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9th September 2014

Dear Sir/Madam

**ECONOMIC GROWTH, ENVIRONMENT AND DEVELOPMENT (OVERVIEW AND SCRUTINY)
COMMITTEE**

A meeting of the above mentioned Committee has been arranged to take place on **TUESDAY 11th NOVEMBER 2014 at 6.30 PM** in the **COMMITTEE ROOM**, District Council House, Lichfield, to consider the following business.

Yours faithfully



Strategic Director

**To: Members of Economic Growth, Environment and Development (Overview and Scrutiny)
Committee**

Councillors Cox (Chairman), Drinkwater (Vice Chairman), Mrs England (Vice Chairman), Mrs Barnett, Mrs Fisher, Hogan, Isaacs, Mrs Richards, Roberts, Smedley, Mrs Stanhope MBE, and Willis-Croft

AGENDA

1. Apologies for absence
2. Declarations of Interest
3. To approve as a correct record the Minutes of the meeting held on the 24th September 2014 (copy attached)
4. Cabinet Forward Plan (copy attached)
5. Work Programme (copy attached)
6. Examination of the Basis on Which the Comments of a Parish/Town Council May Result in an Application Being Reported to Planning Committee (copy attached)
7. Local Plan Update (verbal report)
8. HS2 Update (verbal report)

Briefing Papers to be issued separately:

- Development Services Review Update

*Briefing Papers were introduced after the Overview and Scrutiny Committee Co-ordinating Group requested that the length and volume of agendas be addressed. Briefing papers, which are intended to provide Members with information on relevant issues, are an alternative to placing items on the Agenda. If Members wish a paper to be discussed it can be included on the Work Programme and scheduled for a future meeting.



**ECONOMIC GROWTH, ENVIRONMENT & DEVELOPMENT
(OVERVIEW AND SCRUTINY) COMMITTEE
24th SEPTEMBER 2014**

PRESENT

Councillors Mrs Eagland (Vice Chairman in the Chair), Mrs Barnett, Roberts, Mrs Stanhope MBE, and Willis-Croft.

APOLOGIES FOR ABSENCE: were received from Councillors Cox (Chairman), Drinkwater (Vice-Chairman), Mrs Fisher, Hogan, Isaacs and Smedley.

(In accordance with Council Procedure Rule No.17 Councillor Pritchard attended the meeting).

DECLARATIONS OF INTEREST:

There were no declarations of interest at this point of the meeting.

MINUTES

RESOLVED: That the Minutes of the Meeting held on 4th June 2014 as circulated were approved as a correct record and signed by the Chairman.

CABINET FORWARD PLAN

The Cabinet Forward Plan had been circulated and was considered in relation to the responsibilities of the Committee.

RESOLVED: That the Cabinet Forward Plan as circulated be noted.

WORK PROGRAMME

The Work Programme had been circulated and considered. It was reported that a meeting had been scheduled for 11th November 2014 to ensure all necessary Committee items would be covered during the 2014/15 Municipal year. It was also noted that the item on Parish/Town Council comments on Planning Applications item had been moved to this November meeting.

RESOLVED: That the Work Programme be noted.

LICHFIELD DISTRICT LOCAL PLAN: UPDATE

Members considered a report updating them on progress with the Lichfield District Local Plan, the preparation of Neighbourhood Plans and ongoing work to inform the production of a Community Infrastructure Levy (CIL) charging schedule.

It was reported that the legal challenge to the Local Plan, that was received earlier in the year, had been dismissed and that the Planning Inspector had made the decision to

resume Local Plan hearings between the 9th and 17th October 2014. It was reported that following these hearings, the Inspector would be issuing a final report and in doing so declare whether or not the Local Plan Strategy was sound and could be adopted.

It was noted that cross boundary work was on going in relation to the Duty to Cooperate with a revised Memorandum of Understanding (MOU) between the District Council and Tamworth and North Warwickshire Borough Councils almost complete. A separate MOU had been agreed with Birmingham in respect of its emerging Local Plan. It was reported that there was ongoing participation in a joint housing study being progressed by the GBSLEP. Members noted that the Joint Housing Study was one of three key pieces of evidence intended to inform the development of the GBSLEP Spatial Plan with the others being a Strategic Environmental Assessment/Sustainable Assessment and a Strategic Employment Sites study. It was noted that this work would not affect the progress of the District's own Local Plan but have implications for any subsequent review.

Members asked how close the District Council was to having an agreed and signed MOU with North Warwickshire. In reply it was stated that Officers were confident that this would happen soon. Under the Duty to Cooperate it was important to keep dialogue open even if a full agreement could not be found.

On the question of additional housing requirements being generated by Birmingham, members asked for reassurance from the Cabinet Member that he would not agree to unnecessary housing provision where possible. Members asked whether being in the GBSLEP had meant that this cooperation was required and it was reported that it was nothing to do with being in the GBSLEP but because the District was a neighbouring Authority to Birmingham and subject to the DtC.

It was reported that work was continuing with Neighbourhood Planning and it was noted that Hammerwich Parish Council had applied to be designated as a neighbourhood area. Fradley & Streethay Parish Council had applied to have to have two neighbourhood areas with one as Fradley and the other as Streethay. It was also reported that a formal response had been provided to the pre-submission consultation of the Alrewas Neighbourhood Plan. It was advised that many other areas were advanced in the process to be become designated Neighbourhood Areas.

Members sought reassurance that there would be no delay in entering the referendum stage of Neighbourhood Plans if an area was ready and it was reported that there would not be. When asked, it was reported that it could be of advantage to hold a feedback session through the Parish Forum as a means to evaluate the process to date.

In regards to CIL, the Committee was informed that the consultation on the Preliminary Draft Charging Schedule had been completed on the 22nd April 2014 and representations assessed. Work resulting from the representations was being undertaken to inform the next stage which would be to develop a Draft Charging Schedule.

RESOLVED: That the report be noted.

PROGRESS ON SUPPLEMENTARY PLANNING DOCUMENTS (SPD)

Members received a report updating progress of the SPDs and it was reported that the majority of the Historic Environment SPD had been agreed with the final section discussed at a meeting on the 3rd September. It was noted that it was hoped that the final agreement would be soon.

It was then reported that Cllr Mrs Stanhope had attended the last meeting of the Rural Development SPD Task Group to help consider information on flood plain matters.

It was asked what SPD Task Group would consider historic sites such as Wall and it was reported that it would be the Historic Environment SPD Task Group but it would not be site specific unless there was an issue but more a District wide policy.

RESOLVED: That the progress made to date with the respective Supplementary Planning Documents be noted.

HIGH SPEED 2 – PHASES 1 AND 2

Members received a report updating them on the Government's proposals to develop a high speed rail line. It was reported that the Select Committee stage of the Hybrid Bill's proceedings offered the opportunity to make a case before Parliament to address issues with the Bill, which covered Phase 1 of HS2.

It was reported that the Select Committee would consider the District Council's petition on the 14th October 2014 and it was noted that the Select Committee had recently undertaken a series of site visits including within Lichfield District. It was reported that at these site visits, the Select Committee met with interested parties including affected residents who were able to put their views across.

It was then reported that HS2 Limited was actively seeking to engage with petitioners to see if there was scope to address concerns raised so that petitions could potentially be withdrawn. It was noted that the District Council along with other representatives had been approached and discussions were ongoing. It was reported that a difficult decision might have to be made between agreeing a solution with HS2 Ltd knowing not all of the requested amendments would be met versus the risk of the Select Committee deciding no amendments need to be made at all.

It was noted that if the suggested amendments by the District Council and all the parties were duly addressed and deemed legally sound, the Select Committee could agree to that and there would be no need to appear before it.

RESOLVED: (i) That the position with regards to the Hybrid Bill passing through its second reading and the establishment of a Select Committee to hear evidence from petitioning bodies be noted;

(ii) That the on-going dialogue taking place between HS2 Limited and petitioners in advance of planned Select Committee appearances be noted;

(iii) That the Cabinet Member for Economic Growth and Development keep the Committee informed of any proposals put before the District Council by HS2 Ltd aimed at satisfying its petitioning points; and

(iv) That in the event that the District Council appears before the Select Committee, the Cabinet Member for Economic Growth and Development report back the proceedings to the Committee.

COMPLAINTS AND COMPLIMENTS

Members received a report giving an overview of the compliments and complaints received corporately during the last financial year with more detailed analysis of those with specific relevance to the Committee.

It was reported that there was a three stage process for complaints and it was also noted that if someone was still not satisfied that their complaints had been dealt with, they were able to make representation to the Local Government Ombudsman who would consider the complaint.

It was noted that 17 complaints were received in respect of Planning and Development with most dealt with at Stage 1 and only one complaint escalated to Stage 3. It was noted that no complaints had been passed to the Local Government Ombudsman. It was reported that the majority of the complaints focussed on the handling of planning applications and investigations into breaches of planning control.

It was found that overall it was considered a satisfactory number of complaints received especially due to the emotive nature of planning.

It was asked about the role of statutory consultees on planning applications and it was reported that they look at applications and comment within the guidelines set. Members felt that if the statutory consultee was from a County Council then elected Members of that tier of Authority should be consulted too. It was noted that there was only one elected person on the Environment Agency board.

RESOLVED: That the report be noted.

(The Meeting closed at 7.12pm)

CHAIRMAN

LICHFIELD DISTRICT COUNCIL

FORWARD PLAN

Issued: 03.11.2014

Effective for the Period 01.12.2014 – 31.03.2015

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 £50,000
 3. A decision which significantly affects the community in two or more wards

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY (If no consultation has been undertaken please briefly explain why)	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Money Matters Reports: 1) Council's Financial Performance 2014/15 for first 6 months April to		18/11/2014			Strategic (O&S) Committee	OFFICER: Mrs J Kitchen (01543) 308770 CABINET MEMBER: Councillor C Spruce (01543) 253733

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY (If no consultation has been undertaken please briefly explain why)	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
September 2014 2) Treasury Management Performance for first 6 months April to September 2014						
Friarsgate – Future Actions	To agree the future actions regarding the Friarsgate Development	02/12/2014	Presentation to Economic Growth, Environment & Development (O&S) Committee 11/11/2014		Cabinet	OFFICERS: Mr R King (01543) 308060 Miss H Cook (01543) 308252 CABINET MEMBER: Councillor M Wilcox (01283) 791761
Money Matters Reports: 1) Council's Financial Performance 2014/15 for first 6 months April to September 2014 2) Treasury		02/12/2014			Cabinet	OFFICER: Mrs J Kitchen (01543) 308770 CABINET MEMBER: Councillor C Spruce (01543) 253733

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY (If no consultation has been undertaken please briefly explain why)	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Management Performance for first 6 months April to September 2014						
Action on an Empty Property	To consider options available to bring an empty property back into use and determination of the appropriate option.	02/12/2014			Cabinet	OFFICER: Mr C Gibbins (01543) 308072 CABINET MEMBER: Councillor C Greatorex (01543) 416677
Non Domestic Rates – Discretionary rate relief	To approve changes to the existing policy	02/12/2014			Cabinet	OFFICER: Mrs J Kitchen (01543) 308770 CABINET MEMBER: Councillor C Spruce (01543) 253733

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY (If no consultation has been undertaken please briefly explain why)	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Managing the Parks Estate	To consider management arrangements of specific parks and open spaces	02/12/2014	Burntwood Town Council Leisure, Parks and Waste Management (O&S) Committee	Service Review Documents Correspondence with Parish Councils	Cabinet	OFFICER: Mr N Turner (01543) 308761 CABINET MEMBER: Councillor A F Smith (01543) 410685
Insurance Contract	To approve the letting of a contract for the Council's Insurance Policies	03/02/2015	Insurance Broker	Tender documents Tender appraisals	Cabinet	OFFICERS: Mr N Turner (01543) 308761 Mr S Langston (01543) 308107 CABINET MEMBER: Councillor A F Smith (01543) 410685

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY (If no consultation has been undertaken please briefly explain why)	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Sales and Marketing Contract	To approve the letting of a contract for sales and marketing services	03/02/2015		Tender documents Tender appraisals	Cabinet	OFFICERS: Mr N Turner (01543) 308761 Mr S Hoddinott (01543) 308825 CABINET MEMBER: Councillor A F Smith (01543) 410685
Review of Corporate Printers Contract	Award of new contract	03/02/2015	Consultation with business managers		Cabinet	OFFICER: Mr K Sleeman (01543) 308120 CABINET MEMBER: Councillor I Eadie (01543) 268157

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY (If no consultation has been undertaken please briefly explain why)	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Better Care Fund	To endorse progress on the development of the Better Care Fund for Staffordshire	03/02/2015	To be included on the Work Programme for CHH O&S in 14/15	Member decision report (reported to Council in April) Better Care Fund submission	Cabinet	OFFICER: Ms H Titterton (01543) 308700 CABINET MEMBER: Councillor C Greatorex (01543) 416677
Money Matters Reports: 1) Medium Term Financial Strategy 2) Treasury Management Policy and Strategy 3) Council's Tax Resolution 2015/16		17/02/2015			Council	OFFICER: Mrs J Kitchen (01543) 308770 CABINET MEMBER: Councillor C Spruce (01543) 253733

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY (If no consultation has been undertaken please briefly explain why)	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Exception and Exemptions Financial Regulations 2013/14		08/04/2015			Audit Committee	OFFICER: Mrs J Kitchen (01543) 308770 CABINET MEMBER: Councillor C Spruce (01543) 253733

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, an Cabinet Member alone, an Officer under Delegated Powers
7. The Officer or Member who should be contacted regarding the matter under consideration.

MEMBERS OF THE CABINET

Leader of Cabinet and Cabinet Member for Communications
Deputy Leader of Cabinet and
Cabinet Member for Economic Growth, Tourism & Development
Cabinet Member for Leisure and Parks
Cabinet Member for Community, Housing and Health
Cabinet Member for I.T. and Waste Management
Cabinet Member for Finance, Democratic and Legal Services

Councillor M. J. Wilcox

Councillor I. M. P. Pritchard
Councillor A. F. Smith
Councillor C. Greatorex
Councillor I. M. Eadie
Councillor C. J. Spruce

MEMBERS OF THE COUNCIL

Allsopp, Mrs J A
Arnold, Mrs S P
Awty, R J
Bacon, B F
Bacon, Mrs N
Barnett, Mrs S A
Bland, Mrs M P
Boyle, Mrs M G
Constable, Mrs B L
Constable, D H
Cox, R E
Derrick, B W
Drinkwater E N

Eadie, I M
Eagland, Mrs J M
Evans, Mrs C D
Fisher, Mrs H E
Flowith, Mrs L E
Greatorex, C
Hancocks, Mrs R
Heath, H R
Hogan, P
Humphreys, K P
Isaacs, D
Leytham, D J
Marshall, T

Mosson, R C
Mynott, G
Norman, S G
Pearce, A
Perkins, Mrs E C
Powell, J J R
Pritchard, I M P
Pullen, D.R.
Richards, Mrs V
Roberts, N J
Salter, D F
Smedley, D
Smith, A F

Smith, D S
Spruce, C J
Stanhope MBE, Mrs M
Strachan, R W
Taylor, S D
Thomas, T J
Tittley, M.C
Tranter, Mrs H
Walker, J T
Warfield, M A
White, A G
Wilcox, M J
Willis-Croft, K A

Wilson, B
Woodward, Mrs S E
Yeates, B W

ECONOMIC GROWTH, ENVIRONMENT AND DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE WORK PROGRAMME FOR 2014-15

Item	Sept 24th	Nov 11th	Jan 20th	Mar 12th	Details/Reasons	Link to 2014/15 One Year Action Plan	Officer	Member Lead
Policy Development								
Terms of Reference							Christine Lewis	
Local Plan – Strategy, Land Allocations and Monitoring.	✓	✓	✓	✓	<p>To receive reports on progress with the Lichfield District Local Plan.</p> <p>The Lichfield District Local Plan when finalised and adopted will establish spatial policy for Lichfield District. The Committee needs to be updated on progress with the Local Plan work which includes preparation of an overarching Strategy, Land Allocations and a Monitoring regime.</p>	<p>Prepare a Local Plan including principles of sustainable development and the protection of key built and natural environmental assets</p> <p>Deliver increased levels of affordable housing to meet varied requirements across the District</p>	Clare Eggington	

ECONOMIC GROWTH, ENVIRONMENT AND DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE WORK PROGRAMME FOR 2014-15

Item	Sept 24th	Nov 11th	Jan 20th	Mar 12th	Details/Reasons	Link to 2014/15 One Year Action Plan	Officer	Member Lead
Sustainable Development – Supplementary Planning Document	✓		✓		<p>To receive reports on the preparation of a Supplementary Planning Document related to sustainable development.</p> <p>The SPD would provide detailed guidance on what the District Council as Local Planning Authority seeks by way of sustainable development standards and links to policy contained in the emerging Lichfield District Local Plan.</p>	Prepare a Local Plan including principles of sustainable development and the protection of key built and natural environmental assets	Dan Roberts	Cllr David Smedley
Biodiversity & Development – Supplementary Planning Document	✓		✓		<p>To receive reports on the preparation of a Supplementary Planning Document related to Biodiversity and Development.</p> <p>The SPD would provide detailed guidance on what the District Council as Local Planning Authority seeks in terms of Biodiversity Off-Setting linked to development proposals. Biodiversity off-setting is a means by which the loss of existing nature conservation sites as a consequence of development proposals are suitably mitigated for in an area.</p>	<p>Prepare a Local Plan including principles of sustainable development and the protection of key built and natural environmental assets</p> <p>Deliver new/enhanced areas of nature conservation value.</p> <p>Promote the protection of valuable areas of open space and nature conservation in new schemes in line with the District's Biodiversity Action Plan</p>	Justine Lloyd	Cllr Eric Drinkwater

ECONOMIC GROWTH, ENVIRONMENT AND DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE WORK PROGRAMME FOR 2014-15

Item	Sept 24th	Nov 11th	Jan 20th	Mar 12th	Details/Reasons	Link to 2014/15 One Year Action Plan	Officer	Member Lead
Trees and Development – Supplementary Planning Document	✓		✓		<p>To receive reports on the preparation of a Supplementary Planning Document related to Trees and Woodland.</p> <p>The SPD would provide detailed guidance on how Trees and woodland should be considered as part of any future development proposals in the District.</p>	<p>Prepare a Local Plan including principles of sustainable development and the protection of key built and natural environmental assets</p>	Gareth Hare	Cllr Eric Drinkwater
Rural Development – Supplementary Planning Document	✓		✓		<p>To receive reports on the preparation of a Supplementary Planning Document related to Rural Development.</p> <p>The SPD would provide detailed guidance on how development proposals in rural areas of Lichfield District would be considered.</p>	<p>Prepare a Local Plan including principles of sustainable development and the protection of key built and natural environmental assets</p> <p>Advise and guide neighbourhood areas in bringing forward Parish and Neighbourhood Plans</p> <p>Analyse the outputs/outcomes of the rural masterplanning work, rural sustainability studies and Parish/Neighbourhood Plans carried out to inform the Local Plan</p> <p>Prepare delivery plans linked to the Lichfield and Tamworth Economic Strategy, promoting rural economic growth</p>	Heidi Hollins	Cllr Mrs Janet Eagland

ECONOMIC GROWTH, ENVIRONMENT AND DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE WORK PROGRAMME FOR 2014-15

Item	Sept 24th	Nov 11th	Jan 20th	Mar 12th	Details/Reasons	Link to 2014/15 One Year Action Plan	Officer	Member Lead
Historic Environment – Supplementary Planning Document	✓		✓		<p>To receive reports on the preparation of a Supplementary Planning Document related to the Historic Environment.</p> <p>The SPD would provide detailed guidance on how proposals relating to the Historic Environment would be considered in Lichfield District.</p>	Prepare a Local Development Framework Core Strategy (Local Plan) including principles of sustainable development and the protection of key built and natural environmental assets	Debbie Boffin	Cllr Mrs Margaret Stanhope
High Speed 2	✓	✓		*	<p>To receive information in respect of the proposals for a High Speed rail line which as a first phase would run between the West Midlands and London with potential later links to Manchester and Leeds</p> <p>The Government has confirmed its support in principle for a High Speed rail network with the initial focus being on developing a high-speed link between London and the West Midlands known as HS2. HS2 Limited is currently undertaking detailed design work and carrying out environmental assessments in order to inform a Hybrid Bill which will be presented to Parliament in late 2013.</p>	Whilst maintaining a fundamental objection to HS2, the District Council via the Local Plan for Lichfield recognises the need to identify local transport priorities. If HS2 gains the necessary parliamentary approvals the District Council working with partners will need to consider how best to maximise any benefits and these will be dependent upon improved transport connectivity	Craig Jordan	

ECONOMIC GROWTH, ENVIRONMENT AND DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE WORK PROGRAMME FOR 2014-15

Item	Sept 24th	Nov 11th	Jan 20th	Mar 12th	Details/Reasons	Link to 2014/15 One Year Action Plan	Officer	Member Lead
Friarsgate Scheme				✓	To receive updates on progress of the project	Work with developers to move forward the Friarsgate Shopping Centre Scheme Prepare delivery plans on the back of the Lichfield and Tamworth Economic Strategy aimed at supporting the role of town centres.	Helen Cook	
Conservation Area Appraisals and Management Plans	*			✓	To receive reports relating to the preparation of Conservation Area Appraisals and CA Management Plans The Authority is under a duty to review its Conservation Areas to ensure they appropriately reflect their intended status.	Conservation areas that are properly managed and that are recognised and realised, in terms of their potential, provide better places to live, can help to improve quality of life and contribute to a thriving economy.	Claire Hines	
End of Year Performance Report				✓	To receive a report on the end-of-year performance of services feeding into the Economic Growth, Environment and Development (Overview and Scrutiny) Committees areas of responsibility.		Richard King	
Performance Indicators			✓		To report the top ten issues for each directorate.	Monitoring of performance with a view to delivering continual service improvement.	Richard King	

ECONOMIC GROWTH, ENVIRONMENT AND DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE WORK PROGRAMME FOR 2014-15

Item	Sept 24th	Nov 11th	Jan 20th	Mar 12th	Details/Reasons	Link to 2014/15 One Year Action Plan	Officer	Member Lead
Update on the review of Development Services		*			<p>To receive a report on the findings of a Review of Development Services as part of the Council's Fit for the Future programme.</p> <p>Development Services is currently subject of a review as part of the Council's Fit for the Future programme. It is appropriate to report to the Committee progress with the review and key issues that are emerging.</p>	<p>The review is part of the Council's Fit for the Future programme that is intended to provide for a Council that is capable of delivering on priority themes and projects at an affordable cost to the Authority and local communities.</p>	Richard King	
Car Parking Matters including Civil Parking Enforcement			✓		<p>To receive a report on Civil Parking Enforcement in Lichfield District and possible future arrangements</p>		John Roobottom	
Parking Policy and Trends			✓		<p>To receive a report on parking policy and trends in parking usage.</p>	<p>Assisting in meeting demands for parking provision and sustaining our key centres.</p>	John Roobottom	

ECONOMIC GROWTH, ENVIRONMENT AND DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE WORK PROGRAMME FOR 2014-15

Item	Sept 24th	Nov 11th	Jan 20th	Mar 12th	Details/Reasons	Link to 2014/15 One Year Action Plan	Officer	Member Lead
Parish/Town Council comments on planning applications and referrals to Planning Committee		✓			To receive a report on the involvement of Parish and Town Council's in the planning application determination process.		Claire Billings	
Planning Charter's – GBSLEP and SSLEP	*				To receive a report on LDC compliance with Planning Charters prepared by the GBSLEP and SSLEP and reviews of the same.		Claire Billings	
Development Control Performance			*		<p>To receive a report on Development Control Performance.</p> <p>Development Control performance is an important measure of the effectiveness and efficiency of the District Council as Local Planning Authority. The results of monitoring will show the extent to which the Council is delivering a high quality and better value service in this respect.</p>	Monitoring of performance with a view to delivering continual service improvement.	Claire Billings	

ECONOMIC GROWTH, ENVIRONMENT AND DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE WORK PROGRAMME FOR 2014-15

Item	Sept 24th	Nov 11th	Jan 20th	Mar 12th	Details/Reasons	Link to 2014/15 One Year Action Plan	Officer	Member Lead
Fazeley Townscape Heritage Scheme			✓		To receive a report on the development of applications to draw down Heritage Lottery Fund support for a Townscape Heritage scheme based on Fazeley and Bonehill	The Action Plan identifies the importance of promoting sustainable development and growth, supporting our local communities and economy. The TH scheme if successful will help to address problems with important buildings in Fazeley and Bonehill which with improvement would benefit the character and appearance of the locality but also provide potential residential and commercial floorspace.	Maxine Turley	
Lichfield City Centre Business Improvement District	✓				To receive reports and briefing papers on the progress of BID proposals relating to Lichfield City Centre.		Elizabeth Thatcher	
Lichfield and Tamworth Business and Economic Partnership (BEP) Updates	*			✓	To receive reports and briefing papers on the achievements of the Lichfield and Tamworth Business and Economic Partnership (BEP) in supporting the local economy and local businesses		James Roberts	

ECONOMIC GROWTH, ENVIRONMENT AND DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE WORK PROGRAMME FOR 2014-15

Item	Sept 24th	Nov 11th	Jan 20th	Mar 12th	Details/Reasons	Link to 2014/15 One Year Action Plan	Officer	Member Lead
Infrastructure Delivery and the Community Infrastructure Levy (CIL)			✓		<p>To receive reports on progress with preparing an Infrastructure Delivery Plan for Lichfield District and associated with this arrangements for generating funding to support delivery of infrastructure through the imposition of CIL.</p> <p>In agreeing a Development Strategy for Lichfield District it is important to identify related infrastructure requirements and the means by which these will be delivered.</p>	<p>Prepare a Local Development Framework Core Strategy (Local Plan) including principles of sustainable development and the protection of key built and natural environmental assets.</p> <p>Identify local transport priorities with Staffordshire County Council and the two Local Enterprise Partnerships</p> <p>Prepare Delivery Plans on the back of the Lichfield and Tamworth Economic Strategy aimed at supporting the role of town centres</p> <p>Work with the Lichfield and Tamworth BEP and two LEP's to grow businesses and pursue economic growth.</p>	Clare Eggington	
Review of The Lichfield District's 2014 Festivals and Events Programme and Preview of 2015 Programme				✓	<p>To outline to the Committee the extent and success of the Lichfield District 2014 Festivals and Events Programme and to outline the proposed 2015 programme.</p>	<p>s that we will help 'boost business' and the local economy by supporting and delivering an extensive programme of events and festivals that builds upon the district's cultural reputation, the enthusiasm of local organisations and people and realise the potential of our historic assets and iconic locations.</p>	Lizzie Thatcher	

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Item	Sept 24th	Nov 11th	Jan 20th	Mar 12th	Details/Reasons	Link to 2014/15 One Year Action Plan	Officer	Member Lead
Mid-Year Performance Report for Development Services			✓		To receive a report on the mid-year performance of the various services feeding into the Economic Growth, Environment and Development Committee and having regard to the objectives set down in the Plan for Lichfield District and the associated One Year Action Plan.	Assessment of performance against the goals set down in the One Year Action Plan	Richard King	
Tourism issues			✓		To receive a report on the District Council's approach to tourism working with partners, its agreed objectives and key achievements to date.		Elizabeth Thatcher	
Operation of the Tourism Information Centre, Lichfield			✓		To receive a report on the operation of the Tourist Information Centre based in St Mary's, Lichfield		Elizabeth Thatcher	
Operation of the Protocol for Member Engagement in Pre-Application Planning Discussions			✓		To receive a report on the operation of the Protocol a year after its first introduction.	Implementing both the GBSLEP and the SSLEP's planning charters requires the early engagement of elected members in the planning process.	Sean Coghlan	

ECONOMIC GROWTH, ENVIRONMENT AND DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE WORK PROGRAMME FOR 2014-15

Item	Sept 24th	Nov 11th	Jan 20th	Mar 12th	Details/Reasons	Link to 2014/15 One Year Action Plan	Officer	Member Lead
Compliments and Complaints	✓				To receive report on compliments and complaints about Economic Growth, Environment and Development-related services provided by the Authority		Sean Coghlan	

ECONOMIC GROWTH, ENVIRONMENT AND DEVELOPMENT (OVERVIEW AND SCRUTINY)

COMMITTEE

Date: 11 November 2014

Agenda Item: 6

Contact Officer: Claire Billings

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SUBMISSION BY CABINET MEMBER FOR ECONOMIC GROWTH, ENVIRONMENT & DEVELOPMENT

EXAMINATION OF THE BASIS ON WHICH THE COMMENTS OF A PARISH/TOWN COUNCIL MAY RESULT IN AN APPLICATION BEING REPORTED TO PLANNING COMMITTEE

1. Purpose of Report

- 1.1 To inform the Economic Growth, Environment and Development (Overview and Scrutiny) Committee of the basis upon which the comments of a Parish/Town/City Council may result in a planning application being reported to Planning Committee for determination, and to obtain its views on whether or not they wish to recommend to the Planning Committee any changes to the Council's Constitution.

2. Summary of Issues

- 2.1 At Planning Committee on the 27 January 2014, Members resolved that a report would be prepared for consideration by the then Environment and Development (Overview & Scrutiny) Committee, to examine the basis on which the comments of a Parish /Town Council may result in an application being reported to Committee.
- 2.2 One of the criteria under the Councils' Constitution, whereby officers do not have delegated powers to determine planning applications submitted under the Town and Country Planning Act 1990 (as amended) is where the planning application gives rise to **significant planning objections from any statutory consultee or Parish/Town Council and where Officers are minded to recommend approval**. The Constitution states that if such a situation arises, then such planning application will be reported to the Planning Committee.
- 2.3 On receipt of comments that raise an objection or recommend refusal from a Parish or Town/City Council, officers do carry out an assessment of whether or not the objection is 'significant' or 'planning related' before deciding whether or not it should be reported to Planning Committee. Furthermore, if there is any element of doubt, then officers do consult with the Chairman of Planning Committee, to seek a further view or whether or not an application should be reported to Planning Committee. If the comments received relate to concerns or relay the concerns of other parties, rather than constitute the views of the Parish/Town Council, then this would not generally result in an application being reported to Planning Committee for determination. Although, it is to be appreciated that a Ward Councillor could still 'call-in' and application for consideration and determination by Planning Committee, irrelevant of the comments of the Parish/Town Council; provided it is within the call-in period set out in the Member Good Practice Protocols (for Planning Committee and Non Planning Committee Members).

- 2.4 Currently approximately 95% of all applications are determined under officer delegated powers (2012/13 and 2013/14). This favourably reflects against the national average of 91% and subsequently aids the Councils' performance in relation to National Indicators with regard to the determination of planning applications (See Briefing Paper in relation to current DC Performance). It is therefore considered that performance levels are not unduly affected by the need to report applications to Planning Committee for determination, as a result of 'significant planning objections' raised by a Parish or Town Council.
- 2.5 However, it is to be appreciated that there is more work and hence additional resource involved in reporting an application to Planning Committee, as opposed to determining under officer delegated powers. In terms of the direct cost of preparing a Committee report as opposed to a delegated officer's report, information set out in the PAS Benchmarking report (March 2013), notes that in relation to an average planning application, a Committee report/Committee decision costs some 15 times more than a Officer delegated report/decision. Such additional cost of a committee decision is not normally covered by the nationally set application fees in the case of the majority of non-major planning applications. Therefore, there is an increased cost implication in requiring more applications to be reported to Planning Committee for determination.
- 2.6 During the last financial year (beginning of April 2013 to end March 2014) there were 16 Planning Committees and, it is noted that at these committees a total of 18 applications were reported to the Committee due to significant planning objections raised by a Parish/Town Council. Appendix A includes a summary of these applications and identified the relevant Parish/Town Council who raised the objection.
- 2.8 Members are therefore asked to examine the information contained in the report above and in Appendix A and to consider whether or not the existing mechanism in place to allow applications to be reported to Planning Committee following receipt of 'significant planning objections' from a Parish/Town Council are effective or not, and consequently consider whether or not a review is needed of the Constitution to redefine when applications should be reported to Planning Committee following receipt of an objection from a Parish/Town Council.

3. Community Benefits

- 3.1 In changing the Constitution to require more applications to be considered by Planning Committee would increase the democratic process in the determination of such applications.

4. Recommendation

- 4.1 That Environment and Development (Overview and Scrutiny) consider the issues raised above in relation to Parish/Town Council objections and, determine whether or not they wish to recommend to the Planning Committee any amendments to the Council's Constitution to revise the current officer delegated powers in relation to applications where a significant planning objection is raised by a Parish/Town Council.

5. Financial Implications

- 5.1 In changing the scheme of officer delegation, this could result in an increase or decrease number of planning applications being reported to Planning Committee, which would either add or decrease the overall cost of determination of planning applications, due to the additional or reduced resource implications related thereto. It is estimated; based on the information set out in the PAS Benchmarking report (March 2013), that a Committee report/Committee decision costs some 15 times more than determining an application

under Officer delegated powers (average of £2,195.12 as opposed to £143.52); a cost which is not normally covered by the nationally set application fee in the case of the majority of non-major planning applications.

6. Plan for Lichfield District Implications

6.1 None.

7. Sustainability and Climate Change Issues

7.1 None.

8. Human Rights Issues

8.1 All planning applications are determined in accordance with the relevant provisions of the Human Rights Act, whether or not they are reported to Planning Committee for consideration.

9. Crime and Community Safety Issues

9.1 None.

10. Risk Management Issues

Risk	Likelihood/Impact	Risk Category	Countermeasure	Responsibility
Failure to report any applications where significant planning objections have been raised by a Parish/Town Council would mean that applications are not considered in accordance with the Constitution.	Low/Medium	Issuing decisions that are unlawful.	Ensure the Constitution is updated and all officers are fully conversed with the changes.	Democratic & Legal Services and Officers with regard to delegated powers including the Strategic Director of DDL; Development Executive; Development Control Manager; Principal Planning Officers.
The introduction of the changes to the Constitution to reduce the officer scheme of delegation could increase workload within the department and delays the determination of applications.	Medium/High	Reputational/Financial/not meeting National Indicators	Training of officers and ensure applications are reported early to Committee following receipt of Parish/Town Objections.	Development Control Manager

Background Documents:

Planning Committee Agenda- 27 January 2014

Planning Committee Minutes- 27 January 2014

The Council's Constitution

PAS Benchmarking- March 2013

Planning Committee Members Planning Code of Good Practice- May 2008

Non Planning Committee Members Good Practice Guidance- May 2008

APPENDIX 1

Application No.	Brief description of development	Parish/Town Council raising objection	Officer recommendation	Date of Planning Comm.	Committee Decision
14/00039/FUL	Annexe in garden	Burntwood	Approve + conditions	31/3/14	Approved
13/00932/COU	Change of use to tea room	Alrewas	Approve + conditions	10/3/14	Approved
14/00022/FUL	2-bed bungalow	Burntwood	Approve + conditions	17/2/14	Approved
13/01162/FUL	Granny Annexe	Burntwood	Approve + Conditions	6/1/14	Approved
13/01119/FUL	Works to Petrol Filling station	Alrewas	Approve + conditions	9/12/13	Approved
13/01132/FUL	Wind Turbine	Wigginton, Hopwas & Elford	Approve + conditions	9/12/13	Refused
13/01039/FUL	New Access to hotel	Lichfield	Approve + conditions	9/12/13	Refused
13/00998/FUL	Retention of outbuilding in rear garden	Burntwood	Approve + conditions	11/11/13	Refused (but subsequently 'permitted development')
13/00610/COU	Temporary car park	Lichfield	Approve + conditions	21/10/13	Approved
13/00627/COU	Change of use of agricultural building to Mausoleum	Hammerwich	Approve + conditions	9/9/13	Refused
13/00702/FUL	Variation of condition to allow other to keep horses on land	Farewell & Chorley	Approve + conditions	9/9/13	Approved
13/00530/FUL	Retention of Garden Structure	Burntwood	Approve + conditions	19/8/13	Approved
13/00699/COU	Change of use of open space to garden	Burntwood	Approve + conditions	19/8/13	Refused
11/01326/FUL	Demolition of nursery and erect 7 dwellings	Lichfield	Approve + conditions	1/7/13	Approved
13/00303/COU	Conversion to 7 apartments	Lichfield	Approve + conditions	1/7/13	Approved
13/00189/FUL	Extension to dwelling and Granny Annexe in garden	Lichfield	Approve + conditions	20/5/13	Refused
13/00339/FUL	Vary condition to allow 12 months operation of holiday park	Fradley & Streethay	Approve + conditions	20/5/13	Approved
13/00136/FUL	New office block	Burntwood	Approve + conditions	8/4/13	Approved