

**LICHFIELD DISTRICT
COUNCIL**

FORWARD PLAN

Published: 17.12.2021

Effective for the Period 1 December
2021 – 30 April 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⁾
*Calculation of Business Rates 2022/23, Council Tax Base for 2022/23 and the projected Collection Funded Surplus / Deficit for 2021/22	No	To approve the calculation of the Council Taxbase for 2022/23 To delegate authority to the Cabinet Member and Chief Financial Officer to complete and certify	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. 	<p>OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012</p> <p>CABINET MEMBER: Cabinet Member for Finance, Procurement and Revenues &</p>

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		<p>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>			<ul style="list-style-type: none"> • Money Matters Reports. 	Benefits
*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: Clair Johnson, Procurement Manager</p> <p>CABINET MEMBER: Cabinet Member for Finance, Procurement and Revenues & Benefits</p>

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*Local Plan 2040 - Submission	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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Hammerwich Neighbourhood Plan final decision statement	No	Decision to adopt (or make) the Hammerwich Neighbourhood Plan as part of the development plan in Lichfield District subject to a successful referendum to be held on 16th December 2021.	Cabinet Member Decision 23 Dec 2021	Decision to proceed the Hammerwich Neighbourhood Plan to referendum was reported to Cabinet in October 2021.	Hammerwich Neighbourhood Plan Referendum Version Hammerwich Neighbourhood Plan regulation 19 decision statement	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
*Contract Award for Fire Prevention Works	No	Contract Award for Fire Prevention Works (Cabinet Member Decision)	Cabinet Member Decision 5th Jan 2022			OFFICER: Clair Johnson, Procurement Manager CABINET MEMBER: Cabinet Member for Innovation & Corporate Services

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*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 8 Feb 2022			OFFICER: Clair Johnson, Procurement Manager CABINET MEMBER: Cabinet Member for Finance, Procurement and Revenues & Benefits
Performance Management update	No	Update on key priorities, corporate indicators and performance to deliver our strategic plan.	Cabinet 8 Feb 2022			OFFICER: Christie Tims, Head of Governance and Performance Tel: 01543 308100 CABINET MEMBER: Cabinet Member for Innovation & Corporate Services
Birmingham Road site – Procurement & Delivery	No	To agree the procurement route for the development of the Birmingham Road site.	Cabinet 8 Feb 2022	Task & Finish Group 9 December 2021		OFFICER: David Moore, Interim Director CABINET MEMBER: Leader of the Council

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Acquisition of land at The Friary, Lichfield (University car park)	No (public report with confidential appendix)	To agree the proposed terms for the acquisition of land at The Friary (University car park).	Cabinet 8 Feb 2022			OFFICER: David Moore, Interim Director 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 8 Feb 2022		Road Sweeper report LDC-135	OFFICER: Clair Johnson, Procurement Manager CABINET MEMBER: Cabinet Member for Finance, Procurement and Revenues & Benefits
*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	OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012 CABINET MEMBER: Cabinet Member for

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						Finance, Procurement and Revenues & Benefits
*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	OFFICER: Anthony Thomas, Head of Finance and Procurement Tel: 01543 308012 CABINET MEMBER: Cabinet Member for Finance, Procurement and Revenues & Benefits
*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 8 Feb 2022	Officer report on bids assessment to be presented to Strategic Overview & Scrutiny on 27th January 2022.	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	OFFICER: Stephen Stray, Senior Policy Officer - Temporary CABINET MEMBER: Deputy Leader and Cabinet Member for Economic Development and Local Plan, Parks &

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					are appended together with bid assessment.	Leisure
*Conversion of 36A Bore street, Lichfield.	No	Report sets out the proposal to convert 36A Bore Street into 5 studio apartments.	Cabinet 8 Feb 2022		<p>Report on conversion proposal.</p> <p>Planning application 21/01261/FUL Conversion of existing residential accommodation on the first and second floor to form 5 self-contained studio apartments 36A Bore Street Lichfield Staffordshire WS13 6LU</p>	<p>OFFICER: Lucy Robinson, Housing & Wellbeing Manager Tel: 01543 308710</p> <p>CABINET MEMBER: Cabinet Member for Regulatory, Housing & Health</p>

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*Delivery of Disabled Facilities Grants	Yes	This report provides details on the future delivery of Disabled Facilities Grants.	Cabinet 8 Feb 2022	Discussions have taken place with the Cabinet Member along with other delivery partners in Staffordshire.	Report on Disabled Facilities Grants service delivery Support for Independent Living In Staffordshire options appraisal report	OFFICER: Lucy Robinson, Housing & Wellbeing Manager Tel: 01543 308710 CABINET MEMBER: Cabinet Member for Regulatory, Housing & Health
*Cannock Chase Special Area of Conservation (SAC) – Revised Memorandum of Understanding relating to the impact of residential development on the Cannock Chase Special Area of Conservation	No	That the revised Cannock Chase Special Area of Conservation (SAC) 'Memorandum of Understanding' and associated 'Finance Agreement' between the members of the Cannock Chase SAC Partnership be agreed and signed by the Cabinet Member for Economic Development, Leisure and Local Plan	Cabinet 8 Feb 2022	Cllr Eadie as Joint Strategic Board member of the Cannock chase Partnership. Local Plan task group has considered the Planning Evidence Base Report (PEBR) by Footprint Ecology which underpins the revised MOU and forms part of the Local Plan Evidence Base. Overview & Scrutiny 20th	Planning Evidence Base Report (PEBR) by Footprint Ecology.	OFFICER: Stephen Stray, Senior Policy Officer - Temporary CABINET MEMBER: Deputy Leader and Cabinet Member for Economic Development and Local Plan, Parks & Leisure

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				Jan 2022.		
*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