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12th January 2009

Dear Sir/Madam

**JOINT ENVIRONMENT AND DEVELOPMENT & PEOPLE AND PARTNERSHIPS
(OVERVIEW AND SCRUTINY) COMMITTEE**

A special meeting of the above mentioned Committee has been arranged to take place on **WEDNESDAY 20TH JANUARY 2010** at **6.30 p.m.** in the **COMMITTEE ROOM**, District Council House, Lichfield to consider the following business.

Yours faithfully



Strategic Director

To: Members of Environment and Development (Overview and Scrutiny) Committee:

Councillors White (Chairman), Isaacs (Vice Chairman), Marshall (Vice Chairman), Mrs Allsopp, Bacon, Mrs Bayliss, Bennion, Cox, Mrs Eagland, Ellis, Emery, Fryers, Mrs Hancocks, McEwan, Ms Perkins, Powell, and Walker.

Members of People and Partnerships (Overview and Scrutiny) Committee:

Councillors Hill (Chairman), Mrs Humphreys (Vice-Chairman), Love (Vice-Chairman), Mrs Bacon, Mrs Bland, Mrs Boyle, Campbell, Mrs Constable, Diggle, Finn, Fryers, Mrs Hancocks, Isaacs, Lewin, Mrs Rigby, Smedley and Wilks.



INVESTORS IN PEOPLE

Democratic, Development & Legal Services
Strategic Director Richard K King FCIS MIMgt

1. Apologies for absence
2. Declarations of Interest
3. Minutes of the Environment & Development (Overview & Scrutiny) Committee Meeting held on the 22nd September 2009 (copy attached)
4. Environment & Development (Overview & Scrutiny) Committee Work Programme and Forward Plan (copy attached)
5. Housing Viability
(presentation on an update of the Affordable Housing Viability Study by Dr Richard Fordham of Fordham Research)
6. Local Development Framework: Core Strategy Update (copy attached)
It is advised that due to the amount of information contained within the report, Members take as much time as possible to read it before the meeting.

Briefing Papers to be issued separately:

Burntwood Parks Project

HLF Parks for People Project - Confidential

*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.



ENVIRONMENT AND DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE

22nd SEPTEMBER 2009

PRESENT:

Councillors White (Chairman), Mrs Allsopp, Bacon, Mrs Bayliss, Cox, Mrs Eagland, Ellis, Emery, McEwan, Ms Perkins and Walker.

APOLOGIES FOR ABSENCE were received from Councillors Bennion, Fryers, Mrs Hancocks, Isaacs, Powell and Marshall.

(In accordance with Council Procedure No.17 Councillors, Roberts, Smith, Mrs Richards and Wilcox also attended the Meeting)

DECLARATIONS OF INTEREST:

None

MINUTES

The Minutes of the Meetings held on 16th June 2009 were taken as read, approved as a correct record and signed by the Chairman.

RESOLVED: That the Minutes of the Meeting held on 16th June 2009 be approved as a correct record.

EXCLUSION OF PUBLIC AND PRESS

RESOLVED: "That as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the following items of business, which would involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972"

IN PRIVATE

FRIARSGATE DEVELOPMENT:

The Committee received a report requesting views on whether to extend the agreement with the developer S Harrison Development Ltd or to terminate it and seek a new development partner.

The Leader of Council reported that the current Friarsgate scheme was no longer considered viable due to the recession and therefore needed to be revised and amended. He also reported that if the required revision meant that Lichfield District Council had to seek an alternative developer then it was likely that the time taken to bring

forward any scheme would take considerably longer than it would if the Authority remained with S. Harrison Developments Ltd.

The Director of Lichfield Venture reported that Advantage West Midlands had rejected the grant assistance application to contribute to the costs of relocating the Police Station. However, he assured the Committee that the Friarsgate scheme did not require public funding for the relocation of the Police Station in order for it to proceed.

He notified the Committee that if the decision was to extend the agreement with S Harrison Development Ltd there was likely that further procurement processes could be avoided, as long as the re-designed scheme stayed within the original brief and was considered reasonable. It was noted from the latest publicly available accounts (FY07/08) that S Harrison Developments Ltd were seen as financially strong. They had already invested a large amount of money and obtained agreements with parties who had a legal interest.

A detailed discussion ensued with a number of questions being raised exploring if it was in the Council's interests to extend the Development Agreement with S Harrison Developments Ltd.

A number of slides were shown to the Committee illustrating possible new layouts for a modified scheme. It was noted that any revised scheme would be subject to a public consultation.

RESOLVED; (1) That the Environment & Development (Overview & Scrutiny) Committee support the extension of the Development Agreement with S. Harrison Developments Ltd however it should be explored if Friary Outer car park can be added to the negotiations with the Developer to establish whether the Council can secure a better deal; and

(2) That it be explored if it would be possible to invite other architects to devise different options for a revised scheme.

CHAIRMAN

(Meeting finished at 8.32pm)

**ENVIRONMENT & DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE
WORK PROGRAMME 2009/10**

ITEM	20 JAN	17 MAR	JUN 2010 (Provisional)	DETAILS	REASON
LOCAL DEVELOPMENT FRAMEWORK	✓	✓	✓	To receive reports on progress with the Local Development Framework (LDF).	The Local Development Framework when finalised and adopted will establish spatial policy for Lichfield. The Committee needs to be updated on progress with the LDF work.
PLANNING OBLIGATIONS – PROGRESS REPORT		✓		To receive reports on the implementation of policy in respect of the provision of social and community facilities using developer contributions.	The Council maintains a policy of seeking developer contributions from certain types of development which can then be used to support the provision of necessary social and community facilities.
OPERATION OF THE PLANNING COMMITTEE			✓	To receive a report on the operation of the Planning Committee with specific regard to the quality of decision-making.	In 2008 revised arrangements were put in place in respect of the Council's Planning Committee. At the time, it was agreed that the arrangements would be reviewed in due course to ensure that the system was working effectively.
CONSERVATION AREA IMPROVEMENT PROGRAMME		*		To receive an update as to implementation of the programme.	The Council has committed capital monies to maintaining and where possible enhancing its rural conservation areas.

**ENVIRONMENT & DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE
WORK PROGRAMME 2009/10**

ITEM	20 JAN	17 MAR	JUN 2010 (Provisional)	DETAILS	REASON
FRIARSGATE DEVELOPMENT, LICHFIELD		✓		To receive updates on progress of this major project within Lichfield City Centre.	The Friarsgate development is of great significance to the future of Lichfield City and surrounding areas. It is important that the Committee is kept abreast of progress on implementing the project.
HERITAGE LOTTERY FUND (HLF), PARKS FOR PEOPLE PROJECT	*	*		To receive a briefing note on progress in implementing this important scheme.	The District Council working with its partner Lichfield City Council has been successful in attracting significant external funding to assist in upgrading and improving key open spaces in the centre of Lichfield City.
CLIMATE CHANGE	✓			<p>To receive a report on the outcome of consultation on a draft Climate Change Strategy and agree recommendations on the final content and wording. On the back of the Strategy determine the means of delivering on a linked Action Plan.</p> <p><i>Nb. This item is to be reported to a separate meeting involving members of the People and Partnerships (Overview and Scrutiny) Committee scheduled for 13th January 2010.</i></p>	Developing a strategic approach to climate change and then providing further details to guide decisions on energy efficiency and energy production at a local level, is a priority for the District Council.

**ENVIRONMENT & DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE
WORK PROGRAMME 2009/10**

ITEM	20 JAN	17 MAR	JUN 2010 (Provisional)	DETAILS	REASON
BURNTWOOD AVENUES PROJECT		*		To receive information regarding a major tree planting initiative aimed at key routes into and within Burntwood.	The Council is taking forward plans for improving the appearance of entrances and other key thoroughfares into and within Burntwood.
REVIEW OF REGIONAL SPATIAL STRATEGY	✓	✓		To receive updates on progress with the review of the West Midlands Regional Spatial Strategy (Phases 2 and 3).	The WMRSS forms part of the statutory Development Plan for Lichfield and is currently being revised in 3 phases.
BIRD STREET DEVELOPMENT BRIEF		✓		To receive reports on the preparation of a draft development brief to guide future development at Bird Street, Lichfield.	In advance of detailed proposals being formulated, the overall principles of development at Bird Street need to be agreed.
DEVELOPMENT CONTROL PERFORMANCE		*		To receive an update on Development Control performance over the last 6 months.	The Council is required to assess its performance in handling planning applications and in doing so address issues emerging as a result of this.
GREENS AND OPEN SPACES STRATEGY		*		To receive reports on the progress made in implementing the approved Greens and Open Spaces Strategy.	The Council has adopted a Greens and Open Spaces Strategy to guide development and management of the green realm within Lichfield District.

**ENVIRONMENT & DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE
WORK PROGRAMME 2009/10**

ITEM	20 JAN	17 MAR	JUN 2010 (Provisional)	DETAILS	REASON
PUBLIC OPEN SPACE IMPROVEMENTS – BURNTWOOD	*			To receive a briefing note on the use of Section 106 monies to support public open space improvements at Burntwood Park and Chase Terrace Memorial Park	Following concerns over anti-social behaviour being carried out in and around certain open spaces in Burntwood, a decision was taken to address the problems utilising Section 106 monies.
PLANNING ENFORCEMENT		✓		To receive a report on the Council's Planning Enforcement Policy.	Enforcing planning controls is an important part of the Council's responsibilities ensuring that the use and development of land and property is in accordance with legislation and the wishes of the Local Planning Authority.
CHASEWATER SPD		*		To receive updates on progress on bringing forward a supplementary planning document relating to Chasewater Country Park.	SPD guides decisions on the development and planning of an area, providing further detail over and above formal policies.
LOCAL LISTING		✓		To receive a briefing note on the preparation of a local listing – identifying important buildings of local importance.	Local listing allows planning authorities to identify key buildings of local importance and in doing so ensure that they are properly taken into account in the planning and development process of an area.
SHENSTONE CONSERVATION AREA APPRAISAL		✓		To receive a report on the preparation of a Conservation Area Appraisal for Shenstone, including a draft appraisal proposed to be the subject of public consultation.	The Council maintains a programme of work reviewing all Conservation Areas within the District. Conservation Area Appraisals form part of this process.

Note: ✓ Reports for Consideration
* Briefing Paper

FORWARD PLAN

VERSION 1

Issued: 17.12.2009

Effective for the Period 01.01.2010 – 30.04.2010

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
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⁾	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Operational Service Fees and Charges	Approval of Operational Services Fees and Charges	12/01/2010			Cabinet	OFFICERS: Ms J Simpson (01543) 687547 Mr A Harris (01543) 687570 CABINET MEMBER: Councillor Mrs L Flowith (01922) 453597

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Council Tax Base for 2010/2011 Collection Fund Surplus (Deficit) for 2009/2010	To approve the Council Tax Base for 2010/2011, to approve the Estimated Collection Fund Surplus/Deficit for 2009/2010.	12/01/2010	None	Council Tax Base Return CTB1 2009/2010 and Calculation Schedules	Cabinet	OFFICER: Mrs J Kitchen (01543) 308770 CABINET MEMBER: Councillor M J Wilcox (07732) 750401
Development of Shared Services within Lichfield Connects Customer Services	To put in place new Service Level Agreements to reduce costs/improve service provision by joint working with Staffordshire County Council	12/01/2010	Proposals included within Expenditure Review	Report	Cabinet	OFFICERS: Mrs R Wilson (01543) 308100 Mrs Y Williams (01543) 308738 CABINET MEMBER: Councillor C Greatorex (07808) 097468
To extend the existing IT Support Contract for three months	To approve the extension of the existing IT Support Contract for three months to allow for the completion of negotiations on the new contract.	12/01/2010			Cabinet	OFFICER: Mrs R Wilson (01543) 308100 Mr K Sleeman (01543) 308120 CABINET MEMBER: Councillor C Greatorex (07808) 097468

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Medium Term Financial Strategy	To recommend to Council the 2010/11 Revenue Budget, the proposed level of Council Tax and any other proposals to achieve a balanced budget for 3 years.	02/02/2010	Extensive	Strategic Plan 2008/12 Governments Consultation Paper and Exemplifications on Formula Grant 2009/10	Council	OFFICERS: Mrs N Dawes (01543) 308003 Mrs J Kitchen (01543) 308770 CABINET MEMBER: Councillor M J Wilcox (07732) 750401
Treasury Policy and Strategy	Approval of Treasury Policy and Strategy	02/02/2010	None	CIPFA Code of Practice CIPFA Treasury Management in the Public Services	Council	OFFICERS: Mrs J Kitchen (01543) 308770 Ms. H Sylvester (01543) 308028 CABINET MEMBER: Councillor M J Wilcox (07732) 750401
Lichfield Skatepark	To confirm site and to proceed with project.	02/02/2010	Residents Skaters Police County Council	Plans Tender Documents	Cabinet	OFFICER: Mr N Turner (01543) 308761 CABINET MEMBER: Councillor Mrs V Richards (01543) 686927

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Positive Futures and Community Sports Coach	To consider the future of the two schemes which are dependent on ongoing external funding.	02/02/2010	External Funders County Sports Partnership County Council Police	Applications for funding Progress Reports	Cabinet	OFFICER: Mr N Turner (01543) 308761 CABINET MEMBER: Councillor Mrs V Richards (01543) 686927
Sports and Physical Activity Strategy	To agree a Sports and Physical Activity Strategy for Lichfield	02/02/2010	Clubs Governing Bodies Schools	Consultation Documents	Cabinet	OFFICER: Mr N Turner (01543) 308761 CABINET MEMBER: Councillor Mrs V Richards (01543) 686927
Property Management Investment	To receive the Asset Condition Survey and to determine appropriate investment plans	02/02/2010	Premises Managers	Condition Survey	Cabinet	OFFICER: Mr D Swift (01543) 308799 CABINET MEMBER: Councillor Mrs M Stanhope (01283) 790215

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Indoor Facilities Strategy	To agree an Indoor Facilities Strategy for Lichfield District	02/02/2010		Consultation Documents	Cabinet	OFFICER: Mr N Turner (01543) 308761 CABINET MEMBER: Councillor Mrs V Richards (01543) 686927
To appoint a contractor for the Chasewater Dam engineering works	To approve the appointment of contractor for the Chasewater Dam engineering works	02/02/2010	Chasewater Dam Steering Group	Tender Documents	Cabinet	OFFICER: Mr N Turner (01543) 308761 CABINET MEMBER: Councillor Mrs V Richards (01543) 686927
Approval of the Development Agreement between the Council and S. Harrison Developments Lichfield Ltd for the Friary Outer Car Park Project	Approval of the Development Agreement between the Council and S. Harrison Developments Lichfield Ltd for the Friary Outer Car Park Project	02/03/2010	Clubs Governing Bodies Schools Local Authorities PCT Et al	Friary Outer Development Agreement	Cabinet	OFFICERS: Mr R King (01543) 308060 Mr E Jones (01543) 308251 Ms G Cheal (01543) 308201 CABINET MEMBER: Councillor N Roberts (01543) 672957

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Financial Regulations & Standing Orders	Revision of Financial Regulations & Standing Orders	02/03/2010	None		Council	OFFICERS: Mrs J Kitchen (01543) 308770 Ms. H Sylvester (01543) 308028 Ms B Nahal (01543) 308002 CABINET MEMBER: Councillor M J Wilcox (07732) 750401
To appoint a supplier for the provision of ICT Support Services	To approve the appointment of a supplier for the ICT Support Services Contract	02/03/2010		Tender Documents	Cabinet	OFFICERS: Ms R Wilson (01543) 308100 Mr K Sleeman (01543) 308120 CABINET MEMBER: Councillor C Greatorex (07808) 097468
Homelessness Prevention Initiatives	To approve the establishment of Rent Deposit Guarantee and Private Sector Leasing Schemes	02/03/2010	Lichfield & District Private Landlords' Forum	Report	Cabinet	OFFICER: Mr C Gibbins (01543) 308702 CABINET MEMBER: Councillor I Pritchard (01543) 472732

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:

Deputy Leader of Cabinet and Leisure Services Portfolio Holder
Democratic and Legal Services Portfolio Holder
Finance, Revenues and Benefits Portfolio Holder
Operational Services Portfolio Holder
Development Services Portfolio Holder
Housing, Health and Environmental Protection Portfolio Holder
Community Portfolio Holder
Organisational Development Portfolio Holder

Councillor D. S. Smith
Councillor Mrs V. Richards
Councillor Mrs M. Stanhope
Councillor M. J. Wilcox
Councillor Mrs L. E. Flowith
Councillor N. J. Roberts
Councillor I. M. P. Pritchard
Councillor Mrs H. E. Fisher
Councillor C. Greatorex