

**LICHFIELD DISTRICT
COUNCIL**

FORWARD PLAN

Published: 12.08.2019 v3

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) ^{(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⁾
*Beacon Park Tennis CIC	Open	To approve the transfer to the tennis CIC	Cabinet 10 Sep 2019			<p>OFFICER: John Smith, LOPS Business Development Manager Tel: 01543 308016</p> <p>CABINET MEMBER: Deputy Leader and Cabinet Member for Investment, Economic</p>

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						Growth & Tourism
*Revised Hackney Carriage Fares	Open	Approve revised fares, subject to outcome of the consultation	Cabinet 10 Sep 2019	Newspaper advert (19 th September 2019) & website required to be advertised at least 14 days before fares become effective, if no objections received. If objections received, these are to be considered by cabinet on 12 th November 2019		OFFICER: Gareth Davies, Head of Regulatory Services, Housing and Wellbeing Tel: 01543 308741 CABINET MEMBER: Cabinet Member for Legal & Regulatory
*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	OFFICER: Craig Jordan, Head of Economic Growth Tel: 01543 308202 CABINET MEMBER: Deputy Leader and Cabinet Member for Investment, Economic Growth & Tourism

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*Discretionary Housing Payment Policy	Open	Approve policy	Cabinet 10 Sep 2019	Consultation with Leadership Team	Existing policy	<p>OFFICER: Pat Leybourne, Head of Revenues, Benefits and Customer Services Tel: 01543 308921</p> <p>CABINET MEMBER: Cabinet Member for Customer Services & Innovation</p>
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 Economic Growth, Environment and Development (Overview and Scrutiny) Committee June 2019	Local Development Scheme 2019	<p>OFFICER: Ashley Baldwin, Spatial Policy and Delivery Manager Tel: 01543 308147</p> <p>CABINET MEMBER: Deputy Leader and Cabinet Member for Investment, Economic Growth & Tourism</p>

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*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	OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012 CABINET MEMBER: 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	OFFICER: Richard King, Director of Place and Community Tel: 01543 308060 CABINET MEMBER: 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	Consultant's report	OFFICER: Pat Leybourne, Head of Revenues, Benefits and Customer Services Tel: 01543

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						308921 CABINET MEMBER: Cabinet Member for Customer Services & Innovation
*Approval to fund Replacement Combined Heat and Power Unit	Open	To approve funding	Cabinet 8 Oct 2019		Burntwood Leisure Centre CHP Proposal	OFFICER: Richard King, Director of Place and Community Tel: 01543 308060 CABINET MEMBER: Cabinet Member for Recycling & Leisure
*To approve the loan out, disposal and acquisition policies relating to the Lichfield Museum Collection	Open	To approve the policies.	Cabinet 8 Oct 2019	Internal consultation has taken place.	3 policies including appendix 1 – loan agreement form	OFFICER: Craig Jordan, Head of Economic Growth Tel: 01543 308202 CABINET MEMBER: Deputy Leader and Cabinet Member for Investment, Economic Growth & Tourism

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*Medium Term Financial Strategy (Revenue and Capital) 2018-23	Open	<p>To note the progress on the development of the Medium Term Financial Strategy.</p> <p>To approve the commencement of the Budget Consultation Exercise for 2020/21 to comply with the statutory requirement.</p>	Cabinet 8 Oct 2019		Medium Term Financial Strategy 2018-2023. Money Matters Report for 3 and 6 Months.	<p>OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012</p> <p>CABINET MEMBER: Cabinet Member for Finance and Procurement</p>
*Property Investment	Fully exempt	To approve the property investment outlined within the report	Cabinet 8 Oct 2019	Strategic O&S on 12/09/2019		<p>OFFICER: Billy Webster, Assistant Chief Executive Tel: 01543 308225</p> <p>CABINET MEMBER: Deputy Leader and Cabinet Member for Investment, Economic Growth & Tourism</p>

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*Options for Legal Services	Open	To consider options for legal service provision for LDC	Cabinet 12 Nov 2019			OFFICER: Christie Tims, Head of Corporate Services Tel: 01543 308100, Neil Turner, Director of Transformation & Resources Tel: 01543 308761 CABINET MEMBER: Cabinet Member for Legal & Regulatory
**Changes to the Housing Options service	Open	To approve new arrangements for the administration of the housing register and allocation scheme for social housing	Cabinet 12 Nov 2019	Community, Housing and Health Overview and scrutiny committee 12 th September 2018 and 17 th October 2019	Community, Housing and Health Overview and scrutiny committee report 17 th October 2019 Cabinet report on the Allocations Scheme 9 th October 2018	OFFICER: Lucy Robinson, Housing & Wellbeing Manager Tel: 01543 308710 CABINET MEMBER: Cabinet Member for Communities & Housing

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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	OFFICER: Ashley Baldwin, Spatial Policy and Delivery Manager Tel: 01543 308147 CABINET MEMBER: Deputy Leader and Cabinet Member for Investment, Economic Growth & Tourism
*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.		OFFICER: Elizabeth Barton, Corporate Communications & 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 &

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						Resources Tel: 01543 308761 CABINET MEMBER: Cabinet Member for Customer Services & Innovation
*Calculation of Business Rates 2020/21, Council Tax Base for 2020/21 and the projected Collection Funded Surplus/Deficit for 2019/20	Open	To approve the calculation of the Council Taxbase for 2020/21. To delegate authority 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.	Cabinet 3 Dec 2019	No consultation statutory calculations.	Local Government Acts 1988, 1992 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 Procurement
**Homelessness and	Open	Approval of the	Cabinet	All key stakeholders		OFFICER:

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Rough Sleeping		Homelessness and Rough Sleeping sections of the Draft Housing, Homelessness and Rough Sleeping Strategy 2019-2024	3 Dec 2019	including Registered Providers. Homelessness Forum 11 th September 2019. Community, Housing and Health Overview and Scrutiny Committee 17 th October 2019	Homelessness and Rough Sleeping sections. Community, Housing and Health Overview and Scrutiny Committee report 17th October 2019	Lucy Robinson, Housing & Wellbeing Manager Tel: 01543 308710 CABINET MEMBER: Cabinet Member for Communities & Housing
*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.	OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012 CABINET MEMBER: Cabinet Member for Finance and Procurement
*Medium Term Financial Strategy (Revenue and Capital) 2018-23	Open	To approve and recommend to the Council:	Cabinet 11 Feb 2020	Strategic (Overview & Scrutiny) Committee 28 January 2020. Audit and Member	Medium Term Financial Strategy 2018-2023.	OFFICER: Anthony Thomas, Head of Finance and Procurement Tel:

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		The MTFS including the Revenue Budget and Capital Programme. The MRP Policy. Treasury Management Strategy. Prudential Indicators.		Standards Committee 5 February 2020.	Money Matters Report for 3, 6 and 8 Months.	01543 308012 CABINET MEMBER: Cabinet Member for Finance and Procurement
**Housing, Homelessness and Rough Sleeping Strategy 2019-2024	Open	Approval of the Housing, Homelessness and Rough Sleeping Strategy 2019-2024	Cabinet 11 Feb 2020	All key stakeholders including Registered Providers. Homelessness Forum 11 th September 2019. Community, Housing and Health Overview and Scrutiny Committee 17 th October 2019	Draft Housing, Homelessness and Rough Sleeping Strategy 2019-2024	OFFICER: Lucy Robinson, Housing & Wellbeing Manager Tel: 01543 308710 CABINET MEMBER: Cabinet Member for Communities & Housing
*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.	OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012 CABINET MEMBER:

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						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