

**LICHFIELD DISTRICT  
COUNCIL**

**FORWARD PLAN**

Published: 02.08.2019

Effective for the Period 1 September  
2019 – 31 December 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>
*Approval to fund Replacement Combined Heat and Power Unit	Open	To approve funding	Cabinet 10 Sep 2019		Burntwood Leisure Centre CHP Proposal	<p><b>OFFICER:</b> Richard King, Director of Place and Community Tel: 01543 308060</p> <p><b>CABINET MEMBER:</b> Cabinet Member for Recycling &amp; Leisure</p>

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*Appointment of contractor to deliver enabling works on Birmingham Road site, Lichfield	Fully exempt	To approve a contractor following a tender exercise.	Cabinet 10 Sep 2019	None. This is an award of contract based on submissions against a tender specification for works and a scoring assessment.	Tender specification	<b>OFFICER:</b> Craig Jordan, Head of Economic Growth Tel: 01543 308202  <b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Investment, Economic Growth & Tourism
*Discretionary Housing Payment Policy	Open	Approve policy	Cabinet 10 Sep 2019	Consultation with Leadership Team	Existing policy	<b>OFFICER:</b> Pat Leybourne, Head of Revenues, Benefits and Customer Services Tel: 01543 308921  <b>CABINET MEMBER:</b> Cabinet Member for Customer Services & Innovation
*Adoption of Local Development Scheme (LDS)*	Open	Adopt the Local Development Scheme	Cabinet 10 Sep 2019	Yes – Proposed timetable within the LDS was presented to	Local Development	<b>OFFICER:</b> Ashley Baldwin, Spatial Policy and

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				Economic Growth, Environment and Development (Overview and Scrutiny) Committee June 2019	Scheme 2019	Delivery Manager Tel: 01543 308147  <b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Investment, Economic Growth & Tourism
*Money Matters 2019/20: 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 10 Sep 2019	Strategic (Overview & Scrutiny) Committee	Medium Term Financial Strategy 2018-2023	<b>OFFICER:</b> Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012  <b>CABINET MEMBER:</b> Cabinet Member for Finance and Procurement
*Friary Grange Leisure Centre	Open	To consider the petition in respect of Friary Grange Leisure Centre.	Cabinet 7 Oct 2019	Petition Public Meetings Public Representations	Petition  Cabinet Report	<b>OFFICER:</b> Richard King, Director of Place and Community Tel: 01543 308060  <b>CABINET MEMBER:</b>

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						Cabinet Member for Recycling & Leisure
Revenues and Benefits Fit for the Future fundamental review	Open	Approve the future direction of the service.	Cabinet 8 Oct 2019	Leadership Team Overview and Scrutiny 24 June 2019	Consultants report	<b>OFFICER:</b> Pat Leybourne, Head of Revenues, Benefits and Customer Services Tel: 01543 308921  <b>CABINET MEMBER:</b> Cabinet Member for Customer Services & Innovation
*Medium Term Financial Strategy (Revenue and Capital) 2018-23	Open	To note the progress on the development of the Medium Term Financial Strategy.  To approve the commencement of the Budget Consultation Exercise for 2020/21 to comply with the statutory	Cabinet 8 Oct 2019		Medium Term Financial Strategy 2018-2023. Money Matters Report for 3 and 6 Months.	<b>OFFICER:</b> Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012  <b>CABINET MEMBER:</b> Cabinet Member for Finance and Procurement

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		requirement.				
*Options for Legal Services	Open	To consider options for legal service provision for LDC	Cabinet 12 Nov 2019			<b>OFFICER:</b> Christie Tims, Head of Corporate Services Tel: 01543 308100, Neil Turner, Director of Transformation & Resources Tel: 01543 308761  <b>CABINET MEMBER:</b> Cabinet Member for Legal & Regulatory
*Local Plan Review - Preferred Options consultation*	Open	Approve the Local Plan Review Preferred Options and supporting documents for a period of six weeks public consultation.	Cabinet 12 Nov 2019	Approve the Local Plan Review Preferred Options and supporting documents for a period of six weeks public consultation.	Local Plan Review Preferred Options  Sustainability Appraisal  Habitat Regulations Assessment	<b>OFFICER:</b> Ashley Baldwin, Spatial Policy and Delivery Manager Tel: 01543 308147  <b>CABINET MEMBER:</b> Deputy Leader and Cabinet Member for Investment, Economic Growth & Tourism

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*Strategic Plan 2020 - 2024	Open	First draft of Strategic Plan 2020 - 2024	Cabinet 12 Nov 2019	Strategic O&S, also public focus groups also internal focus groups.		<p><b>OFFICER:</b> Elizabeth Barton, Corporate Communications &amp; Performance Manager Tel: 01543 308781, Colin Cooke, Performance and Efficiency Improvement Officer Tel: 01543 308121, Christie Tims, Head of Corporate Services Tel: 01543 308100, Neil Turner, Director of Transformation &amp; Resources Tel: 01543 308761</p> <p><b>CABINET MEMBER:</b> Cabinet Member for Customer Services &amp; Innovation</p>
*Calculation of Business Rates 2020/21, Council Tax Base for 2020/21 and the projected	Open	To approve the calculation of the Council Taxbase for 2020/21. To delegate authority	Cabinet 3 Dec 2019	No consultation statutory calculations.	Local Government Acts 1988, 1992 and 2003. Local Authorities	<p><b>OFFICER:</b> Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012</p>

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Collection Funded Surplus/Deficit for 2019/20		to the Cabinet Member and Chief Financial Officer to complete and certify the NNDR1 for 2020/21 on behalf of the Council. To note the projected Council Tax and Business Rates Collection Fund surplus or deficit for 2019/20.			(Calculation of Council Taxbase) Regulations 1992. Money Matters Reports.	<b>CABINET MEMBER:</b> Cabinet Member for Finance and Procurement
*Money Matters 2019/20: 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 3 Dec 2019	Strategic (Overview & Scrutiny) Committee	Medium Term Financial Strategy 2018-2023. Money Matters Report for 3 Months.	<b>OFFICER:</b> Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012 <b>CABINET MEMBER:</b> Cabinet Member for Finance and Procurement
*Medium Term Financial Strategy (Revenue and	Open	To approve and recommend to the Council:	Cabinet 11 Feb 2020	Strategic (Overview & Scrutiny) Committee 28 January 2020.	Medium Term Financial Strategy	<b>OFFICER:</b> Anthony Thomas, Head of Finance and

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Capital) 2018-23		The MTFs including the Revenue Budget and Capital Programme. The MRP Policy. Treasury Management Strategy. Prudential Indicators.		Audit and Member Standards Committee 5 February 2020.	2018-2023. Money Matters Report for 3, 6 and 8 Months.	Procurement Tel: 01543 308012  <b>CABINET MEMBER:</b> Cabinet Member for Finance and Procurement
*Money Matters 2019/20: Review of the Financial Performance against the Financial Strategy April to November	Open	To note the report and the issues raised on this.	Cabinet 11 Feb 2020	Strategic (Overview & Scrutiny) Committee	Medium Term Financial Strategy 2018-2023. Money Matters Report for 3 and 6 Months.	<b>OFFICER:</b> Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012  <b>CABINET MEMBER:</b> Cabinet Member for Finance and Procurement

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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 Investment, Economic Growth, Environment and Tourism**

**Cabinet Member for Finance and Procurement**

**Cabinet Member for Customer Services and Innovation**

**Cabinet Member for Recycling and Leisure**

**Cabinet Member for Legal and Regulatory Services**

**Cabinet Member for Communities and Housing**

**Councillor D. Pullen**

**Councillor I. Eadie**

**Councillor R. Strachan**

**Councillor A. Smith**

**Councillor E. Little**

**Councillor A. Lax**

**Councillor A. Yeates**