

**LICHFIELD DISTRICT  
COUNCIL**

**FORWARD PLAN**

Published: 11.02.2019

Effective for the Period 1 March 2019 –  
30 June 2019

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 £75,000
  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(EXEMPT)/ NO(OPEN) <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>
Digital Strategy	Fully exempt	To approve a Digital Strategy for the Council	Cabinet 12 Feb 2019	With Officers including those in ICT and end users. O&S Innovation Task Group and Strategic O&S		<p><b>OFFICER:</b> Christie Tims, Head of Corporate Services Tel: 01543 308100</p> <p><b>CABINET MEMBER:</b> Cabinet Member for Corporate and Customer Service, Revenues and Benefits</p>

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*The transfer of a commuted sum (Approx £185k) associated with the transfer of public open space to Armitage with Handsacre Parish Council	Open	That Cabinet agree to the transfer of Open Space in Armitage with Handsacre to the Parish Council, including associated Commuted Sums	Cabinet 12 Feb 2019	Asset Strategy Group	Cabinet Report, Plans.	<b>OFFICER:</b> John Smith, LOPS Business Development Manager Tel: 01543 308016  <b>CABINET MEMBER:</b> Cabinet Member for Operational Services, Leisure and Waste
*Adoption of Revised CCTV Code of Practice	Open	To approve and comment on the Amended Policy, annual Report and Code of Practice.	Cabinet 12 Feb 2019		LDC's CCTV Policy, the Annual Report and Code of Practice for the Public CCTV Static Camera Scheme.	<b>OFFICER:</b> Bal Nahal, Head of Legal, Property and Democratic Services Tel: 01543 308002, John Roobottom, Technical Assistant Tel: 01543 687546  <b>CABINET MEMBER:</b> Cabinet Member for Finance and Democratic Services, Deputy Leader and Cabinet Member for Economic Growth and Development Services

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*Medium Term Financial Strategy (Revenue and Capital) 2018-23	Open	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 Council 19 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.	<p><b>OFFICER:</b> Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012</p> <p><b>CABINET MEMBER:</b> Cabinet Member for Finance and Democratic Services</p>
*Garrick Theatre Funding 2018 - 2021	Fully exempt	Approval of the MTFS spend in relation to the Garrick Theatre for the period 2018 - 2021	Cabinet 12 Feb 2019	Consultation with the Portfolio Holder and The Garrick Trust. This matter is contractually sensitive and wider consultation is not required.	MTFS	<p><b>OFFICER:</b> Richard King, Director of Place and Community Tel: 01543 308060</p> <p><b>CABINET MEMBER:</b> Cabinet Member for Operational Services, Leisure and Waste</p>

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*Fradley Neighbourhood Plan Final Decision Statement	Open	The making of the Fradley Neighbourhood Plan and that this decision is reported to Full Council.	Cabinet 12 Feb 2019 Council 19 Feb 2019	Decision to send Neighbourhood Plan to referendum was reported to Cabinet December 2018.  Neighbourhood Plan progress reported to Overview & Scrutiny Committee June 2018.	Referendum Neighbourhood Plan  Report of the Independent Examiner  Fradley Neighbourhood Plan Final Decision Statement	<b>OFFICER:</b> Patrick Jervis, Principal Spatial Policy and Delivery Officer Tel: 01543 308196  <b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Economic Growth and Development Services
*Elford Neighbourhood Plan Final Decision Statement	Open	The making of the Elford Neighbourhood Plan and that this decision is reported to Full Council.	Cabinet 15 Jan 2019 Council 19 Feb 2019	Decision to send neighbourhood plan to referendum was reported to Cabinet October 2018.  Neighbourhood Plan progress reported to Overview & Scrutiny Committee June 2018.	Referendum Neighbourhood Plan  Report of the Independent Examiner  Elford Neighbourhood Plan Final Decision Statement	<b>OFFICER:</b> Patrick Jervis, Principal Spatial Policy and Delivery Officer Tel: 01543 308196  <b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Economic Growth and Development Services

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Property Investment Strategy - Constitutional Change	Open	To confirm the constitutional changes required to implement the property investment strategy governance proposals.	Council 19 Feb 2019	None - this is confirmation of the outcomes delegated by the Council on 16/10/2018.	Property Investment Strategy Delivering the Property Investment Strategy (Report to Council)	<p><b>OFFICER:</b> Billy Webster, Assistant Chief Executive Tel: 01543 308225</p> <p><b>CABINET MEMBER:</b> Cabinet Member for Finance and Democratic Services</p>
Homelessness and Rough Sleeper Pathway proposals and potential use of S106 commuted sums.	Open	To agree Homelessness and Rough Sleeper Pathway proposals and potential use of S106 commuted sums.	Cabinet 12 Mar 2019	Community, Housing and Health Overview and Scrutiny Committee 10 January 2019.		<p><b>OFFICER:</b> Gareth Davies, Head of Regulatory Services, Housing and Wellbeing Tel: 01543 308741, Lucy Robinson, Housing &amp; Wellbeing Manager Tel: 01543 308710</p> <p><b>CABINET MEMBER:</b> Cabinet Member for Regulatory Services, Housing and Wellbeing</p>

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Amendments to the council's List of Buildings of Local Architectural and Historic Interest 'Local List'	Open	That the Cabinet approve the draft amendments to the Council's List of Buildings of Local Architectural and Historic Interest 'Local List' for public consultation.	Cabinet 12 Mar 2019	Following Cabinet approval full consultation will take place with residents and stakeholders.	None at present. A list of proposed properties including reasons for proposed designation will be provided in the Cabinet report.	<p><b>OFFICER:</b> Claire Hines, Principal Conservation &amp; Design Officer Tel: 01543 308188</p> <p><b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Economic Growth and Development Services</p>
*Pension Contributions	Open	To approve the payment of the Council's past service element of Employer Pension Contributions for the three financial years 2020/21, 2021/22 and 2022/23	Cabinet 12 Mar 2019	No specific consultation as alternative options are provided by the Pension Fund Actuary.	The Medium Term Financial Strategy Information provided by the Pension Fund Actuary	<p><b>OFFICER:</b> Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012</p> <p><b>CABINET MEMBER:</b> Cabinet Member for Finance and Democratic Services</p>

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*The procurement of contractors for demolition works on the Birmingham Road Site, Lichfield	Fully exempt	To confirm the successful bidder for the demolition of buildings on Birmingham Road, Lichfield to facilitate re-development plans.	Cabinet 12 Mar 2019	The EGED (O&S) Committee Birmingham Road Task Group has been informed of the intention to demolish buildings as part of the re-development plans.	Submission and evaluation documents relating to the procurement.	<b>OFFICER:</b> Craig Jordan, Head of Economic Growth Tel: 01543 308202  <b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Economic Growth and Development Services
*High Speed Rail 2 – Additional Provision (Phase 2a) and Environmental Statement Consultation	Open	Approve officer response to the additional provision.  Approve officer response to the environmental consultation	Cabinet 12 Mar 2019		HS2 Phases 2a Additional Provision  HS2 Environmental Statement consultation	<b>OFFICER:</b> Craig Jordan, Head of Economic Growth Tel: 01543 308202  <b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Economic Growth and Development Services
*The approval of a brief to commission a planning exercise for the Birmingham	Open	To approve a commissioning brief for the undertaking of a planning exercise	Cabinet 12 Mar 2019	Preparation of a draft brief is being led by an EGED (O&S) Committee Task Group.	Supporting documentation linked to the brief.	<b>OFFICER:</b> Craig Jordan, Head of Economic Growth Tel: 01543 308202

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Road Site, Lichfield		to inform future redevelopment of the Birmingham Road Site, Lichfield.				<b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Economic Growth and Development Services
*Allocation of Strategic Community Infrastructure Levy (£300,000.00) to infrastructure projects.	Open	That Cabinet agree to the recommended allocation of Strategic Community Infrastructure Levy to infrastructure projects set out within the report.	Cabinet 12 Mar 2019	Strategic Infrastructure Group  Joint Members and Officers Group	Cabinet Report	<b>OFFICER:</b> Maxine Turley, Spatial Policy and Delivery Officer Tel: 01543 308206  <b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Economic Growth and Development Services
*Housing Assistance Policy	Open	To approve the updated policy	Cabinet Member Decisions Apr 2019	Compiled in consultation with officers and partners	Housing Assistance Policy	<b>OFFICER:</b> Gareth Davies, Head of Regulatory Services, Housing and Wellbeing Tel: 01543 308741

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						<b>CABINET MEMBER:</b> Cabinet Member for Regulatory Services, Housing and Wellbeing
*Contract for the provision of Garden Waste Stickers & Supporting Services	Fully exempt	Award of contract following evaluation of the bids	Cabinet 4 Jun 2019	No consultation as bids are strictly evaluated in accordance with the criteria specified in the tender documents	Summary of tender evaluations	<b>OFFICER:</b> Nigel Harris, General Manager of Joint Waste Services Tel: 01543 687549  <b>CABINET MEMBER:</b> Cabinet Member for Operational Services, Leisure and Waste
*HS2 – Decision on Qualifying Status for Phase 2a	Open	Whether or not to become a “qualifying authority” – allowing the Council to determine all planning matters submitted under the	Cabinet 4 Jun 2019 Council 16 Jul 2019		High Speed Rail (West Midlands - Crewe) Draft Environmental Minimum	<b>OFFICER:</b> Jeff Upton, Interim Head of Development Services Tel: 01543 308199

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		Planning Conditions Schedule			Requirements Annex 2: Draft Planning Memorandum	<b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Economic Growth and Development 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 Mrs E. A Little**

**Councillor D. J. Leytham**

**Councillor A. Yeates**