

**LICHFIELD DISTRICT  
COUNCIL**

**FORWARD PLAN**

Published: 29 March 2018

Effective for the Period 1 April 2018 –  
31 July 2018

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

**Copies of documents can also be obtained by contacting the relevant Officer.  
Facsimile: 01543 309899; Telephone: 01543 308000**

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

MATTER FOR CABINET DECISION (PLEASE MARK KEY DECISIONS WITH AN ASTERIX) <sup>(1)(*)</sup>	CONFIDENTIAL YES/NO <sup>(8)</sup>	DECISION EXPECTED TO UNDERTAKE <sup>(2)</sup>	DECISION TO BE TAKEN BY AND DATE <sup>(3)(6)</sup>	CONSULTATION <sup>(4)</sup> INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY (If no consultation has been undertaken please briefly explain why)	DOCUMENTS AVAILABLE	CONTACT OFFICER/CABINET MEMBER <sup>(7)</sup>
*Acquisition of land at Birmingham Road Lichfield	Yes	To purchase land at Birmingham Road, Lichfield	Cabinet 10 Apr 2018			<p><b>OFFICER:</b> Helen Bielby Tel: 01543 308252</p> <p><b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Economic Growth and Development Services</p>

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Disposal of land at Leyfields and Netherstowe, Lichfield	No	Agree to disposal of land for Affordable Housing	Cabinet 10 Apr 2018		District Valuers	<b>OFFICER:</b> Richard King Tel: 01543 308060  <b>CABINET MEMBER:</b> Cabinet Member for Regulatory Services, Housing and Wellbeing
Conservation Area Appraisal and Management Plan for Wall and Wigginton Conservation Areas	No	That Cabinet approve the draft conservation area appraisals and management plans for Wigginton and Wall Conservation Areas for consultation	Cabinet 10 Apr 2018			<b>OFFICER:</b> Claire Hines Tel: 01543 308188  <b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Economic Growth and Development Services
*Local Plan Review Scoping Consultation	No	Approve the Local Plan Review Scoping document for the purposes of public consultation for a minimum of 6 weeks	Council 17 Apr 2018	Considered by Economic Growth, Environment and Development (O&S) Committee	Local Plan Review Infrastructure Delivery Plan	<b>OFFICER:</b> Ashley Baldwin Tel: 01543 308147, Craig Jordan Tel: 01543 308202

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						<b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Economic Growth and Development Services
*Lichfield City Neighbourhood Plan Final Decision Statement	No	The making of the Lichfield City Neighbourhood Plan and that this decision is reported to Full Council	Council 17 Apr 2018	Decision to send neighbourhood plan to referendum was reported to Cabinet December 2017.  Updates on neighbourhood Plans are provided to the Economic Growth, Environment & Development (O&S) Committee	Referendum Neighbourhood Plan Report of the Independent Examiner Lichfield City Neighbourhood Plan Final Decision Statement	<b>OFFICER:</b> Ashley Baldwin Tel: 01543 308147  <b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Economic Growth and Development Services
Strategic Plan 2016 - 20 Delivery Plan 2018 to 2020	No	To note the report and the issues raised on this	Cabinet 1 May 2018	None	Strategic Plan 2016-20 Corporate Annual Action Plan - 2017/18	<b>OFFICER:</b> Christie Tims Tel: 01543 308100  <b>CABINET MEMBER:</b> Cabinet Member for Corporate and Customer Service,

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						Revenues and Benefits, Cabinet Member for Finance and Democratic Services
Digital Strategy	Yes	To approve a Digital Strategy for the Council	Cabinet 1 May 2018	With Officers including those in ICT and end users. O&S Innovation Task Group and Strategic O&S		<b>OFFICER:</b> Christie Tims Tel: 01543 308100  <b>CABINET MEMBER:</b> Cabinet Member for Corporate and Customer Service, Revenues and Benefits
*Health & Wellbeing Strategy	No	To approve Health & Wellbeing Strategy	Cabinet 1 May 2018	Draft to be considered by the Community, Housing & Health (O&S) Committee	Draft Health & Wellbeing Strategy	<b>OFFICER:</b> Gareth Davies Tel: 01543 308741, Lucy Robinson Tel: 01543 308710  <b>CABINET MEMBER:</b> Cabinet Member for Regulatory Services, Housing and

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						Wellbeing
Compulsory Purchase Order at Land at The Windmill, Grange Lane, Lichfield	No	To approve the making of a Compulsory Purchase Order for Land at The Windmill, Grange Lane, Lichfield	Cabinet 1 May 2018	Public consultation via planning application process		<b>OFFICER:</b> Helen Bielby Tel: 01543 308252  <b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Economic Growth and Development Services
*ICT Review	Yes	To consider options for future provision of ICT	Cabinet 1 May 2018	With officers including those in ICT and end users.	Assessment of options and business case	<b>OFFICER:</b> Christie Tims Tel: 01543 308100  <b>CABINET MEMBER:</b> Cabinet Member for Corporate and Customer Service, Revenues and Benefits
Data Protection Act and GDPR	No	To note the report.	Cabinet 1 May 2018	Audit and Member Standards Committee 27 March 2017		<b>OFFICER:</b> Bal Nahal Tel: 01543 308002

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						<b>CABINET MEMBER:</b> Cabinet Member for Finance and Democratic Services
*Lichfield District Local Plan Allocation Submission to Secretary of State	No	Approve the Local Plan Allocations and accompanying documents for submission to the Secretary of State for the purposes of Independent Examination	Council 15 May 2018	Consultation on Regulation 19 document was undertaken between January – February 2018.  Updates provided to Economic Growth, Environment and Development (Overview and Scrutiny) Committee in January 2018.	Local Plan Allocations  Infrastructure Delivery Plan  Sustainability Appraisal  Habitat Regulations Assessment	<b>OFFICER:</b> Ashley Baldwin Tel: 01543 308147, Craig Jordan Tel: 01543 308202  <b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Economic Growth and Development Services
*Whittington & Fisherwick Neighbourhood Plan Final Decision Statement	No	The making of the Whittington & Fisherwick Neighbourhood Plan and report that decision to Full Council	Council 15 May 2018	Decision to send to neighbourhood plan to referendum was reported to Cabinet January 2018.  Updates on Neighbourhood Plans are	Report of the Independent Examiner  Whittington & Fisherwick	<b>OFFICER:</b> Patrick Jervis Tel: 01543 308196  <b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for

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				provided to Economic Growth, Environment and Development (O&S Committee as part of Local Plan updates	Neighbourhood Plan Final Decision Statement	Economic Growth and Development Services
*Money Matters 2017/18: Review of the Financial Performance against the Financial Strategy April to March 2018	No	To note the report and the issues raised on this.	Cabinet 12 Jun 2018	Strategic (Overview & Scrutiny) Committee	Money Matters Reports for 3, 6 and 8 months	<b>OFFICER:</b> Anthony Thomas Tel: 01543 308012  <b>CABINET MEMBER:</b> Cabinet Member for Finance and Democratic Services
*Building Control Shared Service Expansion	Yes	Delegate approval to Cabinet Member	Council 17 Jul 2018	Employees (TUPE Regulations)	Business Case Outline Business Case 5 Year Business Plan	<b>OFFICER:</b> Ged Cooper Tel: 01543 308155  <b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Economic Growth and Development Services
*Money Matters	No	To note the report	Cabinet	Strategic (Overview &		<b>OFFICER:</b>

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2018/19: Review of the Financial Performance against the Financial Strategy April to June 2018		and the issues raised on this	4 Sep 2018	Scrutiny) Committee	Medium Term Financial Strategy 2017-2022	Anthony Thomas Tel: 01543 308012  <b>CABINET MEMBER:</b> Cabinet Member for Finance and Democratic Services
**Calculation of Business Rates 2019/20, Council Tax Base for 2019/20 and the projected Collection Funded Surplus / Deficit for 2018/19	No	To approve the calculation of the Council Taxbase for 2018/19 To delegate authority to the Cabinet Member and Chief Financial Officer to complete and certify the NNDR1 for 2018/19 on behalf of the Council.  To note the projected Council Tax and Business Rates Collection Fund surplus or deficit for 2018/19	Cabinet 4 Dec 2018	No consultation Statutory calculations	<ul style="list-style-type: none"> <li>• Local Government Acts 1988, 2992 and 2003.</li> <li>• Local Authorities (Calculation of Council Taxbase) Regulations 1992.</li> <li>• Money Matters Reports</li> </ul>	<b>OFFICER:</b> Anthony Thomas Tel: 01543 308012  <b>CABINET MEMBER:</b> Cabinet Member for Finance and Democratic Services

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*Money Matters 2018/19: Review of the Financial Performance against the Financial Strategy April to September 2018	No	To note the report and the issues raised on this.	Cabinet 4 Dec 2018	Strategic (Overview & Scrutiny) Committee	Medium Term Financial Strategy 2017-2022 Money Matters Report for 3 Months	<b>OFFICER:</b> Anthony Thomas Tel: 01543 308012  <b>CABINET MEMBER:</b> Cabinet Member for Finance and Democratic Services
**Medium Term Financial Strategy (Revenue and Capital) 208-23	No	To approve and recommend to Council: <ul style="list-style-type: none"> <li>• The MTFS including the Revenue Budget and Capital Programme.</li> <li>• The MRP Policy.</li> <li>• Treasury Management Strategy.</li> <li>• Prudential Indicators.</li> </ul>	Cabinet 12 Feb 2019	Strategic (Overview & Scrutiny) Committee January 2019 Audit and Member Standards Committee January 2019	Medium Term Financial Strategy 2017-2022 Money Matters Report for 3, 6 and 8 Months.	<b>OFFICER:</b> Anthony Thomas Tel: 01543 308012  <b>CABINET MEMBER:</b> Cabinet Member for Finance and Democratic Services

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

### **MEMBERS OF THE CABINET**

**Leader of Cabinet**

**Deputy Leader of Cabinet and**

**Cabinet Member for Economic Growth, Environment & Development Services**

**Cabinet Member for Finance and Democracy**

**Cabinet Member for Corporate and Customer Service, Revenues and Benefits**

**Cabinet Member for Operational Services, Leisure and Waste**

**Cabinet Member for Regulatory Services, Housing and Wellbeing**

**Councillor M. J. Wilcox**

**Councillor I. M. P. Pritchard**

**Councillor C. J. Spruce**

**Councillor A. F. Smith**

**Councillor I. M. Eadie**

**Councillor D. R. Pullen**