

**LICHFIELD DISTRICT
COUNCIL**

FORWARD PLAN

Published: 22.09.2021

Effective for the Period 1 October 2021
– 31 January 2022

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⁾
*Procurement of Agency Staffing Contracts	No	Procurement of the supply of agency staff for Operational Services.	Cabinet 5 Oct 2021			OFFICER: Clair Johnson, Procurement Manager CABINET MEMBER: Cabinet Member for Climate Change & Recycling

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Decision Statement regarding Hammerwich Neighbourhood Plan proceeding to Referendum	No	Report on the examination of the Hammerwich Neighbourhood Plan including the Decision Statement regarding the Plan proceeding to Referendum.	Cabinet 5 Oct 2021	A number of rounds of consultation have been undertaken on the emerging Neighbourhood Plan. Neighbourhood Plan progress reported to Overview & Scrutiny Committee on regular basis.	Hammerwich Neighbourhood Plan, Hammerwich Neighbourhood Plan Examination Report, Decision Statement regarding Hammerwich neighbourhood Plan proceeding to referendum	OFFICER: Patrick Jervis, Principal Spatial Policy and Delivery Officer Tel: 01543 308196 CABINET MEMBER: Deputy Leader and Cabinet Member for Economic Development and Local Plan, Parks & Leisure
Acceptance of £75,000 from HM Land Registry to facilitate the transfer of the Local Land Charges Register as part of their national programme	No	Acceptance of funding from HM Land Registry	Cabinet 5 Oct 2021	N/A		OFFICER: David Darlington, Partnership Manager – Building Control and Land Charges Partners, David Darlington, Partnership Manager – Building Control and Land Charges Partners CABINET MEMBER: Cabinet Member for

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						Regulatory, Housing & Health
Car Parking Strategy	No	To note the recommendations included within the car parking strategy and agree the final strategy.	Cabinet 9 Nov 2021	Key Stakeholder events held 5th, 12th & 19th March 2021 Public consultation held between February and March 2021.	Lichfield City Centre Car Parking Strategy 2021.	OFFICER: Helen Bielby, Major Development Projects Manager Tel: 01543 308252 CABINET MEMBER: Cabinet Member for Major Projects
Community Governance Review	No	To determine the scope of a Community Governance Review for recommendation to Full Council.	Cabinet 9 Nov 2021	Regulatory and Licensing Committee		OFFICER: Christie Tims, Head of Governance and Performance Tel: 01543 308100 CABINET MEMBER: Cabinet Member for Regulatory, Housing & Health

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A Good Council	Yes	Future operating model for the Council.	Cabinet 9 Nov 2021			OFFICER: Tracey Tudor, Head of Corporate Services CABINET MEMBER: Leader of the Council
*Procurement for the Provision of Road Sweeping Services	No	To approve the procurement of the contract and delegate the approval to award (and use of any options to extend) to the Cabinet Member.	Cabinet 9 Nov 2021			OFFICER: Clair Johnson, Procurement Manager CABINET MEMBER: Cabinet Member for Finance, Procurement and Revenues & Benefits
*Dual Stream Recycling - supply of containers	No	To appoint a contractor to supply containers for the dual-stream recycling service.	Cabinet 9 Nov 2021			OFFICER: Ben Percival, Head of Operational Services CABINET MEMBER: Cabinet Member for Climate Change & Recycling

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Public Realm Strategy	No	To receive the public realm strategy, to note the recommendations included within the public realm strategy and agree the final strategy.	Cabinet 7 Dec 2021	Key Stakeholder events held 5th, 12th & 19th March 2021 Additional Stakeholder meetings held with consultants – May 2021 Public consultation event held between 21/06/21-02/07/21 Lichfield City Centre Masterplan Task & Finish Group 27/07/21	Lichfield City Centre Public Realm Strategy	OFFICER: Helen Bielby, Major Development Projects Manager Tel: 01543 308252 CABINET MEMBER: Cabinet Member for Regulatory, Housing & Health
*Future of Lichfield Housing Limited	No	To provide options on the future of the Council's limited company for Cabinet to make recommendations to Full Council.	Cabinet 7 Dec 2021	Overview & Scrutiny Committee		OFFICER: Simon Fletcher, Chief Executive CABINET MEMBER: Cabinet Member for Innovation & Corporate Services

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*Calculation of Business Rates 2022/23, Council Tax Base for 2022/23 and the projected Collection Funded Surplus / Deficit for 2021/22	No	<p>To approve the calculation of the Council Taxbase for 2022/23</p> <p>To delegate authority to the Cabinet Member and Chief Financial Officer to complete and certify the NNDR1 for 2022/23 on behalf of the Council.</p> <p>To note the projected Council Tax and Business Rates Collection Fund surplus or deficit for 2021/22.</p>	Cabinet 7 Dec 2021		<ul style="list-style-type: none"> • Local Government Acts 1988, 1992 and 2003. • Local Authorities (Calculation of Council Taxbase) Regulations 1992. • Money Matters Reports. 	<p>OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012</p> <p>CABINET MEMBER: Cabinet Member for Finance, Procurement and Revenues & Benefits</p>
*Money Matters 2021/22 : Review of the Financial Performance against the Financial Strategy April to September 2021	No	To note the report and the issues raised on this	Cabinet 7 Dec 2021	Overview & Scrutiny Committee	Medium Term Financial Strategy 2020-2025 Money Matters Report for 3 Months	<p>OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012</p> <p>CABINET MEMBER:</p>

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						Cabinet Member for Finance, Procurement and Revenues & Benefits
*Lichfield Local Plan Review - Publication version (Regulation 19) – Report on consultation responses	No	To note the Local Plan Review Publication Version (regulation 19) for formal consultation and updates on evidence base and support the proposed responses to be forwarded to Planning Inspectorate (PINS) to accompany the Submission version of the Local Plan.	Cabinet 7 Dec 2021	Results of consultation to be reported to 18th November 2021 Strategic Overview & Scrutiny.	Scope Issues & Options Local Plan review consultation April 2018; Preferred Options & Policy Directions Local Plan review January 2019; Preferred Options Local Plan Review November 2019; Local Plan 2040 Publication (Reg 19 Consultation; Evidence base on the Lichfield District Council website considered by Local Plan sub group	<p>OFFICER: Stephen Stray, Senior Policy Officer - Temporary</p> <p>CABINET MEMBER: Deputy Leader and Cabinet Member for Economic Development and Local Plan, Parks & Leisure</p>

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*Community Infrastructure Levy – Assessment of Strategic bids	No	To agree to the allocation of CIL strategic funds to those projects recommend for support following the bid assessment process.	Cabinet 7 Dec 2021	Officer report on bids assessment to be presented to Strategic Overview & Scrutiny on 18th November 2021.	Cabinet resolved at Cabinet on the 8th June 2021 to revise the CIL bid assessment process and to open a new bidding round in the summer of 2021. The bids are appended together with bid assessment.	OFFICER: Stephen Stray, Senior Policy Officer - Temporary CABINET MEMBER: Deputy Leader and Cabinet Member for Economic Development and Local Plan, Parks & Leisure
*Procurement for the Provision of Fuel Supplies	No	To approve the procurement of the contract and delegate the approval to award (and use of any options to extend) to the Cabinet Member.	Cabinet 11 Jan 2022			OFFICER: Clair Johnson, Procurement Manager CABINET MEMBER: Cabinet Member for Finance, Procurement and Revenues & Benefits

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*Medium Term Financial Strategy (Revenue and Capital)	No	To approve and recommend to Council	Cabinet 8 Feb 2022	Overview and Scrutiny Committee Audit and Member Standards Committee	Medium Term Financial Strategy 2021-2026	<p>OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012</p> <p>CABINET MEMBER: Cabinet Member for Finance, Procurement and Revenues & Benefits</p>
*Money Matters 2021/22 : Review of the Financial Performance against the Financial Strategy April to November 2021	No	To note the report and the issues raised on this	Cabinet 8 Feb 2022	Overview & Scrutiny Committee	Medium Term Financial Strategy 2020-2025 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, Procurement and Revenues & Benefits</p>

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*Medium Term Financial Strategy (Revenue and Capital)	No	To approve: <ul style="list-style-type: none"> • The MTFS including the Revenue Budget and Capital Programme. • The MRP Policy. • Treasury Management Strategy. • The Council Tax Resolution. 	Council 22 Feb 2022	Strategic (Overview and Scrutiny) Committee Audit and Member Standards Committee Cabinet	Medium Term Financial Strategy 2021-2026 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 and Revenues & Benefits
*Procurement Forward Plan 2022/23	No	Details of the procurement activities forward plan for 2022/23.	Cabinet 8 Mar 2022			OFFICER: Clair Johnson, Procurement Manager CABINET MEMBER: Cabinet Member for Finance, Procurement and Revenues & Benefits

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Procurement Matters 2021/2022	No	Update on progress made against the Procurement Strategy during 2021/22.	Cabinet 7 Jun 2022			OFFICER: Clair Johnson, Procurement Manager CABINET MEMBER: Cabinet Member for Finance, Procurement and Revenues & Benefits

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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