

**LICHFIELD DISTRICT
COUNCIL**

FORWARD PLAN

Published: 28.11.2022

Effective for the Period 1 November
2022 – 31 March 2023

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⁾
IT Hardware Replacement	No	Award of contract for supply of replacement IT hardware.	Cabinet Member Decision 7 Nov 2022	Staff have been involved in testing alternative IT hardware products.	Procurement documents.	OFFICER: Christie Tims, Chief Operating Officer Tel: 01543 308100, Lizzie Barton, Assistant Director - Customer, Residents & Business Services, Sarah Carrington, Procurement Manager

* 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⁾
						CABINET MEMBER: Cabinet Member for Finance and Commissioning
*IT Strategy - scaffolding and interim support	Yes	Future options for ICT provision.	Cabinet Member Decision Nov 2022			OFFICER: Christie Tims, Chief Operating Officer Tel: 01543 308100 CABINET MEMBER: Cabinet Member for Finance and Commissioning
*Supply of Mobile Telephones Connection and Associated Voice and Data Services	No	Award of contract to supply goods and services.	Cabinet Member Decision Nov 2022	Replacement and optimisation of existing contract.	Procurement documents	OFFICER: Kevin Sleeman, Information & Communications Technology Manager Tel: 01543 308120 CABINET MEMBER: Cabinet Member for Finance and Commissioning

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*Printing Services - Council Tax	No	To approve the award of contract for Council Tax Printing Services	Cabinet Member Decision 28 Nov 2022	N/A	N/A	OFFICER: Sarah Carrington, Procurement Manager CABINET MEMBER: Cabinet Member for Finance and Commissioning
*Calculation of Business Rates 2023/24, Council Tax Base for 2023/24 and the projected Collection Funded Surplus / Deficit for 2022/23	No	To approve the calculation of the Council Taxbase for 2023/24 To delegate authority to the Cabinet Member and Chief Financial Officer to complete and certify the NNDR1 for 2023/24 on behalf of the Council. To note the projected Council Tax and Business Rates Collection Fund	Cabinet 6 Dec 2022		<ul style="list-style-type: none"> •Local Government Acts 1988, 1992 and 2003. •Local Authorities (Calculation of Council Taxbase) Regulations 1992. •Money Matters Reports. 	OFFICER: Anthony Thomas, Assistant Director, Finance & Commissioning Tel: 01543 308012 CABINET MEMBER: Cabinet Member for Finance and Commissioning

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		surplus or deficit for 2022/23				
*Money Matters 2022/23 : Review of the Financial Performance against the Financial Strategy April to September 2022	No	To note the report and the issues raised on this.	Cabinet 6 Dec 2022	Overview and Scrutiny Committee		OFFICER: Anthony Thomas, Assistant Director, Finance & Commissioning Tel: 01543 308012 CABINET MEMBER: Cabinet Member for Finance and Commissioning
*Additional Resource to Deliver Preventing Homelessness & Asylum Seeker Support Activity	No	Approve additional resource proposal.	Cabinet 6 Dec 2022	N.A.	N.A.	OFFICER: Lizzie Barton, Assistant Director - Customer, Residents & Business Services CABINET MEMBER: Cabinet Member for Housing, Ecology and Climate Change

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*Incubator Space Phase 3	No	To approve the award of contract for Incubator Space Phase 3.	Cabinet Member Decision 28 Dec 2022	N.A.	N.A.	OFFICER: Andrew Rowbotham, Director of Operations / Property Services and Estates Manager CABINET MEMBER: Cabinet Member for Finance and Commissioning
*Housing pathway Scheme Contract	No	To approve the award of a framework contract for Housing pathway Scheme.	Cabinet Member Decision Jan 2023	N.A.	N.A.	OFFICER: Lucy Robinson, Housing & Wellbeing Manager Tel: 01543 308710, David Whittaker, Housing Options Manager Tel: 01543 308704 CABINET MEMBER: Cabinet Member for Housing, Ecology and Climate Change
*Provision of Fuel Supplies	No	To approve the award of a framework	Cabinet Member	N.A.	N.A.	OFFICER: Nigel Harris, General

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		contract for Fuel Supplies.	Decision 31 Jan 2023			Manager of Joint Waste Services Tel: 01543 687549, Darren Phillips, Operations Manager CABINET MEMBER: Cabinet Member for Waste & Recycling
*Money Matters 2022/23 : Review of the Financial Performance against the Financial Strategy April to November 2022	No	To note the report and the issues raised on this	Cabinet 14 Feb 2023	Overview and Scrutiny Committee	Medium Term Financial Strategy 2022-2026 Money Matters Report for 3 and 6 Months	OFFICER: Anthony Thomas, Assistant Director, Finance & Commissioning Tel: 01543 308012 CABINET MEMBER: Cabinet Member for Finance and Commissioning
*Medium Term Financial Strategy (Revenue and Capital) 2023-27	No	To approve and recommend to Council: • The MTFFS including	Cabinet 14 Feb 2023	Overview and Scrutiny Committee Audit and Member Standards Committee	Medium Term Financial Strategy 2022-2026	OFFICER: Anthony Thomas, Assistant Director, Finance & Commissioning Tel:

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		the Revenue Budget and Capital Programme. • The MRP Policy. • Treasury Management Strategy. • Prudential Indicators.			Money Matters Report for 3, 6 and 8 Months	01543 308012 CABINET MEMBER: Cabinet Member for Finance and Commissioning
*Approve New Local Council Tax Reduction Scheme (LCTRS)	No	To note the progress to date on the review.	Cabinet 14 Feb 2023	Residents, Stakeholders and Major Preceptors	Consultation documentation/results and financial modelling.	OFFICER: Lizzie Barton, Assistant Director - Customer, Residents & Business Services, Nicola Begley, Income Manager CABINET MEMBER: Cabinet Member for Finance and Commissioning
Locality Based Working	No	To consider Policy	Cabinet 14 Feb 2023			OFFICER: Simon Fletcher, Chief Executive

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						CABINET MEMBER: Cabinet Member for Community Engagement
*Review of Communications	No	To consider and determine options and recommendations arising from the review.	Cabinet 14 Feb 2023		Committee Report	OFFICER: Simon Fletcher, Chief Executive CABINET MEMBER: Leader of the Council
*To Approve a Revised Housing Allocations Scheme	No	To approve the revised Allocations Scheme and delegate authority to the Cabinet member to make future minor amendments.	Cabinet 14 Feb 2023	Consultation taking place with all registered providers that use Lichfield District Homes to advertise social rented homes in the district.	Revised allocations scheme	OFFICER: Lizzie Barton, Assistant Director - Customer, Residents & Business Services, Lucy Robinson, Housing & Wellbeing Manager Tel: 01543 308710 CABINET MEMBER: Cabinet Member for Housing, Ecology and Climate Change

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Being A Better Council - One Year Review	No		Cabinet 14 Feb 2023	N.A.	N.A.	OFFICER: Simon Fletcher, Chief Executive CABINET MEMBER: Leader of the Council
*Consideration of Contract of a replacement HGV fleet for Operational Services	No	Approve the direct award of a seven year contract to SFS Ltd to provide and maintain a fleet of heavy goods vehicles for Operational Services.	Cabinet 14 Feb 2023	Tamworth Borough Council – Joint Waste Service partner.	Appraisal of procurement options undertaken by Link Treasury Services.	OFFICER: Nigel Harris, General Manager of Joint Waste Services Tel: 01543 687549 CABINET MEMBER: Cabinet Member for Waste & Recycling
*IT Strategy	Yes	Future options for ICT provision.	Cabinet 14 Feb 2023			OFFICER: Christie Tims, Chief Operating Officer Tel: 01543 308100 CABINET MEMBER: Cabinet Member for Finance and Commissioning

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Medium Term Financial Strategy (Revenue and Capital) 2023-27 and Council Tax Resolution	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 28 Feb 2023	Overview and Scrutiny Committee Audit and Member Standards Committee Cabinet	Medium Term Financial Strategy 2022-2026 Money Matters Report for 3, 6 and 8 Months.	OFFICER: Anthony Thomas, Assistant Director, Finance & Commissioning Tel: 01543 308012 CABINET MEMBER: Cabinet Member for Finance and Commissioning
*Approve New Local Council Tax Reduction Scheme (LCTRS)	No	To approve the updated Local Council Tax Support Scheme from 1 April 2023.	Council 28 Feb 2023	Residents, Stakeholders and Major Preceptors	Consultation documentation/results and financial modelling.	OFFICER: Lizzie Barton, Assistant Director - Customer, Residents & Business Services, Nicola Begley, Income Manager CABINET MEMBER: Cabinet Member for Finance and Commissioning

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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