

**LICHFIELD DISTRICT
COUNCIL**

FORWARD PLAN

Published: 08.04.2024

Effective for the Period 1 April 2024 –
31 August 2024

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.
Telephone: 01543 308000**

- Key decisions are:
1. A decision made in connection with setting the Council Tax
 2. Expenditure or savings if they exceed £150,000
 3. A decision which significantly affects the community in two or more wards
 4. The acceptance of additional income over £150,000 will be a key decision where there are significant resource implications/obligations for the Council (as determined by the Section 151 Officer).

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⁾
*Provision of Parking Enforcement services	No	To approve the award of a contract for Parking Enforcement services to cover off street parking places.	Cabinet Member Decision April 2024	N.A.	N.A.	OFFICER: Nathan Fox, Technical Support Officer CABINET MEMBER: Cabinet Member for High Streets & Visitor Economy

* 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⁾
*Tennis Court Resurfacing at Burntwood Leisure Centre	No	Request approval to resurface the existing tennis court at Burntwood Leisure Centre using funding allocated to additional sports activities. Installation of Padel board activity at Burntwood Leisure Centre.	Cabinet Member Decision April 2024			OFFICER: Andrew Rowbotham, Director of Operations / Property Services and Estates Manager CABINET MEMBER: Deputy Leader and Cabinet Member for Leisure, Parks & Major Projects
*Supply of Mobile Telephones Connection and Associated Voice and Data Services	No	Award of contract to supply goods and services.	Cabinet Member Decision April 2024	Replacement and optimisation of existing contract.	Procurement documents	OFFICER: Kerry Dove, Chief Operating Officer CABINET MEMBER: Cabinet Member for Finance and Commissioning
Lichfield District Design Code Contract Variation	No	To agree the contract variation for the additional activities undertaken and the	Cabinet Member Decision April 2024			OFFICER: Lucy Robinson, Housing & Wellbeing Manager Tel: 01543

* 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⁾
		remaining work required on the design code to be undertaken for a fee of £25,000.				308710 CABINET MEMBER: Cabinet Member for Housing & Local Plan
Skateboard Facility at Burntwood Leisure Centre	No	To recommend to Council the inclusion of a new project in the Capital Programme for a new Skateboard Park at Burntwood Leisure Centre.	Cabinet 9 Apr 2024	Ward Members	MTFS	OFFICER: Andrew Rowbotham, Director of Operations / Property Services and Estates Manager CABINET MEMBER: Deputy Leader and Cabinet Member for Leisure, Parks & Major Projects
*Delivering Temporary Accommodation for Vulnerable Adults	No	Approve policy in connection with 'Right to Buy' and S106 funding.	Cabinet 9 Apr 2024			OFFICER: Lizzie Barton, Assistant Director - Customer, Residents & Business Services CABINET MEMBER: Cabinet Member for Housing & Local Plan

* 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⁾
*Design Code for the Birmingham Road Site	No	To approve the adoption of a Design Code for the Birmingham Road Site.	Cabinet 9 Apr 2024	Lichfield City Centre Masterplan Task Group + public consultation throughout the preparation of the Design Code.		OFFICER: John Smith, Performance and Programmes Manager Tel: 01543 308016 CABINET MEMBER: Cabinet Member for Housing & Local Plan
*Lichfield District Design Code Supplementary Planning Document	No	To approve a draft version of the Lichfield District Design Code Supplementary Planning Document for statutory consultation.	Cabinet 9 Apr 2024	N.A.	Cabinet Report	OFFICER: Lucy Robinson, Housing & Wellbeing Manager Tel: 01543 308710 CABINET MEMBER: Cabinet Member for Housing & Local Plan
*Lichfield District 2050 Strategy	Open	Note the results of the consultation on the draft Strategy and amendments made to the Strategy.	Cabinet 9 Apr 2024			OFFICER: Kerry Dove, Chief Operating Officer CABINET MEMBER:

* 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⁾
		Endorse the final Lichfield District 2050 Strategy and recommend its adoption by Full Council.				Leader of the Council
*Securing an Anchor Food & Beverage Tenant for the Cinema Complex	Part confidential	To consider tenancy options.	Cabinet 9 Apr 2024 Council 16 Apr 2024			OFFICER: Simon Fletcher, Chief Executive CABINET MEMBER: Leader of the Council
*District Council House: 36a Bore Street	No	To approve the award of contract for conversion works to 36a Bore Street.	Cabinet Member Decision April 2024	N.A.	N.A.	OFFICER: Andrew Rowbotham, Director of Operations / Property Services and Estates Manager CABINET MEMBER: Cabinet Member for Finance and Commissioning
Fees & Charges -	No	Updated park and	Cabinet	Fees and charges setting		OFFICER:

* 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⁾
Parks & Operations		operational services charges	Member Decision April 2024	with member consultation /MDN		Christie Tims, Assistant Director Operations, Regulation and Enforcement Tel: 01543 308100 CABINET MEMBER: Deputy Leader and Cabinet Member for Leisure, Parks & Major Projects
*Emergency B&B Accommodation	No	To approve the award of a framework for Emergency B&B Accommodation.	Cabinet Member Decision April 2024	N.A.	N.A.	OFFICER: Lizzie Barton, Assistant Director - Customer, Residents & Business Services CABINET MEMBER: Cabinet Member for Housing & Local Plan
Update to the CCTV Code of Practice/approval of Body Worn Video	No	To approve updates to the CCTV Code of Practice & approve a Body Worn Video	Cabinet Member Decision April 2024			OFFICER: James Johnson, Regulation & Enforcement 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⁾
Procedure		Procedure.				Christie Tims, Assistant Director Operations, Regulation and Enforcement Tel: 01543 308100 CABINET MEMBER: Cabinet Member for Community Engagement
*Fleet Procurement	Yes	Plan and specification for the LDC fleet contract commencing 2025.	Cabinet 7 May 2024	JWS		OFFICER: Christie Tims, Assistant Director Operations, Regulation and Enforcement Tel: 01543 308100 CABINET MEMBER: Cabinet Member for Waste, Recycling, Ecology & Climate Change
*District Council	No	To approve the	Cabinet			OFFICER:

* 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⁾
House: LWMTS DFG Framework		award of LWMTS Framework.	Member Decision May 2024			Andrew Rowbotham, Director of Operations / Property Services and Estates Manager CABINET MEMBER: Cabinet Member for Finance and Commissioning
*Future of the Building Control Partnership	Yes	The Central Building Control Partnership hosted by Lichfield district Council was developed on a 5 year business plan 4 and half years ago. This paper will explore options for the future funding and development of the partnership.	Cabinet 4 Jun 2024			OFFICER: Christie Tims, Assistant Director Operations, Regulation and Enforcement Tel: 01543 308100 CABINET MEMBER: Cabinet Member for Housing & Local Plan
*Money Matters 2023/24: Review of the Financial Performance against the Financial	No		Cabinet 4 Jun 2024	To note the report and the issues raised on this.	Money Matters Reports for 3, 6 and 8 Months.	OFFICER: Anthony Thomas, Assistant Director, Finance & Commissioning Tel:

* 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⁾
Strategy April to March 2024						01543 308012 CABINET MEMBER: Cabinet Member for Finance and Commissioning
*Procurement Matters: 2023/24: Review of the Performance against the Procurement Strategy	No	To note the report and the issues raised on this.	Cabinet 4 Jun 2024	Overview and Scrutiny Committee	Procurement Strategy	OFFICER: Anthony Thomas, Assistant Director, Finance & Commissioning Tel: 01543 308012 CABINET MEMBER: Cabinet Member for Finance and Commissioning
*Empty Homes	No		Cabinet 4 Jun 2024		Cabinet Report	OFFICER: Lizzie Barton, Assistant Director - Customer, Residents & Business Services CABINET MEMBER: Cabinet Member for

* 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⁾
						Housing, Ecology and Climate Change
*Street Works Permit Scheme for Lichfield District	No	To consider a proposed scheme.	Cabinet 4 Jun 2024 Council 9 Jul 2024			OFFICER: Simon Fletcher, Chief Executive CABINET MEMBER: Leader of the Council
*Corporate Debt Recovery Policy	No	To approve policy	Cabinet 4 Jun 2024	N.A.	Cabinet report	OFFICER: Lizzie Barton, Assistant Director - Customer, Residents & Business Services CABINET MEMBER: Cabinet Member for Finance and Commissioning
Disabled Facilities Grants Year 1 Review	No		Cabinet 4 Jun 2024	N.A.	Cabinet report	OFFICER: Lizzie Barton, Assistant Director - Customer, Residents

* 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⁾
						& Business Services CABINET MEMBER: Cabinet Member for Housing & Local Plan
Homelessness Giving Scheme	No		Cabinet 4 Jun 2024			OFFICER: James Johnson, Regulation & Enforcement Manager CABINET MEMBER:
*Fire Strategy and System Upgrade	No	To approve the award of contract for District Council House: Fire Strategy and System Upgrade.	Cabinet Member Decision June 2024	N.A.	N.A.	OFFICER: Andrew Rowbotham, Director of Operations / Property Services and Estates Manager CABINET MEMBER: Cabinet Member for Finance and Commissioning
*Medium Term	No	To note the progress	Cabinet	Overview and Scrutiny		OFFICER:

* 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⁾
Financial Strategy (Revenue and Capital)		on the development of the Medium Term Financial Strategy.	2 Jul 2024	Committee.	Medium Term Financial Strategy Money Matters Report for 3 and 6 Months.	Anthony Thomas, Assistant Director, Finance & Commissioning Tel: 01543 308012 CABINET MEMBER: Cabinet Member for Finance and Commissioning
*District Council House: Planning & Development of Streethay Community Centre	No	To approve the award of contract for District Council House: Streethay Community Centre Development.	Cabinet Member Decision August 2024			OFFICER: Andrew Rowbotham, Director of Operations / Property Services and Estates Manager CABINET MEMBER: Cabinet Member for Finance and Commissioning
*Money Matters 2024/25 : Review of the Financial Performance against the Financial	No	To note the report and the issues raised on this.	Cabinet 10 Sep 2024	Overview and Scrutiny Committee	Medium Term Financial Strategy	OFFICER: Anthony Thomas, Assistant Director, Finance & Commissioning Tel:

* 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⁾
Strategy April to June 2024						01543 308012 CABINET MEMBER: Cabinet Member for Finance and Commissioning
*Medium Term Financial Strategy (Revenue and Capital)	No	To note the progress on the development of the Medium Term Financial Strategy	Cabinet 8 Oct 2024	Overview and Scrutiny Committee	Medium Term Financial Strategy 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
*Money Matters 2024/25 : Review of the Financial Performance against the Financial Strategy April to September 2024	No	To note the report and the issues raised on this.	Cabinet 3 Dec 2024	Overview and Scrutiny Committee	Medium Term Financial Strategy Money Matters Report for 3 Months	OFFICER: Anthony Thomas, Assistant Director, Finance & Commissioning Tel: 01543 308012 CABINET MEMBER:

* 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 for Finance and Commissioning
*Calculation of Business Rates 2025/26, Council Tax Base for 2023/24 and the projected Collection Funded Surplus / Deficit for 2024/25	No	To approve the calculation of the Council Taxbase for 2025/26 To delegate authority to the Cabinet Member and Chief Financial Officer to complete and certify the NNDR1 for 2025/26 on behalf of the Council. To note the projected Council Tax and Business Rates Collection Fund surplus or deficit for 2024/25.	Cabinet 3 Dec 2024		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
*Money Matters 2024/25 : Review of the Financial Performance against	No	To note the report and the issues raised on this.	Cabinet 11 Feb 2025	Overview and Scrutiny Committee	Medium Term Financial Strategy Money Matters	OFFICER: Anthony Thomas, Assistant Director, Finance &

* 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⁾
the Financial Strategy April to November 2024					Report for 3 and 6 Months	Commissioning Tel: 01543 308012 CABINET MEMBER: Cabinet Member for Finance and Commissioning
*Medium Term Financial Strategy (Revenue and Capital)	No	To approve and recommend to Council: •The MTFS including the Revenue Budget and Capital Programme. •The MRP Policy. •Treasury Management Strategy. •Prudential Indicators.	Cabinet 11 Feb 2025	Overview and Scrutiny Committee - January 2025 Audit and Member Standards Committee - January/February 2025	Medium Term Financial Strategy 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
*Medium Term Financial Strategy (Revenue and Capital) and Council Tax Resolution	No	To approve: •The MTFS including the Revenue Budget and Capital Programme. •The MRP Policy.	Council 25 Feb 2025	Overview and Scrutiny Committee Audit Committee Cabinet	Medium Term Financial Strategy Money Matters Report for 3, 6 and 8 Months.	OFFICER: Anthony Thomas, Assistant Director, Finance & Commissioning Tel: 01543 308012

* 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⁾
		<ul style="list-style-type: none"> •Treasury Management Strategy. •The Council Tax Resolution. 				<p>CABINET MEMBER: Cabinet Member for Finance and Commissioning</p>

* DENOTES KEY DECISION

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