

**LICHFIELD DISTRICT
COUNCIL**

FORWARD PLAN

Published: 02.11.2020

Updated 17.11.2020

**Effective for the Period 1 November
2020 – 28 February 2021**

**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 setting the Council Tax
 2. Expenditure or savings if they exceed £75,000
 3. A decision which significantly affects the community in two or more wards

MATTER FOR CABINET DECISION (PLEASE MARK KEY DECISIONS WITH AN ASTERIX) ^{(1)(*)}	CONFIDENTIAL YES/NO ⁽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⁾
*Calculation of Business Rates 2021/22, Council Tax Base for 2021/22 and the projected Collection Funded Surplus/Deficit for 2020/21	No	To approve the calculation of the Council Taxbase for 2021/22 To delegate authority to the Cabinet Member and Chief Financial Officer to complete and certify	Cabinet 1 Dec 2020	No consultation Statutory calculations	<ul style="list-style-type: none"> • Local Government Acts 1988, 1992 and 2003. • Local Authorities (Calculation of Council Taxbase) Regulations 1992. • Money Matters 	<p>OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012</p> <p>CABINET MEMBER: Cabinet Member for Finance, Procurement, Customer Services</p>

* DENOTES KEY DECISION

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⁾
		<p>the NNDR1 for 2021/22 on behalf of the Council.</p> <p>To note the projected Council Tax and Business Rates Collection Fund surplus or deficit for 2020/21.</p>			Reports.	and Revenues & Benefits
*Money Matters 2020/21 : Review of the Financial Performance against the Financial Strategy April to September 2020	No	To note the report and the issues raised on this.	Cabinet 1 Dec 2020	Strategic (Overview and Scrutiny) Committee – briefing paper on performance.	Medium Term Financial Strategy 2019-2024 Money Matters Report for 3 Months	<p>OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012</p> <p>CABINET MEMBER: Cabinet Member for Finance, Procurement, Customer Services and Revenues & Benefits</p>
Approval of the Procurement Strategy	No	To approve the Procurement Strategy	Cabinet 1 Dec 2020	Strategic (overview and Scrutiny) Committee 19 November 2020	Procurement Strategy	<p>OFFICER: Anthony Thomas, Head of Finance and</p>

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						Procurement Tel: 01543 308012 CABINET MEMBER: Cabinet Member for Finance, Procurement, Customer Services and Revenues & Benefits
Digital Strategy	No	To approve the Council's Digital Strategy	Cabinet 1 Dec 2020	Strategic (O&S) Committee – 19 November 2020	Cabinet Report	OFFICER: Kim Rennie, Interim Head of Corporate Services CABINET MEMBER: Cabinet Member for Innovation, Commercialisation & Corporate Services
*Appointment of Commercial Property Advisors	No	To note the report and the issues raised on this.	Cabinet 12 Jan 2021	Strategic (Overview and Scrutiny) Committee – briefing paper on performance.	Medium Term Financial Strategy 2019-2024 Money Matters Report for 3	OFFICER: Helen Bielby Major Development Projects Manager CABINET MEMBER:

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					Months	Cabinet Member for Finance, Procurement, Customer Services and Revenues & Benefits
*Lichfield Garrick Theatre Agreement	No	The agreement between Lichfield District Council and Lichfield Garrick Theatre Trust for the operation of Lichfield Garrick Theatre.	Cabinet 9 Feb 2021			OFFICER: Ben Percival, Head of Operational Services CABINET MEMBER: Cabinet Member for Leisure, Parks and Waste
Lichfield Local Plan Review - Publication version (Regulation 19)	No	To approve the Local Plan Review Publication Version (regulation 19) for formal consultation for 6 weeks	Cabinet 9 Feb 2021	A report was considered and supported on 12th May 2020 by Cabinet for the next steps proposed for the Local Plan Review and provided delegated powers to revise the Local development Scheme timetable providing the Submission version is submitted by Spring 2021.	Scope Issues & Options Local Plan review consultation April 2018, Preferred Options & Policy Directions Local Plan review January 2019. Preferred Options Local Plan Review	OFFICER: Philip Stephenson, Spatial Policy and Delivery Officer CABINET MEMBER: Deputy Leader and Cabinet Member for Visitor Economy & Local Plan

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				A report will be submitted to EGED (O&S) Committee on 26 January 2021.	November 2019. Evidence base on the Lichfield District Council website.	
*Money Matters 2020/21: Review of the Financial Performance against the Financial Strategy April to November 2020	No	To note the report and the issues raised on this.	Cabinet 9 Feb 2021	Strategic (Overview and Scrutiny) Committee - briefing paper on performance.	Medium Term Financial Strategy 2019-2024 Money Matters Report for 3 and 6 Months.	OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012 CABINET MEMBER: Cabinet Member for Finance, Procurement, Customer Services and Revenues & Benefits
*Medium Term Financial Strategy (Revenue and Capital)	No	To approve and recommend to Council: • The MTFs including the Revenue Budget and Capital	Cabinet 9 Feb 2021	Strategic (Overview and Scrutiny) Committee 27 January 2021 Audit and Member Standards Committee 3 February 2021	Medium Term Financial Strategy 2020-2025 Money Matters Report for 3, 6 and 8 Months.	OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012 CABINET MEMBER:

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		Programme. • The MRP Policy. • Treasury Management Strategy. • Prudential Indicators.				Cabinet Member for Finance, Procurement, Customer Services and Revenues & Benefits
*Medium Term Financial Strategy (Revenue and Capital)	No	To approve: • The MTFS including the Revenue Budget and Capital Programme. • The MRP Policy. • Treasury Management Strategy. • The Council Tax Resolution. • Prudential Indicators.	Council 16 Feb 2021	Strategic (Overview and Scrutiny) Committee Audit and Member Standards Committee Cabinet	Medium Term Financial Strategy 2020-2025 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, Procurement, Customer Services and Revenues & Benefits
Housing Assistance Policy Review	No	Approval of a revised Housing Assistance Policy	Cabinet 13 Apr 2021	Community, Housing and Health (O&S) Committee - 14 January 2021		OFFICER: Lucy Robinson, Housing & Wellbeing Manager Tel: 01543 308710

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						CABINET MEMBER: Cabinet Member for Regulatory, Housing & Health

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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