			10. The full winter plan (2023/24) will be shared with the Committee when completed.	
Monday 31 July 2023 Scheduled	<ul style="list-style-type: none"> • Introduction to Adult Social Care Assurance 	To review Social Care Services and provide assurance	11. The Working Group has been established and the initial scoping meeting has taken place. The Membership is: a. Jeremy Pert, Richard Cox, Phil Hewitt, Jill Hood, Bernard Peters, Ann Edgeller & Kath Perry.	✓
Thursday 24 August 2023	<ul style="list-style-type: none"> • Member workshop to assess access to information on Social Care 		12. The Workshop took place, and a follow up session will take place on 7 September.	✓
Monday 11 September 2023 at 10.00 am Scheduled	<ul style="list-style-type: none"> • Joint mental health & mental wellbeing strategy: "good mental health in Staffordshire" 2023/28 action plan. • MPFT & NSCHT – Mental Health performance 	To review the Mental Health action plan and performance.	13. The Cabinet Member for Health and Care has been requested for an executive response to the following recommendations by 10 November 2023. a. the Cabinet Member for Health and Care share the Good Mental Health in Staffordshire Strategy 2023-2028 and the action plan with partner organisations when available. b. the Cabinet Member for Health and Care as part of the consultation on Adult Social Care and Staffordshire Connects give consideration to expanding the Staffordshire Connects to include a section for children and young people.	
			14. The Committee receive a list of the voluntary sector schemes which had been funded by the NHS.	
Monday 16 October 2023 at 10:00 am Scheduled	<ul style="list-style-type: none"> • SSOT ICS People/ Workforce • Staffordshire's Social Care Workforce: Adult Social Care Update • Freedom to speak up 			
Monday 13 November 2023 at 14.00	<ul style="list-style-type: none"> • WMAS 			

Scheduled				
Monday 27 November 2023 at 10.00 am Scheduled	<ul style="list-style-type: none"> • Social Prescribing • Maternity Services • ICB 2nd Quarter Performance Report • 1st year of life (Public Health). 	Review impact on investment on social prescribing		
Monday 29 January 2024 at 10.00 am Scheduled	<ul style="list-style-type: none"> • Primary Care Update • Dentistry and Orthodontics • Mental Health in Schools update. 			
Site visit to MPFT & NSCHT FBC	<ul style="list-style-type: none"> • MPFT 10:00 – 12:00 • NSCHT 14:00 – 16:00 	Site visit to view community-based services		
Monday 18 March 2024 at 10.00 am Scheduled	<ul style="list-style-type: none"> • Carers Strategy • Adult Social Care Assurance Working Group Report • Community Mental Health (Following from Site visits to MPFT and NSCHT) 	Pre-decision to Cabinet 20 March 2024		

Further and Health and Care Overview and Scrutiny work	
Briefings received outside of Committee	<ul style="list-style-type: none"> • Quality Accounts NHS Trusts • Care market • Healthwatch Annual Report 2022/23
Items for future scrutiny	<ul style="list-style-type: none"> • Impact of air pollution on health • Impact of Long COVID • Obesity and Diabetes • End of Life – compassionate communities • Innovation / technology

- Healthwatch Annual Report 2023/24
- Public Health Annual Report
- Public Health Dashboard
- Developing Healthier Communities updates

Membership

Jeremy Pert (Chair)
Richard Cox (Vice-Chair - Overview)
Ann Edgeller (Vice-Chair - Scrutiny)
Charlotte Atkins
Philip Atkins
Keith Flunder
Phil Hewitt
Jill Hood
Thomas Jay
Kath Perry
Bernard Peters
Janice Silvester-Hall
Ian Wilkes

Borough/District Councillors

Ann Edgeller (Stafford)
David Williams (Cannock Chase)
Monica Holton (East Staffordshire)
Leona Leung (Lichfield)
Ian Wilkes (Newcastle-under-Lyme)
Val Chapman (South Staffordshire)
John Jones (Staffordshire Moorlands)
Chris Bain (Tamworth)

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**Overview & Scrutiny Task Group
Meeting Notes**



Review topic	Date of Meeting
Climate Emergency	20 September 2023

Attendance	Venue
<p>Members: S. Norman (Chair) D. Robertson W. Ho Mike Kinghan – Whittington Pam Beale – Transition Lichfield</p> <p>Apologies J. Powell Kristie Charlesworth Ecology and Climate Change Manager</p> <p>Officers: Will Stevenson Lucy Robinson Policy and Strategy Manager</p> <p>Witnesses: M. Wilcox Cabinet Member</p>	Seward Room

Areas Discussed
<p>The Chair of the Task Group, Councillor Steven Norman welcomed everyone to the meeting</p> <p>Declarations of Interest</p> <p>Mike Kinghan declared an interest in Staffordshire Community Energy.</p> <p>LDC Organisational Carbon Reduction Action Plan</p> <p>The Cabinet member, Mike Wilcox, introduced himself to the task group. He explained that LDC operate a joint Waste Service with Tamworth and are currently examining the procurement of equipment to facilitate the potential roll out of food waste collection. They are also finalising the launch of new recycling campaign.</p> <ul style="list-style-type: none"> Members asked if changes to the dual stream system had increased the recycling rate in the district?

The Cabinet member confirmed this had not happened but hoped work in schools will improve the recycling rate.

- Members asked if the dual stream system had reduced the number of contaminated loads?

The Cabinet member confirmed that it had.

The Cabinet member highlighted that many organisations in the district want to work with the council on improving recycling. There was a strong desire from all present to get councillors involved in spreading this message, and engaging with parishes, communities on this and the wider plan to reduce the carbon footprint of the district.

- Members asked if dual stream had led to an increase of recyclables being thrown in black bins.

The Cabinet member stated he did not believe there has been an increase in that respect.

- Members asked what the council should do given the Prime Minister's decision to shelve the green paper on multi-waste streams.

The Cabinet member believed the council should continue moving forward with plans independently, as waiting for central Government guidance could cause significant delays.

The Task Group reviewed the councils Organisational Carbon Reduction Action Plan.

The Cabinet member confirmed a carbon dashboard is being developed that will illustrate the councils carbon reduction performance. Once this is finished the intention is to then develop a dashboard for the district. Work on a district council carbon baseline is ongoing and is expected to be finished during October. The insourcing of the leisure centres will naturally have an impact on the council's carbon footprint.

Members recommended including wording that mentions LDC's declaration of a climate emergency. Wording was also recommended to specify that this plan is for the district council only but will have an impact on the wider district too.

The Task Group raised concerns about the time elapsed, highlighting that we are 12.5% of the way to 2050 since the climate emergency was declared. The Cabinet member confirmed that the new strategic plan 'Lichfield 2050' is currently out for consultation - this will be adopted before the end of the financial year. A district wide climate change action plan will then be developed that will form part of an implementation plan for Lichfield 2050.

The Task Group request that the district council provide support to parish councils in calculating their own carbon footprint.

The Task Group suggested looking at schemes to encourage sustainable travel – taking away the capital cost of purchasing a bike for staff.

The need to improve comms on "No Mow May" was highlighted, as well as training staff and parishes about this.

The Cabinet member advised that an officer Climate and Environment group is being set up to revise the council Organisational Carbon Reduction Action Plan which is meeting for the first time on the 17th October.

The Task Group requested to be updated whenever the action plan is amended on the website.

Task Group asked for information about ways to improve the heating system of Lichfield District Council House.

A formal Citizens Assembly on climate change was suggested to engage residents, councillors, businesses, parishes and draw upon a range of ideas.

The Task Group requested confirmation that the amendment to a motion approved at Full Council in October 2020 would not preclude the application for a heat network delivery unit being made by Shenstone.

Outcomes

- The Task Group recommended wording amendments to the councils Carbon Reduction Action Plan. It was suggested that the plan should be removed from the website whilst these changes were made.
- The Task Group requested to be updated whenever the action plan is amended on the website.
- The Task Group requested district council support for parish councils calculating their own carbon footprint.
- The Task Group asked for information about ways to improve the heating system of Lichfield District Council House.
- The Task Group requested confirmation that the amendment to a motion approved at Full Council in October 2020 would not preclude the application for a heat network delivery unit being made by Shenstone.

Further Work Required/Next Steps:

- Planned recycling initiatives will be run by the District Council.
- The updated council carbon reduction plan will be circulated

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COUNCILLOR LOCAL COMMUNITY FUND

Councillor Richard Cox Cabinet Member for Community Engagement

Date: 14th November 2023

Agenda Item:

Contact Officer: Kerry Dove/Lucy Robinson

Tel Number: 01543 308068 / 01543 308710

Email: Kerry.dove@lichfielddc.gov.uk
Lucy.robinson@lichfielddc.gov.uk

Key Decision? YES

Local Ward All

Members



OVERVIEW AND SCRUTINY COMMITTEE

1. Executive Summary

- 1.1 This report sets out the findings of a review of the two year pilot of the Councillor Local Community Grant Fund. The Committee’s views and feedback are sought on the impact of the Fund, and the future of the Fund moving forwards.

2. Recommendations

That the Committee:

- 2.1 Review and provide views to Cabinet on the impact of the Councillor Local Community Grant Fund.
- 2.2 Provide views to Cabinet on the continuation of the scheme and the proposed improvements outlined in paragraph 4.2.
- 2.3 Provide views to Cabinet on the level of funding available per councillor.

3. Background

- 3.1 The Councillor Local Community Grant Fund was set up in 2021 to enable councillors to award funding to grassroots organisations in their ward. Under the fund each councillor had £300 per annum to award to local projects and activities to make a positive impact in their area. Awards could be made from a minimum of £50 to a maximum of £300 with an option for applications to be made to more than one councillor in a ward or across wards, up to a maximum award of £900.
- 3.2 The Councillor Local Community Fund is one of a number of key funding opportunities available to support our local voluntary and community sector. Complementing the fund is the District Council’s three-year VCS Funding Programme and the Community Lottery. The District Council is also a key supporter of We Love Lichfield, which is a local fund that provides small grants across the district.
- 3.3 It was agreed that the Councillor Local Community Fund would be run as a pilot over 2 years, starting in June 2021. To make it as easy as possible for grassroots organisations to apply, an online application form was developed focussing on the purpose of the organisation and what they needed funding for.

- 3.4 The fund was open to any community groups. The funding was aimed at:
- Projects that provide local solutions to local needs
 - One-off events that benefit the local community and support community resilience
 - Current projects/activities that need a small amount of support to continue or grow
 - Capital items (equipment, materials etc.)
 - New projects and activities that need some funding to get going
 - Projects that stimulate new community activity, such as setting up new local community events and clubs
- 3.5 Prior to the launch of the scheme, a training session was offered to all councillors. This set out councillor roles and responsibilities, including issues to consider when awarding funding, transparency, data protection and signposting to other funding options.
- 3.6 The scheme was originally intended to be run by the Council however following feedback from councillors, the Community Foundation were commissioned to administer the scheme on our behalf and a Service Level Agreement (SLA) was put in place.
- 3.7 In 2022 an interim evaluation was undertaken and reported to Overview and Scrutiny Committee, following this some minor changes were made to the scheme including changes to the application form to streamline the process. Overview and Scrutiny Committee advised that a Task Group should meet to discuss matters relating to the governance process. The Leader of the Council also requested that the Task Group also investigate what would be deemed acceptable level of risks, recognising the balance between this and the low value of grants.
- 3.8 The Task Group met on 11th May 2022 to consider the governance and any risks associated with the current process. There was discussion regarding checks and balances of the scheme and issues experienced recently at another local authority and it was agreed that risks were lower at Lichfield District Council especially with the amount of grant available. Reputational risks of perceived inappropriate awarding were discussed however it was not considered a substantial concern, as there had not been any problems in the first round of applications and details of awards given by each Councillor to people along with details of purpose had been published and open to the public. It was reiterated that any concerns about potential conflicts of interest should be reported to the Monitoring Officer and any inappropriate awards would be dealt with via the Code of Conduct process.
- 3.9 To evaluate the impact of the pilot the following information has been collated and analysed:
- Feedback from councillors via an online survey
 - Feedback from groups who were awarded grants, via an online survey
 - Grant award information

4. Key Findings

4.1 Key findings include:

- 88% of the budget was spent in FY21-22 and 76% in FY22-23 (84% considering two additional awards which were made (Gazebo and Late Night Listeners).
- 68% of councillors spent their full allocation in 22/23, a decrease on the previous year of 78%.
- 92% of the respondents to the Community Groups survey found the application process to be easy, with 46% finding out about the fund directly from a local councillor.
- Community Groups quoted significant impacts on their groups from the funding, with 38% of respondents using the funding to purchase equipment.
- Just over half of the councillors who responded to the survey were happy with the guidance received and three quarters found the application process easy.
- Across both surveys, the need for improvement to communications was highlighted.
- The email form trialled in Year 2 to try to streamline the process created more issues for the Community Foundation as the correct information was not always provided and the form wasn't always filled out correctly.
- Councillors advised that they were not always clear on what needed to be completed in the form so there was a lot of back and forth with applications due to key information being missing from the application (such as bank details).
- The application process should be reviewed again to simplify it, to reduce the burden on community groups and avoid inefficiencies in having to go back and forth with applications
- The current SLA with the Community Foundation does not allow for them to administer the whole process and does not include sending out Grant Agreements, this part of the process was undertaken by District Council officers. Feedback suggests this created issues and inefficiencies.
- Given the value of the grants it is important that a proportionate approach is taken to requesting outcome and impact information from community groups.

4.2 If the decision is made to continue with the Fund, the following key improvements are recommended:

- Revise and simplify the application form
- Strengthen communication and guidance to councillors to encourage greater uptake and promotion of the Fund.
- Commission the Community Foundation to administer the Fund in its entirety on behalf of the District Council

4.3 The Community Foundation for Staffordshire is an independent charity dedicated to strengthening local communities across Staffordshire. They distribute grants for a range of different organisations as well as building and supporting endowment funds. As part of this evaluation, we have consulted with the Community Foundation and they would be willing to take on all aspects of delivering this Fund, including working with us to improve the application form, marketing and promotion, support to potential applications, supporting the decision-making process and grant monitoring. They have provided an indicative cost for this which is detailed in the financial implications section of this report.

4.4 Views are sought from the committee on the level of funding available per councillor. To increase the impact of the Fund, the Cabinet Member would welcome views on raising the level of funding available to £500 per councillor . This would increase the overall cost of the scheme to £24,675 as outlined in the financial implications section of this report. The current budget allocated in the Medium Term Financial Strategy (MTFS) is £14,100, as such if an increase in funding was agreed, this would create a pressure and options to fund it would need to be developed.

Alternative Options	<ol style="list-style-type: none"> To not continue with the Councillor Local Community fund in 2024/25. To continue with the Councillor Local Community Fund in 2024/25 but at a different funding level per councillor than the current £300 or alternative £500. The funding earmarked for the scheme could be added into the funding for the larger CVS Funding Programme or used for other purposes. The CVS Funding Programme has a minimum award of £1,000 which may be too large for small grassroots organisations to apply for. To continue with the fund but to not use the Community Foundation to administer it. Instead, payments could be made payable direct from finance, however this would increase the administrative burden to the council. 												
Consultation	<ol style="list-style-type: none"> The Community Foundation have been consulted for their feedback on the operation of the scheme. Councillors have been consulted via an online survey for their feedback on the scheme. Results are in Appendix B. Community groups have been consulted via an online survey for their feedback on the scheme. Results are in Appendix B. 												
Financial Implications	<ol style="list-style-type: none"> The funding of £14,100 is in the Medium Term Financial Strategy (MTFS). It is top sliced from the CVS allocation available for projects to support local communities. An increase from £300 to £500 would require an increase in budget of c£10,000: <table border="1" data-bbox="507 1274 1458 1431"> <thead> <tr> <th><i>Amount per Councillor</i></th> <th>£300</th> <th>£500</th> </tr> </thead> <tbody> <tr> <td>Total for 47 Councillors</td> <td>£14,100</td> <td>£23,500</td> </tr> <tr> <td>Community Foundation Admin Fee @5%</td> <td>£705</td> <td>£1,175</td> </tr> <tr> <td>Total</td> <td>£14,805</td> <td>£24,675</td> </tr> </tbody> </table> The funding can make a significant difference to local grass root organisations at minimum cost. If the Community Foundation continue to manage the scheme as in previous years, the cost is £423. Under the new proposal, with Community Foundations administering the entire scheme the cost would be £705; this is an additional £282 per year which is very good value for money and is much less that it would cost in council officer time to deliver. If the fund was increased to £500 the administration fee would be £1175. 	<i>Amount per Councillor</i>	£300	£500	Total for 47 Councillors	£14,100	£23,500	Community Foundation Admin Fee @5%	£705	£1,175	Total	£14,805	£24,675
<i>Amount per Councillor</i>	£300	£500											
Total for 47 Councillors	£14,100	£23,500											
Community Foundation Admin Fee @5%	£705	£1,175											
Total	£14,805	£24,675											
Approved by Section 151 Officer	Yes												
Legal Implications	<ol style="list-style-type: none"> The new Service Level agreement with Community Foundations will be assessed by the legal team before Cabinet if the fund is continuing in 2024/25. 												

Approved by Monitoring Officer	Yes
Contribution to the Delivery of the Strategic Plan	<ol style="list-style-type: none"> 1. Funding voluntary and community sector organisations makes a significant contribution to Enabling People and Shaping Place set out in the Strategic Plan 2020 to 2024. It will contribute to all outcomes identified in the draft Lichfield District 2050 Strategy.
Equality, Diversity and Human Rights Implications	<ol style="list-style-type: none"> 1. Voluntary and community groups provide support to a range of groups and in particular children, older people and people with disabilities. 2. An Equality Impact Assessment will be completed if the decision is made to continue with the scheme.
EIA logged by Equalities Officer	Yes
Crime & Safety Issues	The funding could be used to impact (positively) on our duty to prevent crime and disorder within the district (Section 17 of the Crime and Disorder Act, 1988) – e.g., security measures.
Data assessment	<ol style="list-style-type: none"> 1. Prosperous Communities - some of our wards are amongst the most income deprived in England, and in 2019, 8.4% of the local population was identified as income deprived. 2. Active Communities - we know around 35% of adults and 60% of children and young people in our district are not active for recommended weekly levels 3. Greener Communities – over 836,000 tonnes of greenhouse gases emitted across the district in 2019 and 149 protected wildlife sites exist across the district. 4. It is anticipated that the outcomes achieved by the funded projects will contribute to achieving the strategic objectives and result in improved outcomes in the data.
Environmental Impact (including Climate Change and Biodiversity).	<ol style="list-style-type: none"> 1. The funding could be used to fund grassroots activities that have a positive environmental impact. 2. Funding community and voluntary groups that contribute to the green objectives of the district will promote sustainability, including use of renewable energy and other methods of conservation which will positively impact on the environment. 3. Groups can also raise awareness of environmental issues and impact on the district.
GDPR / Privacy Impact Assessment	<ol style="list-style-type: none"> 1. A Privacy Impact Assessment was completed in 2021. This identified risks as inappropriate sharing of data and data being kept longer than required. The training and Member Code of Conduct provide the key mechanisms for minimising the risk and Data privacy notices will be developed. 2. There is no high risk to the rights and freedoms of any individuals through this process, the process hasn't fundamentally changed since the previous assessment and therefore no new Data Privacy Impact Assessment (PIA/DPIA). Only key information should be obtained in the initial form.

	Risk Description & Risk Owner	Original Score (RYG)	How We Manage It	Current Score (RYG)
A	Inappropriate awarding/ use of funding	Likelihood: Green Impact: Yellow Risk: Green	Members would make declarations about the use of funding, which would be in the public domain ensuring awards are transparent. The amount of funding available ensures there is no significant financial risk. Members are required to adhere to their code of conduct and training would help minimise the risks. The Community Foundation will administer the scheme and the SLA will be robust to ensure only appropriate funds are awarded.	Likelihood: Green Impact: Yellow Risk: Green
B	Funding not allocated	Likelihood: Green Impact: Yellow Risk: Green	We will promote the scheme to all councillors and provide all the necessary training. The scheme will be advertised on our website.	Likelihood: Green Impact: Yellow Risk: Green
C	Disproportionate officer support required	Likelihood: Green Impact: Yellow Risk: Green	Improved application form and processes will be put in place to ensure minimum support required. If the Community Foundations administer the whole scheme there will be significantly less officer time required.	Likelihood: Green Impact: Yellow Risk: Green

Background documents

Any previous reports or decisions linked to this item

<https://democracy.lichfielddc.gov.uk/ieListDocuments.aspx?CId=268&MId=1807>

Relevant web links

Any links for background information which may be useful to understand the context of the report

<https://www.lichfielddc.gov.uk/community/can-i-fund-community-project>

<https://www.lichfielddc.gov.uk/community/can-i-fund-community-project/3>

[The Community Foundation for Staffordshire – Funding, Giving, Changing](#)

APPENDIX A – Analysis of Grant Award Information

A larger amount of the overall fund was spent by Councillors in FY21-FY22 compared with FY22-23.

Chart 1

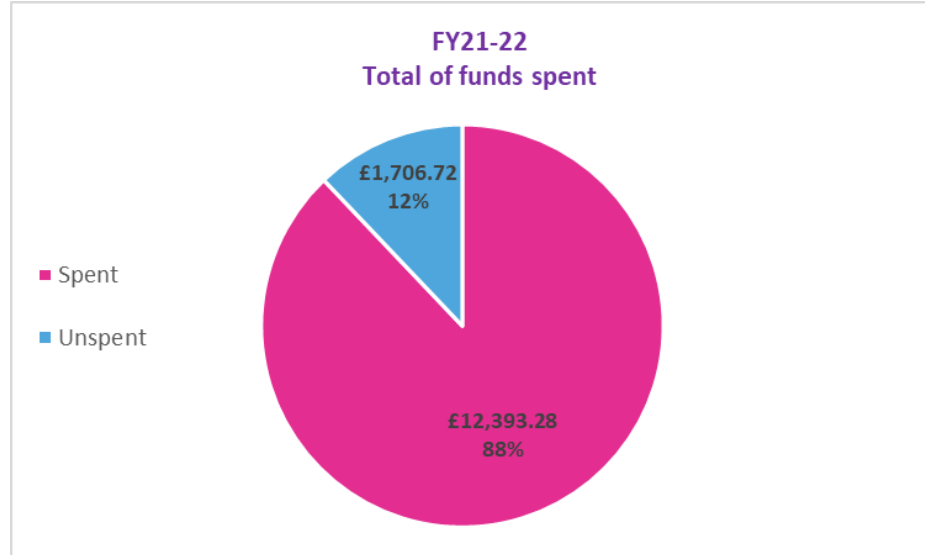
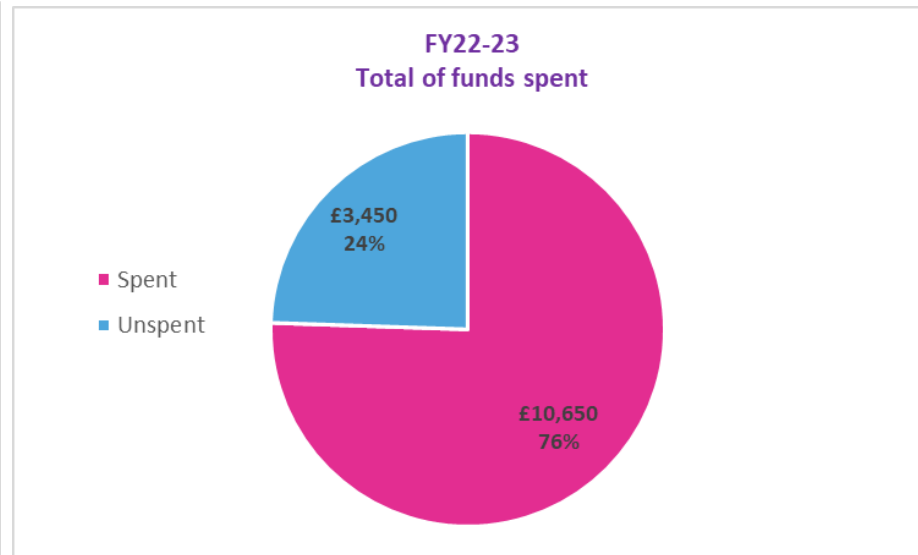


Chart 2



However, two additional awards were then given out of the remaining £3,450 in FY22-23 (Gazebo and to Late Night Listeners) – leaving an overall underspend from this fund of £1,903 (16%).

A total of 100 grants were given in FY21-22, and a total of 87 grants were given in FY22-23, with two additional awards also given (Gazebo and Late Night Listeners).

The charts below show that the overall number of Councillors to spend their full allocation in FY22-23 decreased from the previous year.

Chart 3

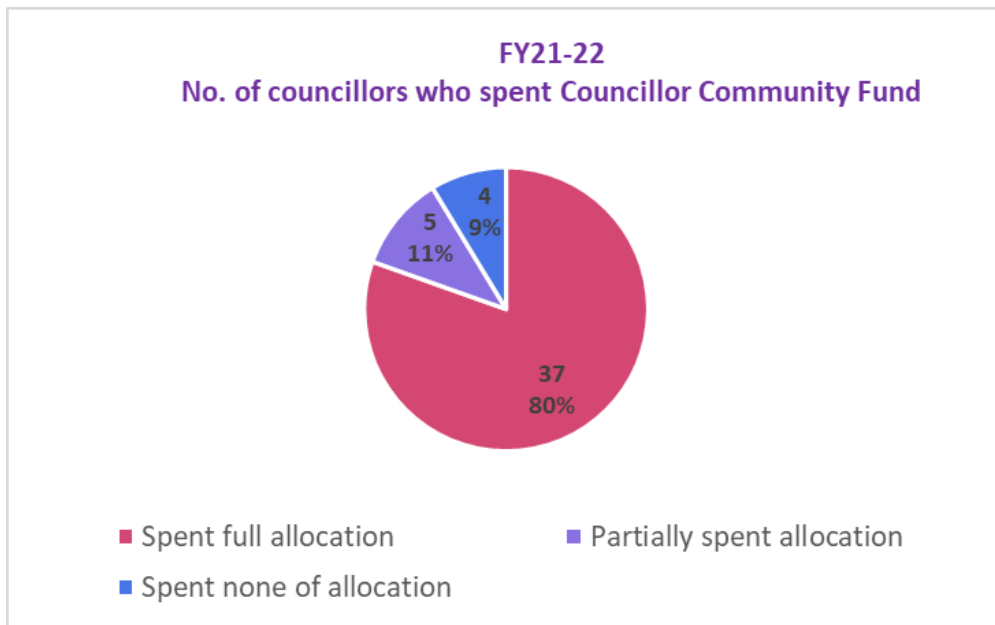
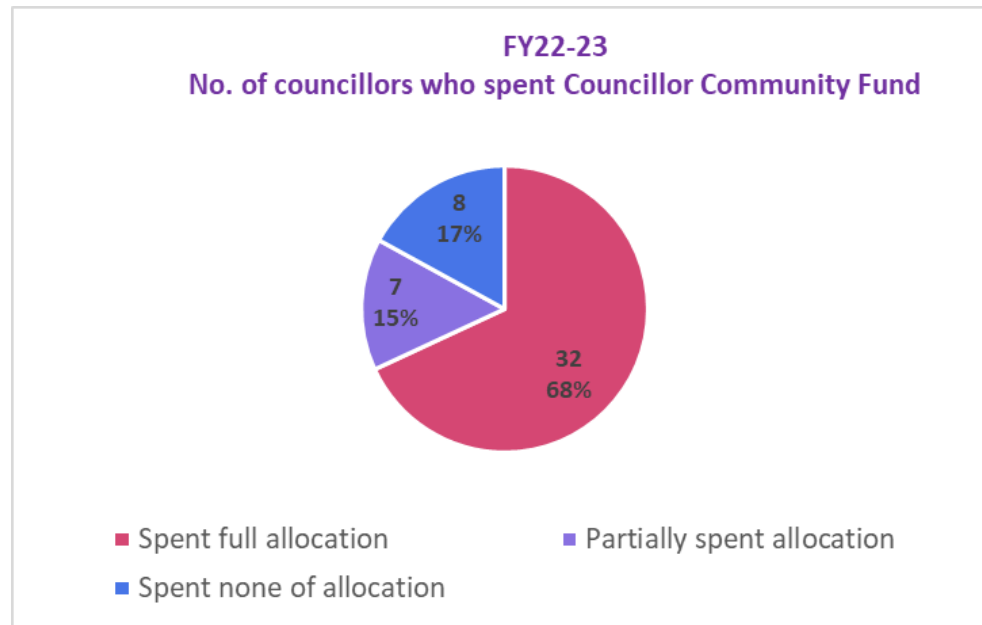


Chart 4



Across both years, sports groups received the most funding. There was a broad reach of types of organisations who benefited from the grants, such as arts groups, community groups and social groups.

Chart 5

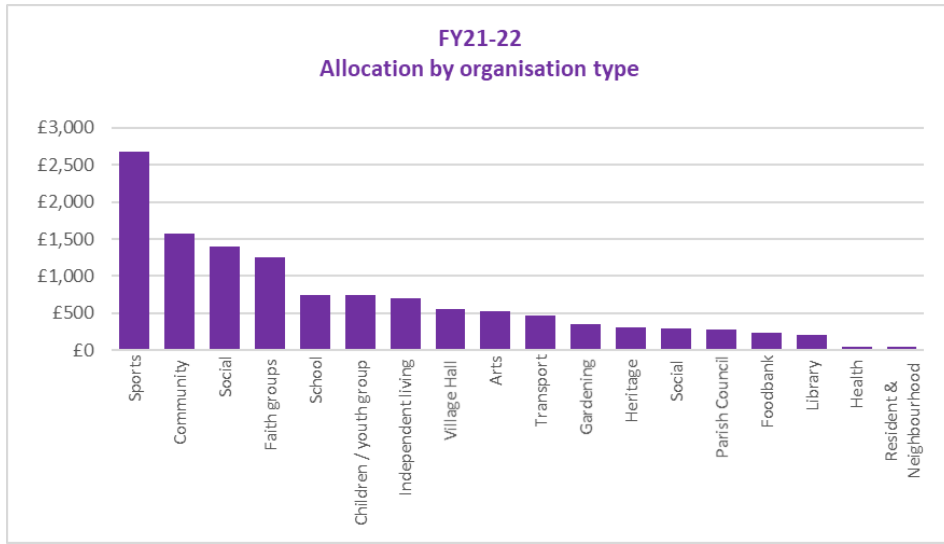
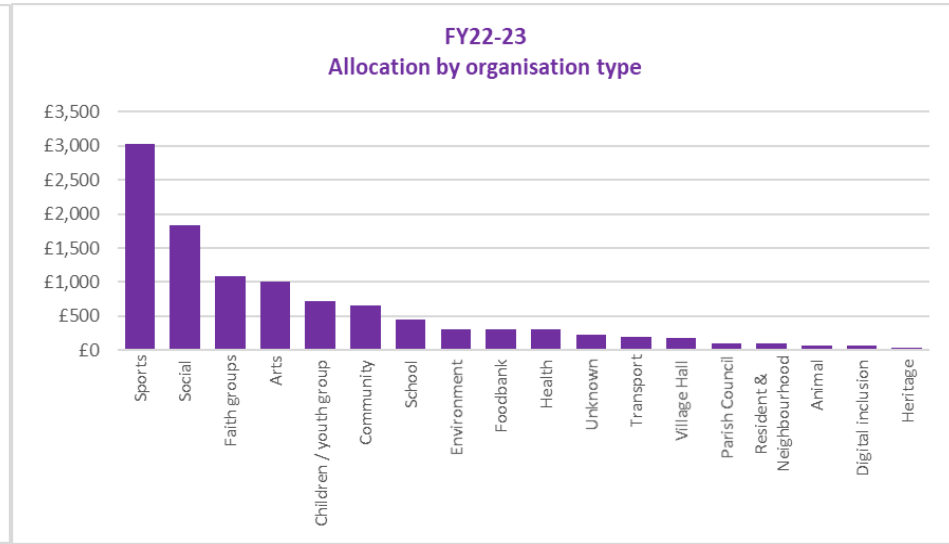
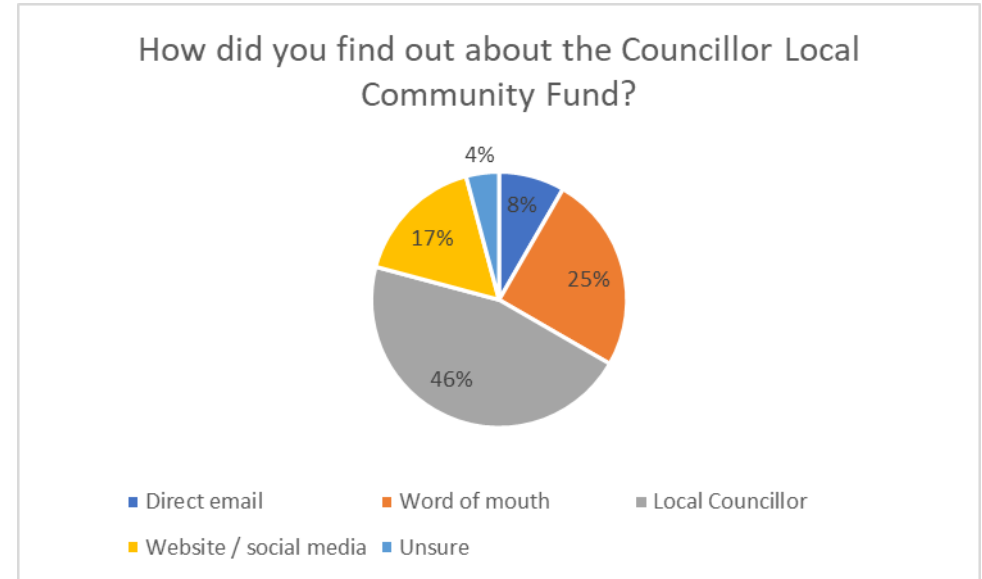
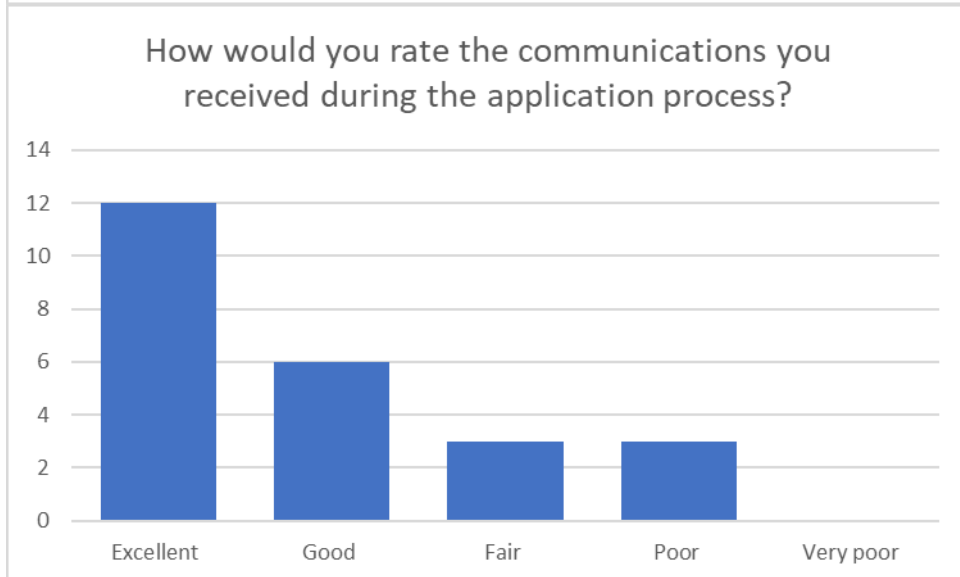
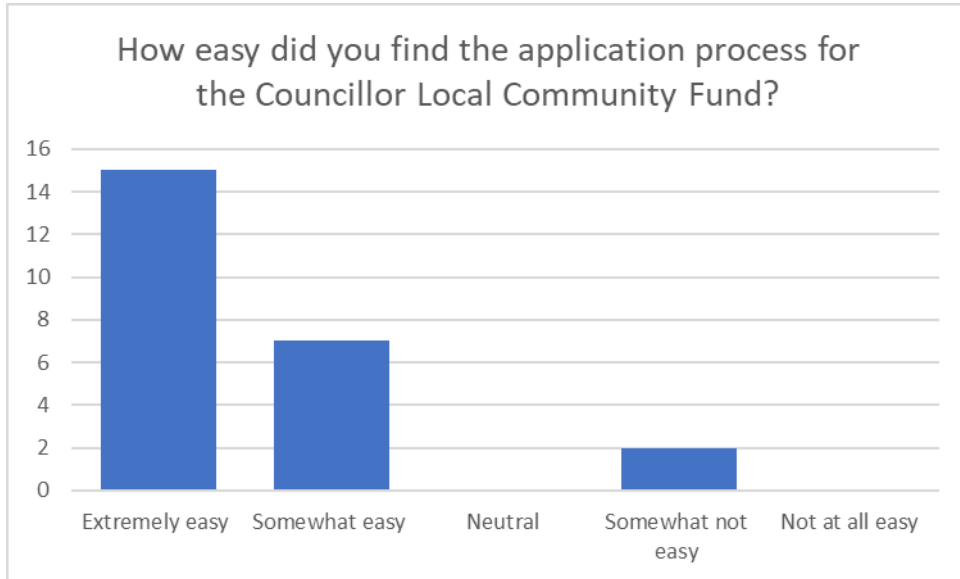


Chart 6



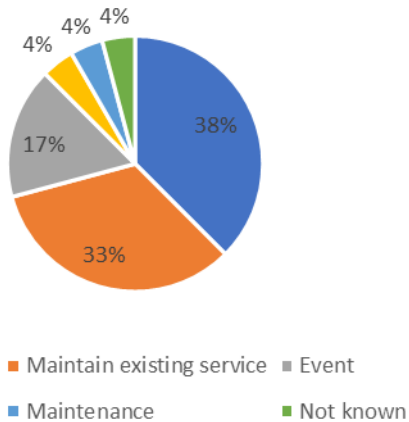
APPENDIX B – Analysis of Feedback

Community Group Online Survey - (24 responses received)



- 92% of those who responded found the application process to be either extremely easy or somewhat easy.
- Whilst the majority of those who responded found the communications during the application process to be excellent or good, 25% rated comms to be fair or poor.
- Community Groups found out about the Fund from a variety of methods, with 46% finding out directly from their Local Councillor.

What impact did receiving the funding have on your organisation?



- 38% of respondents used the funding to purchase equipment, whilst 33% used the funding to continue an existing service or function.
- 17% of respondents used the funding to run events
- Comments provided included:

“It will enable us to continue to feed adults and families in crisis”
“It could be lifesaving as its for a Defibrillator”
“A big impact. It meant we could buy the storage shed we desperately needed to be able to continue.”
“Significant. Allowed us to run the project for an additional month”
“It helped with a charity lunch and entertainment which raised nearly £900 for 2 local charities.”
“It makes it possible to hold an event for the community”

The survey asked for – any further comments on how the scheme could be improved. Limited responses were submitted for this question, however comments identifying possible improvements included:

“Better communication.”

“Make the application process and access to list of appropriate councillors easier and more transparent - also advertise scheme more widely. If councillors do not use any or all of their discretionary awards are they rolled over or lost to the community?”

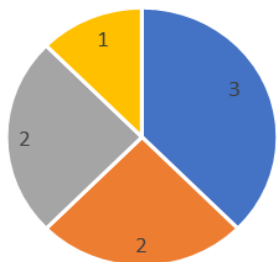
“More updates and communication with the process”

“ I think there should be more engagement with the councillors who have allocated their funds and some promo via your website/newsletter on all the projects. It would encourage others to apply for funds and would be good publicity for you as a council.”

Councillor Online Survey 2023 (8 responses received)

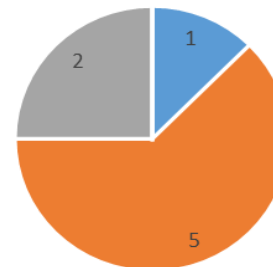
It should be noted that the survey was distributed to current Councillors, many of which were newly elected to the Council in May 2023.

How satisfied were you with the guidance given on the Councillor Local Community Fund?



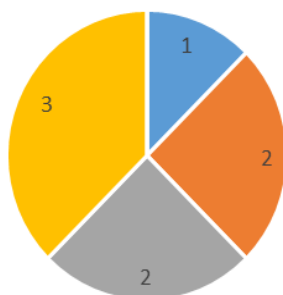
■ Very satisfied
■ Somewhat satisfied
■ Neither satisfied nor dissatisfied
■ Somewhat dissatisfied
■ Very dissatisfied

How easy did you find the application process for the Councillor Local Community Fund?



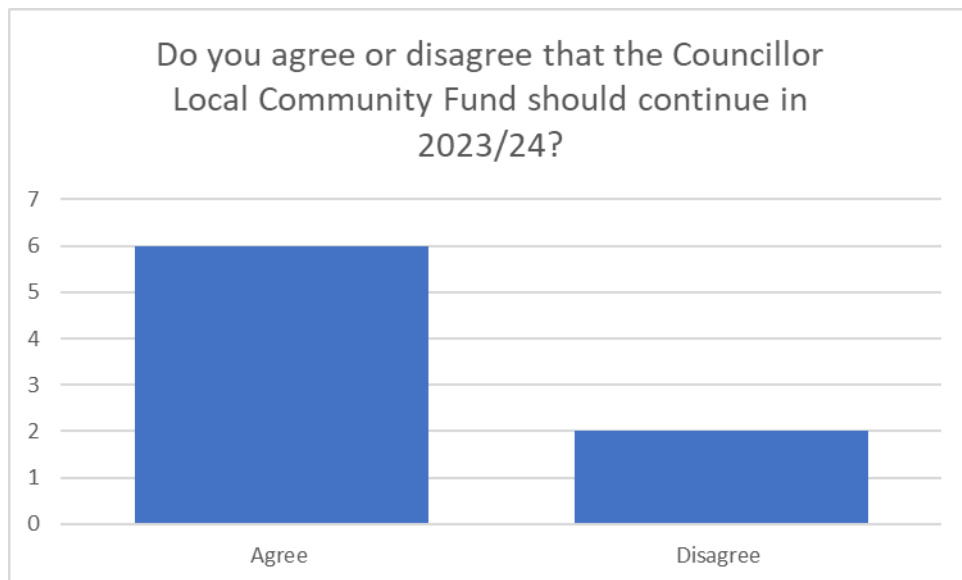
■ Extremely easy
■ Somewhat easy
■ Neutral
■ Somewhat not easy
■ Extremely not easy

How would you rate the communications you received during the application process?



■ Excellent
■ Good
■ Fair
■ Poor
■ Very poor

- 5 of the 8 respondents were satisfied with the guidance given on the fund
- 7 of the 8 respondents found the application process to be easy.
- There was a mixed view of the communications received during the process, with 3 out of 8 respondents giving a rating of 'poor'.
- 6 out of 8 respondents agreed that the Fund should continue in 2023/2024.
- Comments were given around improved comms with the need for clear comms and reminders.
- Also comments around more money per Councillor would be beneficial.



Respondents noted a variety of outcomes were achieved with the funding:

"Lots of community groups benefited. Helping out locally. Arts festival. Toddler group church afternoon teas and more."

"Events held at Purcell Avenue Social Club, support given to Lichfield Foodbank, new computers secured for Code Club and new water butts secured at Curborough"

"Allowing small groups to receive small amounts of funding that makes all the difference."

"Sensory garden provided for older people and children supported to attend a Christmas event"

How could the Councillor Local Community Fund be improved?

"Transparency is needed. The agreed funding must support the council's strategic plan. Elected members must be informed of the proposal - which must have more detail, including the detail of the applicant and who they anticipate will benefit from the grant applied for. There was a lack of information for members as to what other councillors were being included in the particular application."

"I feel that the funds could be better used, if gathered together and given to one project and/or paid for time for staff member to support local groups in other funding bids and community development support"

Knife Angel Report

Report of Councillor Richard Cox, Portfolio holder for community engagement

Date: 14 November 2023

Agenda Item:

Contact Officer: Yvonne James, James Johnson, Christie Tims

Tel Number: 01543 308002

Email: Christie.tims@lichfielddc.gov.uk

Key Decision? NO

Local Ward Members N/A



OVERVIEW & SCRUTINY COMMITTEE

1. Executive Summary

- 1.1 During July 2023 the Knife Angel installation was hosted by Lichfield District Community Safety Partnership and Lichfield District Council.
- 1.2 The Lichfield District Community Safety Partnership co-ordinated 30 days of educational workshops and engagement activity in the district, alongside numerous partners to host the Knife Angel. Children and young people, local residents, community groups, partners and visitors to the area were all invited and encouraged to take part. Key crime prevention, anti-violence and anti-aggression messages were shared throughout the month, allowing people, and importantly, young people, to stand up against violence and aggression in all forms, not just knife crime.
- 1.3 Knife crime is a national issue with increasing levels of knife crime being carried out since the pandemic. Nationally West Midlands is the highest area outside of London for knife crime to occur and it has increased in Staffordshire over the last 2 years. Whilst Lichfield District itself is not high knife crime area local incidents are increasing in frequency and the habit of carrying a knife is becoming more prevalent.
- 1.4 There has been a review of the lessons learned from hosting the Angel, including:
 - recognition of the limited member engagement in agreeing to host the Knife Angel,
 - lack of up-front scrutiny around the impact the campaign would have
 - staffing and resources it required to support the effective co-ordination of the events
 - the impact this additional work had on daily workloads of the Community Safety Officers
 - consideration of the Council representation at the Community Safety Partnership meetings in future.

2. Recommendations

- 2.1 The committee review and comment on the findings of the report.

3. Background

- 3.1 At the end of April, Lichfield Community Safety Partnership were offered and agreed to accept the opportunity to host the Knife Angel at the end of its stay at Nuneaton & Bedworth in June 2023. This tied in with an existing [anti-violence campaign](#) being planned for delivery in local schools, funded by the Community Safety Partnership in response to increasing youth crime within the district. It also tied in with other campaigns in the community safety partnership delivery plan including domestic

violence; anti-social behaviour; county lines; and crime prevention. [Community safety partnership – Our delivery plan \(lichfelddc.gov.uk\)](https://www.lichfelddc.gov.uk/our-delivery-plan)

- 3.2 Alison Cope delivered events in schools between March and September 2023, covering all the main high schools in the district and most of the primary schools. During the month of hosting additional sessions were delivered to school pupils from across the region, with primary and high schools from as far afield as North Solihull and Wolverhampton visiting the site and engaging with partner events.
- 3.3 Funding for the Knife Angel programme of events has largely come from the Police and Crime Commissioner with £10,000 from the Local Tasking Fund and £10,000 from the local Locality Deal Fund. Lichfield District Council has contributed an additional £5,000 to transport, secure and stage events around the Knife Angel.
- 3.4 Much of the funding was directed towards educational initiatives, to address social change in line with the Community Safety Action Plan. Local suppliers also donated and committed their resources to supporting events and activities, such as loan event equipment from Cocker hoop Creative Limited and the Community Champion from Tesco Store in Lichfield being temporarily seconded to assist in running the event stall and campaign activities.
- 3.5 All hosts must sign the ‘Knife Angel Agreement of Conscience’ before a hosting period can be confirmed. This agreement is designed to give guidance over how to get the maximum benefit out of hosting the monument through public involvement, education programmes, and community collaborations. Most importantly, all hosts must commit to utilise the Angel to conduct 30-days of intensive anti-violence education programmes and workshops for their community youth.
- 3.6 All those who volunteer or contribute to the hosting must receive recognition for their support via civic awards which the Community Safety Partnership was contractually obliged to give out. Recognition awards required under the agreement were given to :

Award Recipient	Reason
Street Whyze Project CIC	Active engagement with community at Knife Angel Site and provided inputs to pupils on school visits on site
The Training Initiative	Active engagement with community at Knife Angel Site and Education inputs at schools - The Training Initiative
Two Rivers School	Directed most young people to Knife Angel Site and large involvement in project
Tesco	Knife Bin on their premises and providing Community Champion to support campaign
Morrisons	Hosting knife bins at their stores in Lichfield and Burntwood
Burntwood Leisure Centre	Knife bin on site and providing space for Bleed kit Training, placing staff on bleed kit training, and having a bleed kit on site
B & M	Supported campaign and supported Bleed kit training and taken Bleed kit. Accepted new Defib on building
Lichfield Cathedral	Supported campaign and supported Bleed kit training and taken Bleed kit. Also played an integral part in final procession at the departure event.
MacDonalds	Supported campaign and supported Bleed kit training and taken

	Bleed kit
The Garrick	Supported campaign and supported Bleed kit training and taken Bleed kit
Pathway Project	Supported campaign and supported Bleed kit training and taken Bleed kit
Beverley and Mark Brindley	Attended three Community Outreach Days, speaking to members of the public about their experiences. Have a successful foundation providing education and training. Mark and Beverley Brindley – The James Brindley Foundation
Kristy and Rob Freckleton	Attended the launch event, supports Streetwhyzed education and attended the knife angel site doing inputs for school groups Oliver Freckleton: Son's fatal stabbing 'destroyed' family - BBC News
Harvester	Inspirational young man who wrote raps on 'ditch the blade' campaign, performed 3 times over the course of the month.
Natalie Quiroz	Victim of knife crime who actively engages with schools and public. Campaigns against knife crime. Home Page - Natalie Q Inspire
Clive Knowles	Chairman & Founder - British Ironwork Centre Award to the British Ironwork Centre Chairman for creating the Knife Angel
Councillor Richard Cox	Award to the District Council for their support in hosting the Knife Angel and staffing for events
Ben Adams	Award to the Staffordshire Police and Crime Commissioner for providing funding for the engagement events

- 3.7 Four knife bins were installed as part of the project and to date almost 300 knives and weapons have been surrendered, including a firearm. The bins will continue to operate and be emptied by the police as a lasting legacy from the campaign at Morrisons and Tesco supermarkets and Burntwood Leisure Centre.
- 3.8 Bleed kits have been provided to key locations and venues in the district and training events were held at George Hotel and Burntwood Leisure Centre to all staff and volunteers who may be called on to use them in an emergency to save lives. A city centre defibrillator was also installed and launched as part of the campaign at B&M on Market Street. This compliments the existing defibrillators on the Barclays Bank building and Richer Sounds.
- 3.10 Visits to schools in the district to continue with the anti-violence messaging will continue and are co-ordinated and reported via the Community Safety Partnership Meetings, which take place monthly at the operational level and quarterly at the Strategic level. Shadow portfolio holders have been invited to attend these meetings in future.
- 3.11 Members have indicated their wish to review knife crime statistics before and after the Knife Angel visit. Links have been included in the data assessment and relevant web links sections of this report, however, specific data on just knife crime in Lichfield is not available (only all crime). Knife crime data is collected and reported by each policing constabulary. It is recognised that the Knife Angel events are not necessarily likely to have an immediate impact on knife carrying culture but is instead a long-term strategy to reach younger people and children to prevent them carrying knives in the future.

Alternative Options	1 To not review the effectiveness of the Knife Angel visit. This will leave the Community Safety Partnership open to criticism regarding committing resources to the event.
Consultation	1. O&S members have fed in their queries regarding the hosting of the Knife Angel
Financial Implications	1. None from the review. Funding was provided via PFCC and using existing property service budgets (to provide transport, security, lighting, and power etc to site)
Approved by Section 151 Officer	Yes
Legal Implications	1. None from the review
Approved by Monitoring Officer	Yes
Contribution to the Delivery of the Strategic Plan	1. The Community Safety Partnership Annual Action Plan is a statutory requirement that reflects the District Council's Strategic Plan 2020 to 2024 and will be a key feature to support delivery of Lichfield 2050.
Equality, Diversity and Human Rights Implications	1. None, review of the Knife Angel event will not impact individual rights but should raise awareness of the impact and consequences of violent crime.
EIA logged by Equalities Officer	Yes Equalities Officer confirmed not required.
Crime & Safety Issues	1. The campaign was developed to positively impact on our duty to prevent crime and disorder within the district (Section 17 of the Crime and Disorder Act, 1988).
Data assessment	<ol style="list-style-type: none"> 1. Data sets for Knife Crime and ONS have been provided for member review in relevant web links below. 2. SPI data shows that Stowe has the highest incident of crime within the district with 140 incidents per 1000 population against a district average of 50. Social Progress Index Lichfield Tableau Public it does not specify violent or knife crime in the data sets. 3. It will be some years before the impact of the Knife Crime and Anti-Violence campaign can be evidenced from data due to the targeting at such young audiences.
Environmental Impact (including Climate Change and Biodiversity).	1. Frog Lane was chosen due to the accessibility by other modes of transports from across the district and wider afield.
GDPR / Privacy Impact Assessment	1. None

	Risk Description & Risk Owner	Original Score (RYG)	How We Manage It	Current Score (RYG)
A	The Knife Angel event provides no long-term benefit to the district	Yellow (material) or Green (tolerable) as determined by the Likelihood and Impact Assessment.	Base line data from before the visit and assess these measures in future data tracking.	Green (tolerable) as determined by the Likelihood and Impact Assessment.
B				

Background documents

[Community safety partnership – Our delivery plan \(lichfielddc.gov.uk\)](http://lichfielddc.gov.uk)

Relevant web links

[official 'Knife Angel on Tour' page.](#)

[Knife crime statistics - House of Commons Library \(parliament.uk\)](http://parliament.uk)

[Crime in England and Wales: Police Force Area data tables - Office for National Statistics \(ons.gov.uk\)](http://ons.gov.uk)

[Alison Cope | Anti-Violence Campaigner](#)

[Activities - SCVYS Staffordshire Council of Voluntary Youth Services \(staffscvys.org.uk\)](http://staffscvys.org.uk)

[Mark and Beverley Brindley – The James Brindley Foundation](#)

[Home Page - Natalie Q Inspire](#)

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Medium Term Financial Strategy (MTFS)

Cabinet Member for Finance and Commissioning

Date: 14 November 2023

Agenda Item: 8

Contact Officer: Anthony Thomas

Tel Number: 01543 308012

Email: Anthony.thomas@lichfielddc.gov.uk

Key Decision? YES

Local Ward Members All Wards



**Overview and
Scrutiny
Committee**

1. Executive Summary

- 1.1 The ability to deliver the outcomes set out in the **Lichfield District Council Strategic Plan**, and beyond, is dependent on the resources available in the MTFS. The new Lichfield District 2050 strategy will be approved this year and may impact further on the MTFS.
- 1.2 The MTFS was approved by Council on 28 February 2023, and this is refreshed each year to:
 - Remove the previous financial year and in this MTFS this is 2022/23
 - Formally add the new financial year and in this MTFS this is 2027/28
 - Refresh and update assumptions to reflect the latest information available.
- 1.3 The MTFS is the overall budget framework and consists of the Revenue Budget, Capital Strategy and Capital Programme, Earmarked Reserves and General Reserves.
- 1.4 There have been reports to Cabinet and Council that have updated the MTFS since its initial approval.
- 1.5 The Treasury Management Strategy Statement and Annual Investment Strategy are also important components of the MTFS. These components, under the Constitution are the responsibility of the Audit and Member Standards Committee and therefore will be considered by that Committee as part of the development of the Draft MTFS.
- 1.6 The timetable for MTFS development is summarised below:

	Date	Meeting	Topics
Budget Consultation (July to December)	04/07/2023	Cabinet	Budget timetable, Budget principles, MTFS update, Budget consultation and Budget assumptions for 2024/25
	14/09/2023	Overview and Scrutiny	To review the Draft Medium Term Financial Strategy
	10/10/2023	Cabinet	An update on the Draft Medium Term Financial Strategy
	14/11/2023	Overview and Scrutiny	To review the Draft Medium Term Financial Strategy
	05/12/2023	Cabinet	Set the Council Taxbase for 2024/25
	19/12/2023	Overview and Scrutiny	Meeting to consider Service and Financial Planning Proposals
	30/01/2024	Overview and Scrutiny	To review the Draft Medium Term Financial Strategy
	01/02/2024	Audit and Member Standards Committee	To review the Treasury Management Strategy Statement
	06/02/2024	Cabinet	To recommend the Medium Term Financial Strategy and Council Tax increase to Council
	27/02/2024	Council	Approve the Medium Term Financial Strategy, updated Local Council Tax Support Scheme and set the Council Tax

- 1.7 There remains an inherently high level of uncertainty surrounding the Local Government Finance regime, the current economic climate and its impact on the cost of living plus other potential Government Policy changes.
- 1.8 The Council has a statutory duty to undertake budget consultation, set a balanced budget and to calculate the level of Council Tax for its area.
- 1.9 The Projected Revenue Budget, Capital Programme and General Reserves are included for consideration.

2. Recommendations

- 2.1. To note the current position on the development of the MTFS and the next steps.
- 2.2. To provide views to Cabinet on the initial revenue investment (para 3.17) and capital investment (para 3.34) modelling identified in this report.
- 2.3. To provide views to Cabinet on the projected Minimum Level of General Reserves and the modelled initial approach to beginning the process of replenishing the level of Total Reserves.

3. Background

The Medium Term Financial Strategy (MTFS)

- 3.1. Council approved the MTFS (Revenue and Capital) 2022-27 on 28 February 2023 which covers the financial years 2022/23 to 2026/27 (with a further projection for 2027/28 prepared by Finance for forward planning purposes).
- 3.2. The MTFS includes:
 - **The Revenue Budget** related to the day to day delivery of the Council's services such as waste collection
 - **General and Earmarked Reserves** related to the amount of money available to balance the budget in the short term or fund short term initiatives
 - **The Capital Programme** and its financing for longer term expenditure in relation to the Council's assets, such as property.
- 3.3. The Revenue Budget and Capital Programme are connected by:
 - Any financing of the Capital Programme from the Revenue Budget
 - The repayment of borrowing and the receipt of income from investments
 - Expenditure, income, and savings resulting from capital investment.
- 3.4. The Council updates its Budget forecasts at 3, 6 and 8 month intervals.
- 3.5. To assist in understanding the level of uncertainty or risk present, in relation to the Local Government Funding Regime, we allocate each financial year a risk rating:
 - **Low** – all significant components of the Local Government Funding Regime are known and understood
 - **Medium** – all significant components of the Local Government Funding Regime are known although there is some uncertainty around how specific elements will operate
 - **High** – there is uncertainty around all significant components of the Local Government Funding Regime.

MTFS Budget Principles

- 3.6. To assist in preparing the MTFS, in common with several Councils, a set of principles were established to guide the preparation and management of the MTFS.
- 3.7. Council, on 15 October 2019, approved the budget principles identified at **APPENDIX A**.

MTFS Budget Assumptions

- 3.8. There are several key cost, income and demand drivers at a corporate level that are likely to influence the level and cost of services provided and therefore the budgets contained in the MTFS.
- 3.9. These key cost, income, and demand drivers (with significant negative changes shaded in red and significant positive changes shaded in green) initially identified for the MTFS are at **APPENDIX A**.

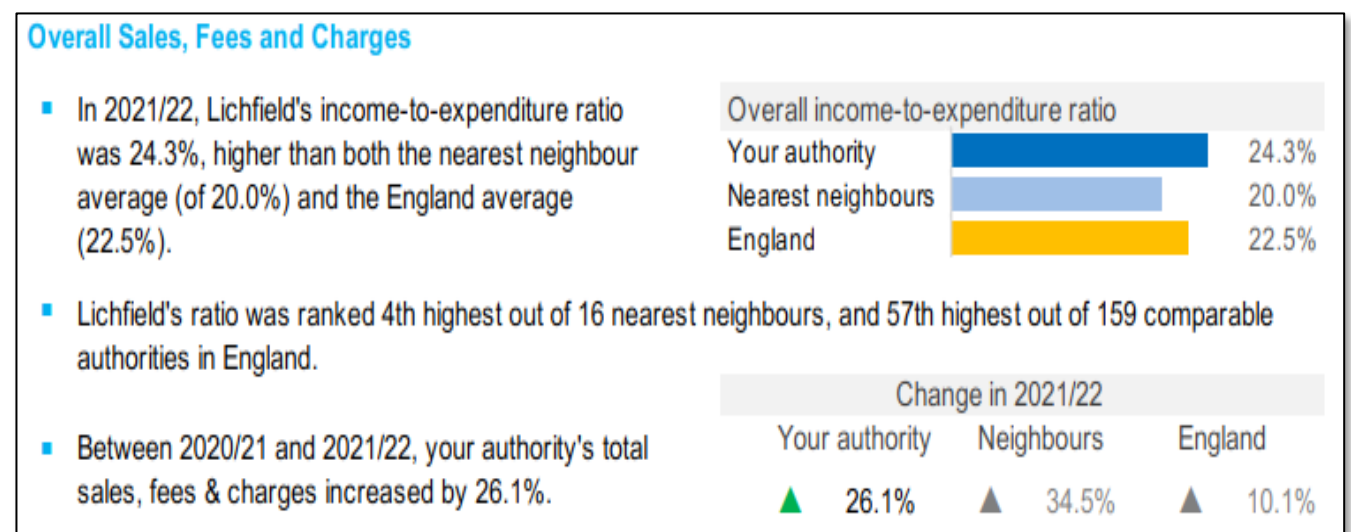
Sales, Fees and Charges

- 3.10. The Council subscribes to the LG Futures financial intelligence toolkit that provides a wide range of financial planning and benchmarking information.
- 3.11. The report to this Committee on 14 September 2023, highlighted that Sales, Fees and Charges is a key area of Local Government Finance in terms of finance quantum and therefore LG Futures produces a specific report.
- 3.12. The report is based on the latest published Government Revenue Outturn returns for 2021/22 on the level of Sales, Fees and Charges as a proportion of total service expenditure (as defined in the Government Return) and is known as the income-to-expenditure ratio.
- 3.13. The information is based on the standard service categories contained in the return and provides comparisons to Nearest Neighbours (NN) and comparable authorities in England.
- 3.14. The comparative information contained in this report is provided by service in the table below:

Service	Lichfield			NN Group	England
	Sales, fees & charges (£m)	Expenditure (£m)	Ratio	Ratio	Ratio
Highways & Transport	1.523	1.096	139.0% ●	122.6%	117.1%
Planning & Development	2.492	6.557	38.0% ●	27.6%	37.8%
Environmental & Regulatory	3.198	9.033	35.4% ●	25.2%	27.3%
Cultural & Related Services	0.685	3.893	17.6% ●	18.5%	19.1%
Housing (General Fund)	0.285	2.238	12.7% ●	15.3%	14.7%
Central Services	0.808	14.001	5.8% ●	9.3%	7.2%
Public Health	0.000	0.113	0.0% ●	4.4%	8.1%
Education (exc. schools)	0.000	0.000	NA	NA	NA
Adult Social Care	0.000	0.000	NA	NA	33.8%
Children's Social Care	0.000	0.000	NA	NA	5.6%
Other Services	0.000	0.000	NA	8.1%	56.6%
Total expenditure (exc. schools)	8.991	36.931	24.3% ●	20.0%	22.5%

Top 20% of nearest neighbours ●●●●● bottom 20% of nearest neighbours ●●●●●

- 3.15. The income-to-expenditure ratio is in line with or higher than both Nearest Neighbours and Comparable Authorities in England and is summarised below:



The Projected MTFs (Revenue Budget)

- 3.16. In terms of the revenue budget, initial projections have been made based on known budget pressures, budgetary growth, fees and charges changes and updated funding modelling (excluding Council Tax).
- 3.17. These initial projections are modelled below (savings and additional income are shown enclosed in brackets) and the Projected Revenue Budget is shown at **APPENDIX B**:

	2023/34 Approved Budget £000	2024/25 Budget £000	2025/26 Budget £000	2026/27 Budget £000	2027/28 Projection £000
Approved Budget Funding Gap	476	0	1,616	1,903	1,770

Updated Expenditure Projections	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000
Increase pay award from 2% to 4% in 2024/25		250	264	281	297
Cost of Living - a budget in 2025/26			50		
Contingency/Growth Budget - a budget in 2025/26			250		
Transfer funding to earmarked reserve for capital funding in 2027/28 to negate additional borrowing		612			
Car Parking Fees - projected income above budget		(150)	(150)	(150)	(150)
Car Parking Fees - investment/contingency		150	150	150	150
Planning Fees - local changes	(258)	(199)	(199)	(199)	(50)
Planning Fees - additional investment	258	199	199	199	50
Planning Fees - national changes (net change in Planning Income based on OBR economic forecasts)		(107)	(161)	(317)	(426)
Sub Total	0	755	403	(36)	(129)

Updated Funding Projections	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000
Retained Business Rates Baseline Funding	0	163	47	49	51
Retained Business Rates Growth Allowance	0	(213)	112	(203)	(207)
Business Rates Cap Grant	2	102	0	0	0
Rolled in Grants	0	2	(173)	(162)	(146)
Services Grant	(4)	(4)	0	0	0
Funding Guarantee Grant	3	(57)	0	0	0
Transitional Funding	0	0	(1,050)	(53)	491
New Homes Bonus	(1)	(274)	0	0	0
Collection Fund (Surplus)/Deficit	0	(474)	0	0	0
Council Tax Income	0	0	0	0	0
Sub Total - Funding Reform in 25/26	0	(755)	(1,064)	(369)	189
Sub Total - Funding Reform in 26/27	0	(755)	(3,409)	(369)	189

Projected Funding Gap - Funding Reform in 25/26	476	0	955	1,498	1,830
Projected Funding Gap - Funding Reform in 26/27	476	0	(1,390)	1,498	1,830

- 3.18. There may however be further revenue investment priorities identified through budgetary control, service and financial planning, Members and other channels as the MTFs develops which will necessitate updates to the modelling.
- 3.19. In terms of the cinema for Lichfield District and the land exchange, it is important to reiterate the Approved MTFs is based on a budget neutral (no surplus or deficit is included) position. The MTFs will be updated when more informed financial projections are provided through the Business Plan.
- 3.20. The initial items contained in these modelled projections are explained in greater detail in the following paragraphs.

Expenditure and Fees and Charges Projections

- 3.21. The expenditure budgets are currently modelled based on:
- **The Pay Award for 2024/25** – the Approved Budget assumes a pay award of **2%** however in the current higher inflation environment an increase in this assumption to **4%** is modelled.
 - **Cost of Living Budget** – there is an Approved Budget of **£50,000** in 2023/24 and 2024/25. In the current economic climate, a budget of **£50,000** is provisionally included in 2025/26 subject to further information on Finance Reform.
 - **Contingency / Growth Budget** - there is an Approved Budget of **£100,000** in 2023/24 and 2024/25 to address unforeseen in year pressures and capacity issues. A budget of **£250,000** is provisionally included in 2025/26 subject to further information on Finance Reform.
 - **Transfer Business Rates Growth to an Earmarked Reserve** – the projected Capital Programme projects a shortfall in funding for Business-as-Usual capital investment of **£612,000** in 2027/28. In the event funding is not identified, this would result in an increase in borrowing need and therefore additional revenue costs. It is modelled that projected additional Business Rate growth in 2024/25 following the revaluation on 1 April 2023 is transferred to an earmarked reserve to fund this expenditure and negate the need for additional borrowing.
- 3.22. As detailed in the report to this Committee on 14 September 2023 fees and charges budgets related to the garden waste service, car parking and planning applications will be impacted by local and national updates.

Funding Projections

- 3.23. The MTFS assumes, based on Government Policy, that Finance reform is to be implemented in 2025/26. It also assumes based on expert advice, District Councils generally and specifically Councils such as Lichfield DC will be detrimentally impacted by these changes through lower funding.
- 3.24. There is a high degree of uncertainty that Finance reform will be implemented in the first year following a general election of 2025/26 and it is possible that any reform will be delayed to 2026/27 or beyond.
- 3.25. Therefore, two scenarios have currently been prepared with updated funding projections (excluding any changes in the Council Taxbase or Council Tax Level) using the latest available information, expert advice, and external funding models:
- **Finance Reform is implemented in 2025/26** – this is projected to provide additional funding in 2025/26 of **(£1,064,000)** and the projected funding gap would be **£955,000**.
 - **Finance Reform is implemented in 2026/27** – this is projected to provide additional funding in 2025/26 of **(£3,409,000)** and the projected funding surplus would be **(£1,390,000)**.
- 3.26. These projections will be refined as further information is provided by the Government in the provisional Finance Settlement for 2024/25 in December 2023/January 2024 and using the latest information available for areas such as housing growth and Business Rates income.
- 3.27. In addition, as in previous years, three funding scenarios will be developed using different assumptions – a central scenario, a more optimistic scenario and a more pessimistic scenario.
- 3.28. These scenarios will provide further information on the range of possible outcomes from the use of different assumptions such as Council Tax increases, housing and business rates growth and the impact of Finance reform including any potential transitional arrangements.
- 3.29. To meet the Government set deadline, the Cabinet Member has approved that the Council remain part of the Staffordshire and Stoke on Trent Business Rate Pool for 2024/25.
- 3.30. The benefit of remaining part of the Business Rate Pool is the ability to retain more Business Rate growth. This financial benefit in 2024/25 is estimated to be **(£584,000)** and has been included in the modelled MTFS.

The Projected MTFFS (Capital Programme)

- 3.31. The Capital Strategy approved by Council on 28 February 2023 included a risk assessment by the Chief Finance Officer.
- 3.32. The risk was assessed as Tolerable (Green) following the inclusion of additional funding for a new Leisure Centre in Lichfield City, the Cinema Development and enabling works for the Birmingham Road Site.
- 3.33. There are however Business-as-Usual capital investment requirements such as ICT, Vehicles and Property Planned Maintenance that will require funding to be identified.
- 3.34. At this stage, the projected level of investment included in the longer-term capital investment model approved by Council on 28 February 2023 of **£1,701,000** has been utilised for 2027/28 in the draft Capital Programme:

Details	Source	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000
IT Hardware	25 year model					175
Property Maintenance	25 year model					230
Bin Purchases	25 year model					150
Vehicles	25 year model					207
Disabled Facilities Grants	25 year model					914
Home Repair Assistance	25 year model					25
Decent Homes Standard	Update	(25)				
Projected Capital Spend		(25)	0	0	0	1,701
External Funding		25				(939)
Existing Revenue Budgets						(150)
Council Funding (see above)						(612)
Total Funding		25	0	0	0	(1,701)
Shortfall in Funding & Borrowing Need		0	0	0	0	0

- 3.35. There may however be further capital investment needs identified through budgetary control, service and financial planning, Members and other channels as the MTFFS develops which will necessitate updates to the modelling.
- 3.36. At present, no capital receipts are included in the MTFFS for any potential disposal of assets that form part of the Birmingham Road Site that could be used to fund new or existing capital expenditure.
- 3.37. Any capital investment that cannot be funded by capital receipts, revenue, grants, contributions, or reserves will result in a borrowing need. Any borrowing need will be financed through borrowing, and this will result in additional capital financing costs together with any costs of operation being incurred in the revenue budget.
- 3.38. The Projected Capital Programme including 2027/28 is shown at **APPENDIX C** and below:

Strategic Priority	Projected Capital Programme					
	2023/24		2024/25	2025/26	2026/27	2027/28
	Original Budget £000	Approved Budget £000	Budget £000	Budget £000	Budget £000	Projection £000
LEVEL OF UNCERTAINTY / RISK	MEDIUM	MEDIUM	MEDIUM	HIGH	HIGH	HIGH
Enabling People	9,222	10,237	6,762	939	959	939
Shaping Place	819	1,029	397	6,367	150	357
Developing Prosperity	4,931	8,038	2,332	0	10	0
Good Council	448	549	111	365	405	405
Capital Expenditure	15,420	19,853	9,602	7,671	1,524	1,701
Capital Funding	13,087	17,278	7,177	7,671	1,524	1,701
Borrowing Need	2,333	2,575	2,425	0	0	0
General Capital Receipts	(481)	(199)	(156)	(186)	0	(2)
Housing Capital Receipts	(663)	(821)	(821)	(821)	(821)	(821)
Total Capital Receipts	(1,144)	(1,020)	(977)	(1,007)	(821)	(823)

The MTFS (General Reserves and Total Reserves)

Projected General Reserves

3.39. The Council has total general reserves available based on the Approved Budget, to manage the impact of Local Government Finance Reform and other risks such as the inflationary economic environment:

	2023/24		2024/25	2025/26	2026/27	2027/28
	Original Budget £000	Approved Budget £000	Budget £000	Budget £000	Budget £000	Projection £000
LEVEL OF UNCERTAINTY / RISK	MEDIUM	MEDIUM	MEDIUM	HIGH	HIGH	HIGH
Available General Reserves Year Start	4,175 ¹	4,085	3,609	3,609	1,993	90
(Funding Gap)	0	(476)	0	(1,616)	(1,903)	(1,770)
Available General Reserves Year End	4,175	3,609	3,609	1,993	90	(1,680)
Minimum Level	1,900	1,900	1,900	1,900	1,900	1,900
Total Approved General Reserves	6,075	5,509	5,509	3,893	1,990	220

Projected Finance Reform in 2025/26	6,075	5,509	5,509	4,554	3,056	1,226
Projected Finance Reform in 2026/27	6,075	5,509	5,509	6,899	5,401	3,571

3.40. The level of uncertainty together with the level of total general reserves available, mean that the Council will be able to implement a sustainable approach to balancing the budget. The approach can be adapted as more information on Finance Reform and its impact becomes available, including transitional funding.

3.41. There is an aim to replenish the level of reserves from 2024/25 following their use for place shaping investment to improve financial resilience. The approach to achieving this aim will need to be developed as the MTFS is updated.

The Management of Financial Risk

3.42. Financial risk is considered as part of the risk assessment in the MTFS to establish the Minimum Level of General Reserves.

3.43. At present, the Minimum Level of General Reserves is approved at **£1,900,000**. However, this level needs to be kept under review based on the current operating environment and the risks it presents to the Council's budgets.

3.44. A review of the risk environment (unmitigated risk), the mitigation provided through earmarked reserves and budget contingency and the residual risk projected to be mitigated through the Minimum Level of General Reserves is shown below:

Activity Area	Current Risk Score	Unmitigated Risk	Earmarked Reserves & Contingency	2023/24 Minimum Level of General Reserves	2022/23 Minimum Level of General Reserves	Change
		£	£	£	£	£
Capital Strategy	Yellow - material	£2,027,000	£2,012,000	£15,000	£25,000	(£10,000)
Business Rates	Red- severe	£1,529,000	£1,529,000	£0	£0	£0
Partnerships and Outsourcing	Yellow - material	£0	£0	£0	£386,000	(£386,000)
High Risk Streams of Income	Yellow - material	£1,488,000	£0	£1,488,000	£693,000	£795,000
Volatile and High Risk Expenditure	Yellow - material	£446,340	£446,340	£0	£0	£0
Investments and Pensions	Yellow - material	£1,593,650	£1,593,650	£0	£0	£0
Inflation Assumptions	Yellow - material	£366,080	£366,080	£0	£225,000	(£225,000)
Demand Led Services	Yellow - material	£120,170	£30,170	£90,000	£90,000	£0
Collection of Income Performance	Yellow - material	£230,000	£0	£230,000	£361,000	(£131,000)
Civil Contingency	Yellow - material	£127,000	£0	£127,000	£127,000	£0
Other	Yellow - material	£50,000	£0	£50,000	(£7,000)	£57,000
Total		£7,977,240	£5,977,240	£2,000,000	£1,900,000	£100,000

¹ Original Budget excludes budget performance in 2022/23 of (£91k).

- 3.45. This current risk assessment projects an increase in the Minimum Level of General Reserves to **£2,000,000**.
- 3.46. An explanation of the risks and the reasons for the projected changes are detailed below:
- **Capital Strategy** – this includes risks related to capital receipt income and potential cost increases for the new leisure centre and the cinema development. The risk of cost increases is mitigated through the inclusion in the project budgets of contingency of **£2,012,000** with the residual risk of **£15,000** related to non-achievement of the capital receipt budget.
 - **Business Rates** – the risk relates to business rate growth more than the Government set Safety Net level projected to be **£2,031,000** in 2024/25. The level of business rate growth above this level is projected to be **£1,529,000** and the risk is mitigated through the Business Rates Volatility Earmarked Reserve.
 - **Partnerships and Outsourcing** – this risk previously related to the management of leisure centres by Freedom Leisure. This risk has been removed with the insourcing arrangement with LWMTS.
 - **High Risk Income Streams** – this risk includes income from car parking, leisure centres, planning applications, garden waste subscriptions and recycling income. There has been an increase to reflect the retention of leisure centre income by the Council.
 - **Volatile and High Risk Expenditure** – this risk includes planning appeals, elections and insurance claims and is all mitigated through specific earmarked reserves.
 - **Investments and Pensions** – this risk is related to the potential reduction in value of pooled investments and leisure centre pension contributions. The Government has indicated that a statutory override related to fluctuations in the value of pooled investments will not be extended beyond 31 March 2025. Therefore, an earmarked reserve has been established to manage a reduction in value of up to **10%** (based on reductions in value over the last five years for the Council's pooled investments).
 - **Inflation Assumptions** – this risk is related to higher inflation than projected in the MTFS. In the current MTFS, we included significant increases in budgets totaling **£366,080** (excluding pay) in 2024/25 to reflect the higher inflationary environment. Therefore, further mitigation from the Minimum Level of General Reserves is unlikely to be required.
 - **Demand Led Services** – this risk is related to housing options and homelessness which is partly mitigated by an earmarked reserve.
 - **Collection of Income Performance** – this risk relates to a deterioration in Council Tax, Business Rates and Sundry Debt collection performance. The performance in 2023/24 together with the implementation of the new Local Council Tax Support scheme has reduced the level of risk in this area.
 - **Civil Contingency** – this risk relates to the additional spend the Council may incur as a category one responder more than the Government Set support level.
 - **Other** – this will include a variety of smaller risks.
- 3.47. This risk assessment will continue to be kept under review as the MTFS is developed.

Replenishing the Level of Reserves

3.48. The MTFs report to this Committee on 14 September 2023 provided Total Reserve projections based on the Approved Budget. These projections indicated a significant reduction in Total Reserves from **£28,095,000** in 2022/23 to **£19,667,000** in 2023/24 and **£9,580,000** in 2027/28.

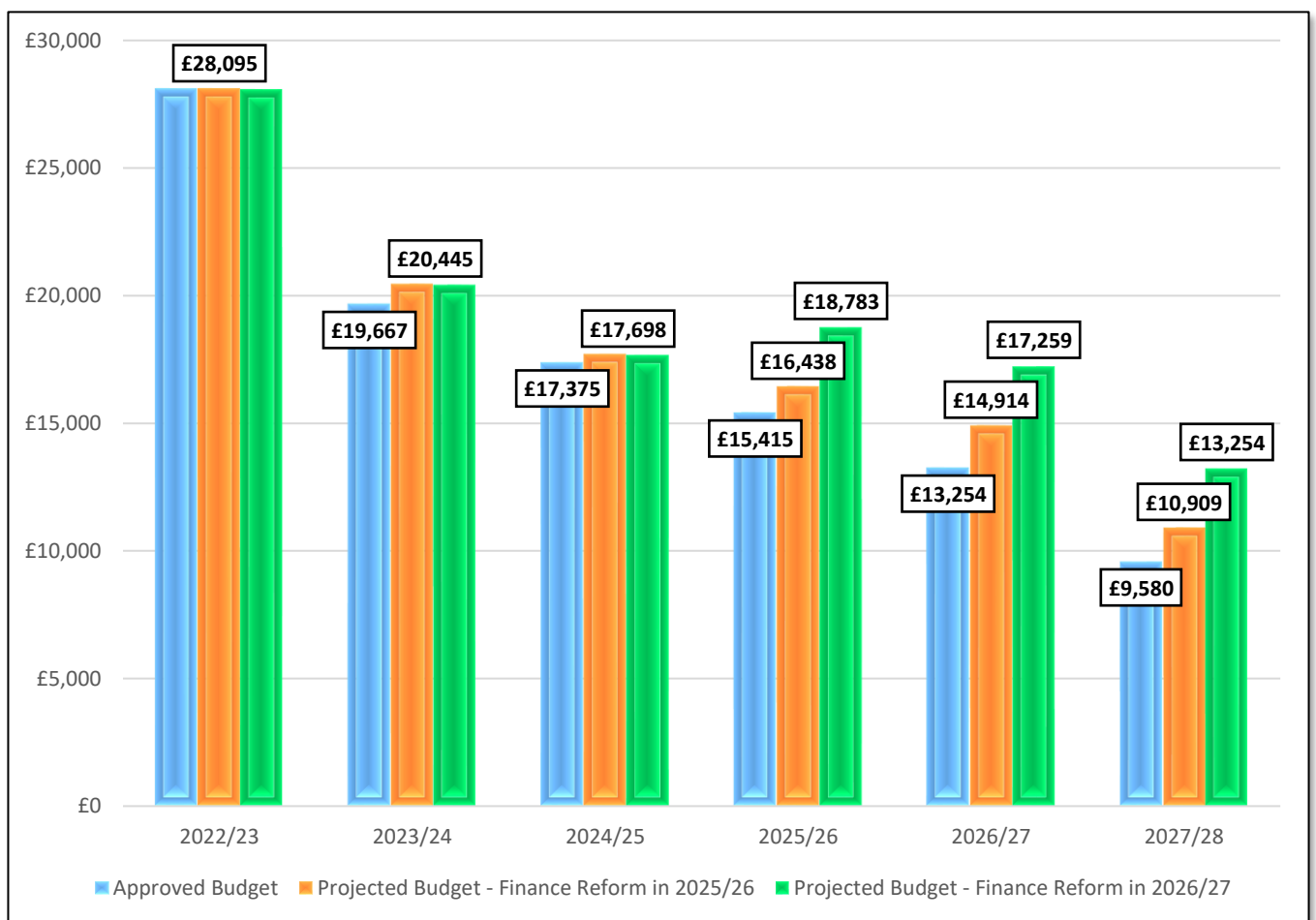
3.49. This projected reduction in Total Reserves was due to the use of earmarked reserves for place shaping investment and an assumption that General Reserves would be used in the short term to balance the budget from 2025/26.

3.50. However, there is an aim to replenish the level of Total Reserves to be nearer to previous levels from 2024/25 onwards.

3.51. There are several planned or modelled actions aimed at achieving this aim and these are explained below:

- **The Business Rates Volatility Earmarked Reserve** – it is modelled that additional Business Rates Growth income in 2023/24 and 2024/25 will be used to increase the reserve to **£1,656,960**.
- **Strategic Investments Volatility Earmarked Reserve** – it is modelled that additional investment income in 2023/24 will be partly used to increase the reserve to **£1,400,000**.
- **General Reserves** – it is modelled that any ‘windfall’ income from delays in the implementation of finance reform is used to increase the level of General Reserves.

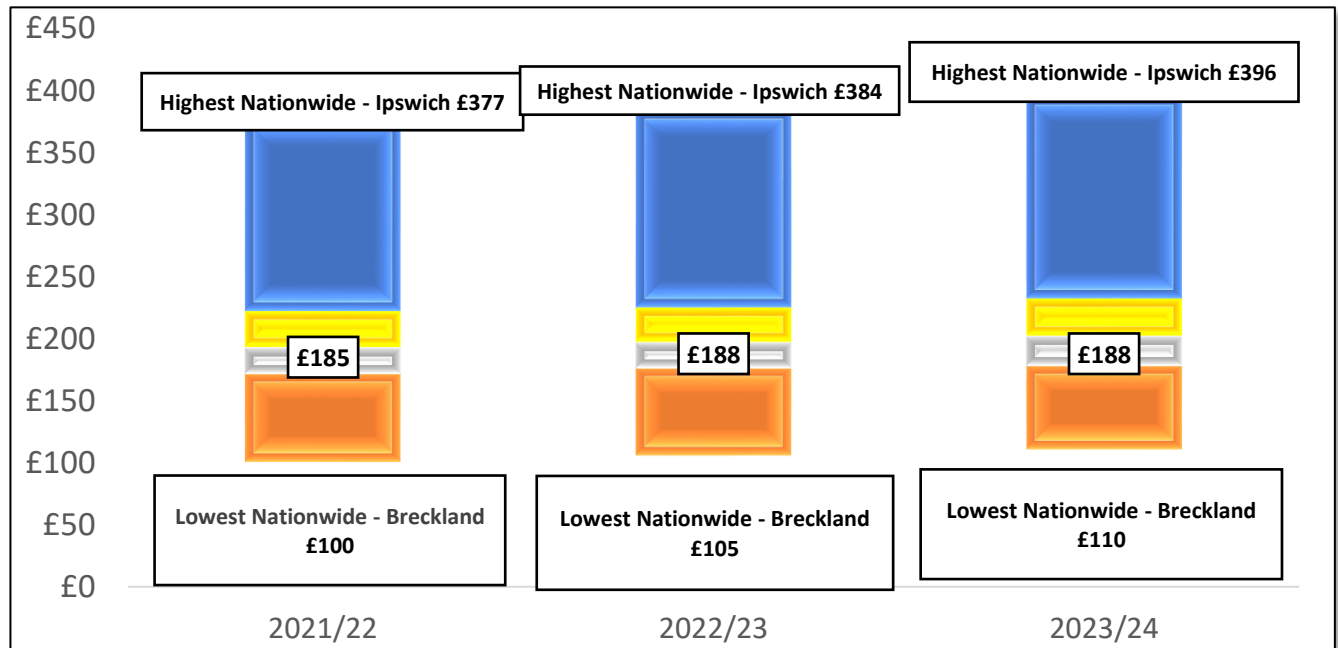
3.52. The projected level of Total Reserves based on the modelled actions detailed above is shown below:



3.53. These projections will continue to be refined as the MTFs is developed.

The MTFs (Council Tax)

3.54. The Council's Band D Council Tax compared to all District Councils over the last three years is:



3.55. The Approved MTFs modelled that Council Tax would increase annually by **1.99%**.

3.56. There are, however, alternative approaches available and a selection of options have been identified for consideration (projections are now based on the modelled Council Taxbase and additional income is enclosed by brackets):

	2024/25 Budget £000	2025/26 Budget £000	2026/27 Budget £000	2027/28 Budget £000	Total £000
Budgeted Council Tax Income @ 1.99% per annum	(£7,858)	(£8,124)	(£8,416)	(£8,682)	(£33,079)

2.99% increase in all years	£193.47	£199.25	£205.21	£211.34	
Modelled Council Tax Income	(£7,955)	(£8,282)	(£8,652)	(£9,029)	(£33,918)
(Higher) / Lower Modelled Council Tax Income	(£97)	(£159)	(£236)	(£348)	(£839)

£5 increase in all years	£192.85	£197.85	£202.85	£207.85	
Modelled Council Tax Income	(£7,910)	(£8,226)	(£8,567)	(£8,879)	(£33,582)
(Higher) / Lower Modelled Council Tax Income	(£52)	(£103)	(£151)	(£197)	(£504)

1.5% increase in 2024/25 and 2025/26 and then £5	£190.67	£193.53	£198.53	£203.53	
Modelled Council Tax Income	(£7,839)	(£8,044)	(£8,370)	(£8,695)	(£32,949)
(Higher) / Lower Modelled Council Tax Income	£18	£79	£45	(£14)	£129

1.5% increase in 2024/25 and 2025/26 and then 1.99%	£190.67	£193.53	£197.38	£201.31	
Modelled Council Tax Income	(£7,839)	(£8,044)	(£8,322)	(£8,600)	(£32,806)
(Higher) / Lower Modelled Council Tax Income	£18	£79	£94	£81	£273

1.0% increase in all years	£189.73	£191.63	£193.54	£195.48	
Modelled Council Tax Income	(£7,782)	(£7,968)	(£8,174)	(£8,350)	(£32,274)
(Higher) / Lower Modelled Council Tax Income	£76	£156	£242	£331	£805

Freeze in all years	£187.85	£187.85	£187.85	£187.85	
Modelled Council Tax Income	(£7,724)	(£7,808)	(£7,920)	(£8,025)	(£31,477)
(Higher) / Lower Modelled Council Tax Income	£134	£315	£496	£656	£1,601

3.57. The modelled Council Taxbase will be approved by Cabinet on 5 December 2023.

3.58. In determining the level of Council Tax increase for 2024/25 and beyond, Cabinet and Council will need to take into consideration the following key factors:

- The relevant budget principles approved by Council
- The projected funding gap from 2025/26 onwards, the significant level of uncertainty related to Local Government Finance Reform and the legal requirement to set a balanced budget (considering the level of general reserves)
- The Council’s Band D Council Tax and comparisons to other similar authorities
- The assumptions the Government utilises to calculate Core Spending Power in the Finance Settlement and Council Tax Referendum Principles for 2024/25

Alternative Options	In the main, the options are focused on the level of resource allocated to Strategic Priorities, the strategy to be utilised to achieve a balanced budget and the level of Council Tax increase. These options are considered in the Report.
Consultation	The budget consultation project will commence in September 2023 running through to December 2023.
Financial Implications	These are included in the background section of the report.
Approved by Section 151 Officer	Yes
Legal Implications	No specific legal implications. The recommended changes to the Medium Term Financial Strategy not part of the approved Budget Framework will be required the approval of Full Council.
Approved by Monitoring Officer	Yes
Contribution to the Delivery of the Strategic Plan	The report directly links to overall performance and especially the delivery of the Strategic Plan.
Equality, Diversity and Human Rights Implications	These areas are addressed as part of the specific areas of activity prior to being included in the Strategic Plan.
Crime & Safety Issues	These areas are addressed as part of the specific areas of activity prior to being included in the Strategic Plan.
Data assessment	The ability to deliver the outcomes set out in the Lichfield District Council Strategic Plan , and beyond, is dependent on the resources available in the MTFs. The MTFs identifies the level of resources available and spend necessary to deliver the outcomes across the entire District. However, the application of relevant data and the Social Progress Index can be considered for new budget pressures, savings and income proposals as they are developed.
Environmental Impact (including Climate Change and Biodiversity).	These areas are addressed as part of the specific areas of activity prior to being included in the Strategic Plan.

**GDPR/Privacy
Impact Assessment**

There are no specific implications related to the Medium Term Financial Strategy.

	Risk Description & Risk Owner	Original Score (RYG)	How We Manage It	Current Score (RYG)
Strategic Risk SR1 - Non achievement of the Council's key priorities contained in the Strategic Plan due to the availability of Finance				
A	Council Tax is not set by the Statutory Date of 11 March 2024	Likelihood: Green Impact: Red Severity of Risk: Yellow	Full Council set with reference to when major preceptors and Parishes have approved their Council Tax Requirements.	Likelihood: Green Impact: Red Severity of Risk: Yellow
B	Implementation of the Check, Challenge and Appeal Business Rates Appeals and more frequent revaluations	Likelihood: Yellow Impact: Red Severity of Risk: Red	To closely monitor the level of appeals. An allowance for appeals has been included in the Business Rate Estimates.	Likelihood: Green Impact: Green Severity of Risk: Green
C	The review of the New Homes Bonus regime	Likelihood: Red Impact: Red Severity of Risk: Red	The Council responded to the consultation. In the MTFs, no income is assumed beyond 2024/25.	Likelihood: Red Impact: Yellow Severity of Risk: Yellow
D	The increased Localisation of Business Rates, Business Rate Reset and the Review of Needs and Resources	Likelihood: Red Impact: Red Severity of Risk: Red	To assess the implications of proposed changes and respond to consultations to attempt to influence the policy direction in the Council's favour.	Likelihood: Red Impact: Red Severity of Risk: Red
E	The affordability and risk associated with the Capital Strategy	Likelihood: Yellow Impact: Red Severity of Risk: Red	A property team has been recruited via the Company to provide professional expertise and advice in relation to property and to continue to take a prudent approach to budgeting.	Likelihood: Yellow Impact: Yellow Severity of Risk: Yellow
F	Sustained higher levels of inflation in the economy	Likelihood: Yellow Impact: Yellow Severity of Risk: Yellow	To maintain a watching brief on economic forecasts, ensure estimates reflect latest economic projections and where possible ensure income increases are maximised to mitigate any additional cost.	Likelihood: Yellow Impact: Yellow Severity of Risk: Yellow
Strategic Risk SR3: Capacity and capability to deliver / adapt the new strategic plan to the emerging landscape				
G	The Council cannot achieve its approved Delivery Plan	Likelihood: Yellow Impact: Red Severity of Risk: Red	There will need to be consideration of additional resourcing and/or reprioritisation.	Likelihood: Yellow Impact: Yellow Severity of Risk: Yellow
H	The resources available in the medium to longer term to deliver the Strategic Plan are diminished	Likelihood: Yellow Impact: Red Severity of Risk: Red	The MTFs will be updated through the normal review and approval process.	Likelihood: Yellow Impact: Yellow Severity of Risk: Yellow
I	Government and Regulatory Bodies introduce significant changes to the operating environment	Likelihood: Red Impact: Red Severity of Risk: Red	To review all proposed policy changes and respond to all consultations to influence outcomes in the Council's favour.	Likelihood: Yellow Impact: Yellow Severity of Risk: Yellow

Background documents

- Medium Term Financial Strategy (Revenue and Capital) 2023-27 and the addendum – Cabinet 14 February 2023
- Insourcing Leisure Provision – Cabinet 14 February 2023
- New Leisure Facility at Stychbrook Park – Cabinet 14 February 2023
- Community Infrastructure Levy (CIL) Allocation – Cabinet 14 February 2023
- Medium Term Financial Strategy (Revenue and Capital) 2023-27 – Council 28 February 2023
- Money Matters: 2022/23 Review of Financial Performance against the Financial Strategy – Cabinet 27 June 2023
- Medium Term Financial Strategy – Cabinet 27 June 2023
- Money Matters: Financial Monitoring in 2023/24 – Cabinet 5 September 2023
- Medium Term Financial Strategy – Cabinet 10 October 2023

Relevant web links

MTFS Budget Principals

- Council will consider the medium-term outlook when setting the level of Council Tax to ensure that a sustainable budget position is maintained
- Council will prioritise funding for statutory and regulatory responsibilities to ensure these are delivered in a way that meets our legal requirements and customer needs
- Council will continue to seek continuous improvement to enable further savings, efficiencies and income gains and provide budgets that are appropriate to service needs
- Council will ensure that all growth in the staffing establishment will be fully understood through robust business cases in order to ensure our resources match service and customer needs. Growth will usually be allowed where costs are offset by external funding, savings or additional income
- Council will not add to other ongoing revenue budgets unless these are unavoidable costs or corresponding savings are identified elsewhere
- Council will use robust business cases to prioritise capital funding so that we have a sustainable Capital Programme that meets statutory responsibilities, benefits the Council's overall revenue budget position, and ensures that existing assets are properly maintained
- Council will maintain an overall level of revenue reserves that are appropriate for the overall level of risks that the organisation faces, in order to overcome any foreseeable financial impact.

MTFS Budget Assumptions

Key Cost and Income Drivers						
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
Full Time Equivalents	328	308	308	308	308	308
Pay Award	4.00%	4.00%	4.00%	2.00%	2.00%	2.00%
Employers National Insurance	8.87%	9.36%	9.46%	9.57%	9.66%	9.75%
Employers Pension (%)	16.20%	22.00%	22.00%	22.00%	22.00%	22.00%
Employers Pension (Past Service)	£1,206,520	£697,040	£716,670	£736,290	£1,131,270	£1,181,270
Employers Pension (Other)	£109,260	£108,260	£111,540	£114,920	£118,400	£121,880
Non-Contractual Inflation (CPI) (OBR)	9.90%	4.10%	0.60%	0.00%	0.80%	1.70%
Non-Contractual Inflation (RPI) (OBR)	12.70%	6.40%	1.20%	1.00%	2.10%	2.90%
Applicable Fees and Charges (minimum)	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Council Tax Increase (actual/modelled)	1.50%	0.00%	1.99%	1.99%	1.99%	1.99%
Base Rate	2.34%	4.63%	3.39%	3.00%	3.00%	3.00%
Investment Return	2.55%	4.21%	3.81%	3.50%	3.50%	3.50%
Key Demand Drivers						
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
Population Projections	105,709	106,073	106,432	106,749	107,070	107,398
Residential Properties	47,939	48,488	49,183	49,918	50,420	50,922
Business Properties	3,040	3,041	3,041	3,041	3,041	3,041
Number of visitors to the district	2,200,000	2,500,000	2,600,000	2,700,000	2,800,000	2,900,000

	% Increase
Population Projections	1.60%
Residential Properties	6.22%
Business Properties	0.03%
Number of visitors to the district	31.82%

The current inflation projections being using to develop the MTFS at a more granular level are:

	2023/24	2024/25	2025/26	2026/27	2027/28
Salaries & Wages	4.00%	4.00%	2.00%	2.00%	2.00%
Electricity	20.00%	10.00%	10.00%	10.00%	10.00%
Gas	9.00%	10.00%	10.00%	10.00%	10.00%
Water	3.00%	3.00%	3.00%	3.00%	3.00%
Fuel	9.40%	5.00%	5.00%	5.00%	5.00%
ICT Licenses	10.00%	10.00%	10.00%	10.00%	10.00%
Telephone & Mobiles	3.00%	3.00%	3.00%	3.00%	3.00%
Business Rates	3.74%	6.00%	2.00%	2.00%	2.00%
Postage	3.00%	3.00%	3.00%	3.00%	3.00%
Insurances	5.00%	5.00%	5.00%	5.00%	5.00%
Investment Income	4.21%	3.81%	3.50%	3.50%	3.50%

The Projected Revenue Budget – Finance Reform implemented in 2025/26

	2023/24 Original Budget 2023/24 £000	2023/34 Approved Budget 2023/34 £000	2024/25 Budget £000	2025/26 Budget £000	2026/27 Budget £000	2027/28 Budget £000
LEVEL OF UNCERTAINTY / RISK	MEDIUM	MEDIUM	MEDIUM	HIGH	HIGH	HIGH
Enabling people	1,480	1,860	2,000	1,976	1,815	1,825
Shaping place	4,004	4,533	4,444	4,571	4,666	4,840
Developing prosperity	(721)	(627)	(1,291)	(1,136)	(1,267)	(1,349)
A good council ²	9,632	9,290	9,202	7,629	7,901	8,112
Net Cost of Services	14,395	15,056	14,355	13,040	13,115	13,428
Corporate expenditure	(580)	(765)	(232)	(269)	(150)	(425)
Net Operating Cost	13,815	14,291	14,123	12,771	12,965	13,003
Retained Business Rates Baseline Funding	(2,196)	(2,459)	(2,196)	(2,240)	(2,284)	(2,328)
Retained Business Rates Growth Allowance	(1,268)	(1,005)	(1,345)	112	(203)	(207)
Business Rates Cap	(680)	(678)	(569)	0	0	0
Revenue Support Grant	(106)	(106)	(112)	233	272	316
Services Grant	(82)	(86)	(86)	0	0	0
Funding Guarantee Grant	(561)	(558)	(639)	0	0	0
Transitional Funding	0	0	0	(1,797)	(835)	(273)
New Homes Bonus	(992)	(993)	(844)	0	0	0
Collection Fund (Surplus)/Deficit	(316)	(316)	(474)	0	0	0
Council Tax	(7,614)	(7,614)	(7,858)	(8,124)	(8,416)	(8,682)
Total Funding	(13,815)	(13,815)	(14,123)	(11,816)	(11,466)	(11,174)
Projected Funding Gap	0	476	0	955	1,498	1,830

Reconciliation of the Original Budget Funding Gap to the Projected Funding Gap

	Cabinet or Decision Date	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000
Original Budget Council 14/02/2023		0	0	1,616	1,903	1,770
Budget Monitoring in 2023/24						
Money Matters	05/09/2023	476	0	0	0	0
Approved Budget Funding Gap		476	0	1,616	1,903	1,770
Budget Projections						
Updated Expenditure Projections	10/10/2023	0	755	403	(36)	(129)
Updated Funding Projections	10/10/2023	0	(755)	(1,064)	(369)	189
Projected Budget (Finance Reform 2025/26)		476	0	955	1,498	1,830

² Includes the impact of the pay award for 2024/25 which will ultimately be distributed to other priorities.

The Projected Revenue Budget – Finance Reform implemented in 2026/27

	2023/24 Original Budget 2023/24 £000	2023/34 Approved Budget 2023/34 £000	2024/25 Budget £000	2025/26 Budget £000	2026/27 Budget £000	2027/28 Budget £000
LEVEL OF UNCERTAINTY / RISK	MEDIUM	MEDIUM	MEDIUM	HIGH	HIGH	HIGH
Enabling people	1,480	1,860	2,000	1,976	1,815	1,825
Shaping place	4,004	4,533	4,444	4,571	4,666	4,840
Developing prosperity	(721)	(627)	(1,291)	(1,136)	(1,267)	(1,349)
A good council ³	9,632	9,290	9,202	7,629	7,901	8,112
Net Cost of Services	14,395	15,056	14,355	13,040	13,115	13,428
Corporate expenditure	(580)	(765)	(232)	(269)	(150)	(425)
Net Operating Cost	13,815	14,291	14,123	12,771	12,965	13,003
Retained Business Rates Baseline Funding	(2,196)	(2,459)	(2,196)	(2,240)	(2,284)	(2,328)
Retained Business Rates Growth Allowance	(1,268)	(1,005)	(1,345)	(1,546)	(203)	(207)
Business Rates Cap	(680)	(678)	(569)	(620)	0	0
Revenue Support Grant	(106)	(106)	(112)	(108)	272	316
Services Grant	(82)	(86)	(86)	(86)	0	0
Funding Guarantee Grant	(561)	(558)	(639)	(1,437)	0	0
Transitional Funding	0	0	0	0	(835)	(273)
New Homes Bonus	(992)	(993)	(844)	0	0	0
Collection Fund (Surplus)/Deficit	(316)	(316)	(474)	0	0	0
Council Tax	(7,614)	(7,614)	(7,858)	(8,124)	(8,416)	(8,682)
Total Funding	(13,815)	(13,815)	(14,123)	(14,161)	(11,466)	(11,174)
Projected Funding Gap	0	476	0	(1,390)	1,498	1,830

Reconciliation of the Original Budget Funding Gap to the Projected Funding Gap

	Cabinet or Decision Date	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000
Original Budget Council 14/02/2023		0	0	1,616	1,903	1,770
Budget Monitoring in 2023/24						
Money Matters	05/09/2023	476	0	0	0	0
Approved Budget Funding Gap		476	0	1,616	1,903	1,770
Budget Projections						
Updated Expenditure Projections	10/10/2023	0	755	403	(36)	(129)
Updated Funding Projections	10/10/2023	0	(755)	(3,409)	(369)	189
Projected Budget (Finance Reform 2025/26)		476	0	(1,390)	1,498	1,830

³ Includes the impact of the pay award for 2024/25 which will ultimately be distributed to other priorities.

The Projected Capital Programme

Project	Projected Capital Programme (R=>500k, A=250k to 500k and G=<250k)						Total £000	Corporate
	2023/24 Budget £000	2024/25 Budget £000	2025/26 Budget £000	2026/27 Budget £000	2027/28 Budget £000			
New Build Parish Office/Community Hub	92	0	0	0	0	92	0	
Burntwood Leisure Centre Sinking Fund Projects	144	0	0	0	0	144	59	
Friary Grange - Short Term Refurbishment	134	0	0	0	0	134	0	
Replacement Leisure Centre	5,353	4,647	0	0	0	10,000	400	
Accessible Homes (Disabled Facilities Grants)	1,796	1,272	914	914	914	5,810	0	
Decent Homes Standard	72	0	0	0	0	72	0	
Energy Insulation Programme	22	22	25	25	25	119	0	
Unallocated S106 Affordable Housing Monies	264	21	0	0	0	285	0	
Vehicle Replacement Programme - Env Health	0	0	0	20	0	20	0	
Conversion of 36a Bore Street	492	0	0	0	0	492	360	
Streethay Community Centre	850	0	0	0	0	850	0	
Changing Places Fund	36	0	0	0	0	36	0	
Zip Wire in Burntwood	30	0	0	0	0	30	0	
Burntwood Community Hub	250	0	0	0	0	250	0	
Climbing Wall at Burntwood Leisure Centre	50	50	0	0	0	100	0	
Pre-school soft play facility at Burntwood Leisure C	50	50	0	0	0	100	0	
Adventure Golf at Beacon Park	150	150	0	0	0	300	0	
Obstacle Course at Beacon Park	0	150	0	0	0	150	0	
Paddle Tennis courts	200	200	0	0	0	400	0	
New 3G Pitch in Lichfield	200	200	0	0	0	400	0	
Mavesyn Ridware Village Hall Play Area	5	0	0	0	0	5	0	
Fence at Chasetown Memorial Bowling Green	10	0	0	0	0	10	0	
Fradley BMX Pumptrack	33	0	0	0	0	33	0	
Upgrading electrical heating in St Stephens Church	4	0	0	0	0	4	0	
Enabling People Total	10,237	6,762	939	959	939	19,836	10,007	
Loan to Council Dev Co.	150	0	0	0	0	150	0	
Lichfield St Johns Community Link (CIL)	35	0	0	0	0	35	0	
Lichfield Public Conveniences	40	0	0	0	0	40	40	
Vehicle Replacement Programme (Waste)	0	0	6,000	0	0	6,000	0	
Bin Purchase	150	150	150	150	150	750	0	
Dual Stream Recycling	31	0	0	0	0	31	0	
Vehicle Replacement Programme (Other)	318	247	217	0	207	989	255	
Falkland Road Fosseyway Canal Walk	260	0	0	0	0	260	0	
Burntwood Public Conveniences	45	0	0	0	0	45	0	
Shaping Place Total	1,029	397	6,367	150	357	8,300	295	
Vehicle Replacement Programme (Car Parks)	0	0	0	10	0	10	0	
Coach Park	349	0	0	0	0	349	288	
Car Parks Variable Message Signing	130	0	0	0	0	130	0	
Pay on Exit System at Friary Multi Storey	2	0	0	0	0	2	0	
Pay on Exit System at Lombard Street	150	0	0	0	0	150	0	
Electric Vehicle Charge Points	80	0	0	0	0	80	0	
BRS Enabling Works	1,070	0	0	0	0	1,070	0	
Cinema Development	3,795	1,929	0	0	0	5,724	828	
32-44 Bakers Lane	1,582	0	0	0	0	1,582	1,478	
Incubator Space	0	403	0	0	0	403	-143	
New 3G Pitch at Chasetown Football Club	100	0	0	0	0	100	0	
Small scale investment in micro and small	200	0	0	0	0	200	0	
Development and promotion of the visitor econ.	100	0	0	0	0	100	0	
Active travel enhancements in the local area	100	0	0	0	0	100	0	
Incubator Phase 3	380	0	0	0	0	380	80	
Developing Prosperity Total	8,038	2,332	0	10	0	10,380	2,531	
Property Planned Maintenance	133	61	190	230	230	844	614	
IT Infrastructure	254	50	175	175	175	829	554	
ICT Hardware	0	0	0	0	0	0	0	
Building a Better Council	77	0	0	0	0	77	77	
Committee Audio-Visual Hybrid Meeting Platform	85	0	0	0	0	85	85	
Good Council Total	549	111	365	405	405	1,835	1,330	
Projected Capital Programme	19,853	9,602	7,671	1,524	1,701	40,351	4,975	

Funding Source	Projected Capital Programme					
	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000	Total £000
Capital Receipts	3,299	73	0	222	0	3,594
Capital Receipts - Housing	360	0	0	0	0	360
Revenue - Corporate	173	100	565	183	0	1,021
Corporate Council Funding	3,832	173	565	405	0	4,975
Grant	3,114	2,261	939	939	939	8,192
Section 106	692	133	0	0	0	825
CIL	1,645	800	0	0	0	2,445
Reserves	7,845	3,660	17	30	612	12,164
Revenue - Existing Budgets	150	150	150	150	150	750
Leases	0	0	6,000	0	0	6,000
Internal Borrowing	2,575	2,425	0	0	0	5,000
Total	19,853	9,602	7,671	1,524	1,701	40,351
External Borrowing	0	0	0	0	0	0
Total Funding	19,853	9,602	7,671	1,524	1,701	40,351

Reconciliation of the Original Capital Programme to this Projected Capital Programme

	Cabinet or Decision Date	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000	Total £000
Original Budget Council 28/02/2023		15,420	9,728	7,671	1,524	0	34,343
Approved Changes							
Slippage from 2022/23	27/06/2023	1,566	(272)				1,294
Leisure Centre funding of previous development expenditure	14/02/2023	230					230
Allocation of S106 Monies	24/02/2023	42					42
Burntwood Leisure Centre (MM Outturn)	27/06/2023	85					85
Cabinet Member Briefing Note - Re-allocation of funding for Chasetown Memorial Park	27/03/2023	10					10
A Cinema for Lichfield District	27/06/2023	1,875	146				2,021
Rural England Prosperity Fund (MTFS Report)	27/06/2023	400					400
Money Matters Quarter 1	05/09/2023	250					250
Projections							0
Decent Homes Standard	10/10/2023	(25)					(25)
Long Term Model	28/02/2023					1,701	1,701
Projected Capital Programme		19,853	9,602	7,671	1,524	1,701	40,351

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OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME FOR 2023-24

AGENDA ITEM	DETAILS/REASONS	05.06.23	02.08.23	14.09.23	14.11.23	19.12.23	30.01.24	03.04.24	TASK GROUP REQUIRED YES/NO	OFFICER LEAD	MEMBER LEAD
Terms of Reference	To remind the Committee of the terms of reference and suggest any amendments	✓							NO	CLL	Cllr D. Pullen
Empty Homes Policy	From Forward Plan					■	■			Lizzie Barton	Councillor A. Farrell
City Centre Pedestrianisation Trial	To review the trial so far including consultation responses specifically blue badge holders		✓							John Smith	Councillor D. Pullen
Planning Committee Protocol	To give views on the draft new protocol before consideration by the Planning Committee					✓				Lizzie Barton	Councillor A. Farrell
Councillor Community Fund	To undertake a full review of the scheme				✓				No	Kerry Dove	Cllr R. E Cox
Knife Angel					✓					Christie Tims	Cllr R. E Cox
Notes from Task groups	To receive the meeting notes from task group meetings	✓	✓	✓	✓	✓	✓	✓			
Review of the Overview & Scrutiny function at the Council	Following the move to a one O&S Committee system, it was agreed to review the effectiveness of the change.		✓					✓		Kerry Dove	Cllr D. Pullen
Review of Civic function matrix	To undertake a review of the current event matrix as devised by a previous Task Group and to consider any recommendation by the Independent Remuneration Panel			✓					Yes	Kerry Dove	Cllr D. Pullen

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OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME FOR 2023-24

Funding for Infrastructure in Burntwood and rural areas							✓				
Cinema	To receive an update		✓							John Smith	Cllr D. Pullen
Medium Term Financial Strategy	To receive drafts and updates to the MTFS			✓	✓		✓			Anthony Thomas	Cllr R. Strachan
Financial Planning	To consider Service and Financial Planning Proposals					■	✓			Anthony Thomas	Cllr R. Strachan
Local Elections 2023 Review	To undertake a review of the Local Elections 2023 and its processes including Voter ID and accessibility.		✓							Christie Tims	Cllr D. Pullen
Lichfield District 2050 Strategy Consultation Results	To review consultation results, and feedback further on the draft Strategy prior to it being considered by Cabinet and Full Council.						✓			Kerry Dove	Cllr D. Pullen
Briefing Papers											
Money Matters				✓						Anthony Thomas	Cllr R. Strachan
Development Control Performance										Lizzie Barton	Cllr A. Farrell
Local Plan Update										Lizzie Barton	Cllr A. Farrell
Local Election 2023 Update – Including Action Plan										Christie Tims	Cllr D. Pullen
Youth Council Performance							✓				Cllr R. E Cox

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME FOR 2023-24

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