

**LICHFIELD DISTRICT
COUNCIL**

FORWARD PLAN

Updated: 16.04.2018

Effective for the Period 1 May 2018 –
31 August 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) ^{(1)(*)}	CONFIDENTIAL YES(EXEMPT)/ NO(OPEN) ⁽⁸⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DECISION TO BE TAKEN BY AND DATE ⁽³⁾⁽⁶⁾	CONSULTATION ⁽⁴⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY (If no consultation has been undertaken please briefly explain why)	DOCUMENTS AVAILABLE	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
*Local Plan Review Scoping Consultation	Open	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	<p>OFFICER: Ashley Baldwin, Spatial Policy and Delivery Manager Tel: 01543 308147, Craig Jordan, Head of Economic Growth Tel: 01543 308202</p> <p>CABINET MEMBER:</p>

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						Deputy Leader and Cabinet Member for Economic Growth and Development Services
*Lichfield City Neighbourhood Plan Final Decision Statement	Open	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	OFFICER: Ashley Baldwin, Spatial Policy and Delivery Manager Tel: 01543 308147 CABINET MEMBER: Deputy Leader and Cabinet Member for Economic Growth and Development Services
*Approval to the Three Spires Break Through Agreement with Railpen	Fully exempt	Approve the Breakthrough Agreement proposal & delegated signatories	Cabinet 1 May 2018	The principle of the breakthrough agreement has been presented to the Economic Growth, Environment & Strategic O&S Committees	Draft Heads of Terms	OFFICER: Helen Bielby, Property & Projects Manager Tel: 01543 308252, Sarah Woffenden, Project Director, Friarsgate (Contractor) Tel: 01543 308116

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						CABINET MEMBER: Deputy Leader and Cabinet Member for Economic Growth and Development Services
*ICT Review	Fully exempt	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	OFFICER: Christie Tims, Head of Corporate Services Tel: 01543 308100 CABINET MEMBER: Cabinet Member for Corporate and Customer Service, Revenues and Benefits
Data Protection Act and GDPR	Open	To note the report.	Cabinet 1 May 2018	Audit and Member Standards Committee 27 March 2017		OFFICER: Bal Nahal, Head of Legal, Property and Democratic Services Tel: 01543 308002 CABINET MEMBER: Cabinet Member for Finance and

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						Democratic Services
*Lichfield District Local Plan Allocation Submission to Secretary of State	Open	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	<p>Consultation on Regulation 19 document was undertaken between January – February 2018.</p> <p>Updates provided to Economic Growth, Environment and Development (Overview and Scrutiny) Committee in January 2018.</p>	<p>Local Plan Allocations</p> <p>Infrastructure Delivery Plan</p> <p>Sustainability Appraisal</p> <p>Habitat Regulations Assessment</p>	<p>OFFICER: Ashley Baldwin, Spatial Policy and Delivery Manager Tel: 01543 308147, Craig Jordan, Head of Economic Growth Tel: 01543 308202</p> <p>CABINET MEMBER: Deputy Leader and Cabinet Member for Economic Growth and Development Services</p>
*Whittington & Fisherwick Neighbourhood Plan Final Decision Statement	Open	The making of the Whittington & Fisherwick Neighbourhood Plan and report that decision to Full Council	Council 15 May 2018	<p>Decision to send to neighbourhood plan to referendum was reported to Cabinet January 2018.</p> <p>Updates on Neighbourhood Plans are provided to Economic Growth, Environment and Development (O&S</p>	<p>Report of the Independent Examiner</p> <p>Whittington & Fisherwick Neighbourhood Plan Final Decision</p>	<p>OFFICER: Patrick Jervis, Principal Spatial Policy and Delivery Officer Tel: 01543 308196</p> <p>CABINET MEMBER: Deputy Leader and Cabinet Member for Economic Growth and</p>

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				Committee as part of Local Plan updates	Statement	Development Services
Compulsory Purchase Order at Land at The Windmill, Grange Lane, Lichfield	Open	To approve the making of a Compulsory Purchase Order for Land at The Windmill, Grange Lane, Lichfield	Cabinet 12 Jun 2018	Public consultation via planning application process		<p>OFFICER: Helen Bielby, Property & Projects Manager Tel: 01543 308252</p> <p>CABINET MEMBER: Deputy Leader and Cabinet Member for Economic Growth and Development Services</p>
Allocation of non - site specific Section 106 relating to planning application 07/00147/OUT	Open	Approve the allocation of non - site specific Section 106 money to infrastructure projects	Cabinet 12 Jun 2018	<p>CIL: Strategic Infrastructure Group.</p> <p>CIL: Joint Member Officer Group.</p>		<p>OFFICER: Ashley Baldwin, Spatial Policy and Delivery Manager Tel: 01543 308147, Maxine Turley, Spatial Policy and Delivery Officer Tel: 01543 308206</p> <p>CABINET MEMBER: Deputy Leader and Cabinet Member for Economic Growth and</p>

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						Development Services
*Allocation of non - site specific Section 106 relating to planning application 07/00774/OUTM	Open	Approve the allocation to infrastructure projects of non - site specific Section 106 money.	Cabinet 12 Jun 2018	CIL: Strategic Infrastructure Group. CIL: Joint Member Officer Group.		OFFICER: Ashley Baldwin, Spatial Policy and Delivery Manager Tel: 01543 308147, Maxine Turley, Spatial Policy and Delivery Officer Tel: 01543 308206 CABINET MEMBER: Deputy Leader and Cabinet Member for Economic Growth and Development Services
Allocation of non - site specific Section 106 relating to planning application 03/00627/OUT	Open	Approve the allocation of non - site specific Section 106 money to infrastructure projects.	Cabinet 12 Jun 2018		CIL: Strategic Infrastructure Group. CIL: Joint Member Officer Group.	OFFICER: Ashley Baldwin, Spatial Policy and Delivery Manager Tel: 01543 308147, Maxine Turley, Spatial Policy and Delivery Officer Tel: 01543 308206 CABINET MEMBER:

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						Deputy Leader and Cabinet Member for Economic Growth and Development Services
*Money Matters 2017/18: Review of the Financial Performance against the Financial Strategy April to March 2018	Open	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	OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012 CABINET MEMBER: Cabinet Member for Finance and Democratic Services
Digital Strategy	Fully exempt	To approve a Digital Strategy for the Council	Cabinet 9 Jul 2018	With Officers including those in ICT and end users. O&S Innovation Task Group and Strategic O&S		OFFICER: Christie Tims, Head of Corporate Services Tel: 01543 308100 CABINET MEMBER: Cabinet Member for Corporate and Customer Service, Revenues and Benefits

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2017/18 Corporate Annual Action Plan Outturn Report	Open	To note the report and issues raised.	Cabinet 9 Jul 2018 Council 17 Jul 2018		Strategic Plan 2016 - 20 Corporate Annual Action Plan 2017/18	<p>OFFICER: Christie Tims, Head of Corporate Services Tel: 01543 308100</p> <p>CABINET MEMBER: Cabinet Member for Corporate and Customer Service, Revenues and Benefits</p>
Mobile Phone Contract	Fully exempt	Award of Contract for Mobile Phone services	Cabinet 9 Jul 2018 Council 17 Jul 2018	With Officers including those in ICT and end users		<p>OFFICER: Christie Tims, Head of Corporate Services Tel: 01543 308100</p> <p>CABINET MEMBER: Cabinet Member for Corporate and Customer Service, Revenues and Benefits</p>

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*Allocating and Spending CIL: Additional Guidance	Open	Approve the adoption of additional guidance associated with the allocation of funding arising from the Community Infrastructure Levy.	Cabinet 12 Jun 2018 Council 17 Jul 2018	CIL: Strategic Infrastructure Group. CIL: Joint Member Officer Group.	CIL: Governance Administration Procedures	<p>OFFICER: Ashley Baldwin, Spatial Policy and Delivery Manager Tel: 01543 308147, Maxine Turley, Spatial Policy and Delivery Officer Tel: 01543 308206</p> <p>CABINET MEMBER: Deputy Leader and Cabinet Member for Economic Growth and Development Services</p>
Disposal of land at Leyfields and Netherstowe, Lichfield	Open	Agree to disposal of land for Affordable Housing	Cabinet 12 Jun 2018		District Valuers	<p>OFFICER: Richard King, Director of Place and Community Tel: 01543 308060</p> <p>CABINET MEMBER: Cabinet Member for Regulatory Services, Housing and Wellbeing</p>

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Strategic Plan 2016 - 20 Delivery Plan 2018 to 2020	Open	To note the report and the issues raised on this	Cabinet 12 Jun 2018	None	Strategic Plan 2016-20 Corporate Annual Action Plan - 2017/18	<p>OFFICER: Christie Tims, Head of Corporate Services Tel: 01543 308100</p> <p>CABINET MEMBER: Cabinet Member for Corporate and Customer Service, Revenues and Benefits, Cabinet Member for Finance and Democratic Services</p>
**Building Control Shared Service Expansion	Fully exempt	Delegate approval to Cabinet Member	Council 17 Jul 2018	Employees (TUPE Regulations)	Business Case Outline Business Case 5 Year Business Plan	<p>OFFICER: Ged Cooper, Building Control Manager Tel: 01543 308155</p> <p>CABINET MEMBER: Deputy Leader and Cabinet Member for Economic Growth and Development Services</p>

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*Money Matters 2018/19: Review of the Financial Performance against the Financial Strategy April to June 2018	Open	To note the report and the issues raised on this	Cabinet 4 Sep 2018	Strategic (Overview & Scrutiny) Committee	Medium Term Financial Strategy 2017-2022	OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012 CABINET MEMBER: Cabinet Member for Finance and Democratic Services
*Housing Allocations Policy	Open	To approve the revised policy	Cabinet 4 Sep 2018	Compiled in consultation with officers, registered providers, stakeholders, and customers	Housing Allocations Policy	OFFICER: Lucy Robinson, Housing & Wellbeing Manager Tel: 01543 308710 CABINET MEMBER: Cabinet Member for Regulatory Services, Housing and Wellbeing
*Housing Assistance Policy	Open	To approve the updated policy	Cabinet 4 Sep 2018	Compiled in consultation with officers and partners	Housing Assistance Policy	OFFICER: Gareth Davies, Head of Regulatory Services, Housing and

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						Wellbeing Tel: 01543 308741 CABINET MEMBER: Cabinet Member for Regulatory Services, Housing and Wellbeing
*Health & Wellbeing Strategy	Open	To approve Health & Wellbeing Strategy	Cabinet 9 Oct 2018	Draft to be considered by the Community, Housing & Health (O&S) Committee	Draft Health & Wellbeing Strategy	OFFICER: Gareth Davies, Head of Regulatory Services, Housing and Wellbeing Tel: 01543 308741, Lucy Robinson, Housing & Wellbeing Manager Tel: 01543 308710 CABINET MEMBER: Cabinet Member for Regulatory Services, Housing and Wellbeing

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*Calculation of Business Rates 2019/20, Council Tax Base for 2019/20 and the projected Collection Funded Surplus / Deficit for 2018/19	Open	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"> • Local Government Acts 1988, 2992 and 2003. • Local Authorities (Calculation of Council Taxbase) Regulations 1992. • Money Matters Reports 	OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012 CABINET MEMBER: Cabinet Member for Finance and Democratic Services
*Money Matters 2018/19: Review of the Financial Performance against the Financial Strategy April to September 2018	Open	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	OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012

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						CABINET MEMBER: Cabinet Member for Finance and Democratic Services
*Medium Term Financial Strategy (Revenue and Capital) 208-23	Open	To approve and recommend to Council: • The MTFS including the Revenue Budget and Capital Programme. • The MRP Policy. • Treasury Management Strategy. • Prudential Indicators.	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.	OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012 CABINET MEMBER: 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