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6th October 2010

Dear Sir/Madam

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

A special meeting of the above mentioned Committee has been arranged to take place on **THURSDAY 14TH OCTOBER 2010** at **6.00 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), Strachan (Vice-Chairman), Love (Vice-Chairman), Mrs Bacon, Mrs Bland, Mrs Boyle, Campbell, Mrs Constable, Finn, Fryers, Mrs Hancocks, Isaacs, Lewin, Powell, Mrs Rigby, Smedley and Wilks.



AGENDA

1. Apologies for absence
2. Declarations of Interest
3. Minutes of the Environment & Development (Overview & Scrutiny) Committee Meeting held on the 8th June 2010 (copy attached)
4. Environment & Development (Overview & Scrutiny) Committee Work Programme and Cabinet Forward Plan (copy attached)
5. The Local Development Framework: Core Strategy: Shaping the Future of the District (to follow)

Briefing Papers to be issued separately:

NONE

*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

8th JUNE 2010

PRESENT:

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

APOLOGIES FOR ABSENCE were received from Councillors Bennion and McEwan.

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

DECLARATIONS OF INTEREST:

Councillor Mrs Hancocks declared a personal interest in item 12 as she is a Member of the Shenstone Parish Council.

Councillor Mrs Allsopp declared a personal interest in item 10 as she is a member of Lichfield Cathedral

MINUTES:

The Minutes of the Meeting held on the 17th March 2010 were taken as read, approved as a correct record and signed by the Chairman.

RESOLVED: That the Minutes of the Meetings held on the 17th March 2010 be approved as a correct record.

OVERVIEW & SCRUTINY TOOLKIT:

The Chairman introduced Sharon Ashton, Democratic Services Manager, to the meeting. She reported that the Overview & Toolkit was a document that clearly laid out the procedures and topics of Overview & Scrutiny at Lichfield District Council to aid Members in their work.

It was noted that it had been written as user friendly as possible and in plain English. She reported that the Coordinating Group comprising of all the Chairmen and Vice-Chairmen had seen and commented on the document along with Leadership Team. She also reported that training would be provided for the Toolkit for all Members by external trainers. It was asked if this training could be provided during the evening and it was noted that there would be most likely more than one session at different times in the day. The Chairman thanked Officers for their work on the Toolkit and requested Members took time reading it.

RESOLVED: That the Overview & Scrutiny Toolkit be noted.

EARLIER START TIME TO MEETINGS:

The Chairman requested views of bringing forward the start time of meetings from 6.30pm to 6.00pm. He reported that this request had come from the Leader of the Council and it was for budget reasons. There was some concern that it would make attendance at meetings difficult for those who work. However, after discussion it was made clear that the savings available from starting 30 minutes earlier would be significant.

RESOLVED: That the start time of the Environment & Development (Overview & Scrutiny) Committee meetings be 6.00pm.

TERMS OF REFERENCE:

As it was the first meeting of the municipal year, the Members received the Terms of Reference for the Committee.

RESOLVED: That the Terms of Reference for the Committee be updated to refer to the Cabinet not Executive and delete reference to Best Value Reviews.

CABINET FORWARD PLAN:

Consideration was given to the Cabinet Forward Plan and it was noted that although it was shown on the Forward Plan, there was no longer a Regional Spatial Strategy (RSS). What the Council's Development Framework might now look like would be discussed further, later in the meeting. Other key reports highlighted of relevance to the Committee were in respect of Friary Outer Car Park and Section 106 obligations in Burntwood.

RESOLVED: That the Cabinet Forward Plan be noted.

WORK PROGRAMME:

Consideration was given to the Work Programme. It was reported that it had been considered by the Overview & Scrutiny Coordinating Group and there were no conflicting items with other Committees. It was asked if an item on the potential closure of the Burntwood Waste Facility could be considered. The Chairman reassured the Committee that the proposal would be 'Called In' at the County Council but in any event any report on this item should be considered by the People & Partnerships (Overview & Scrutiny) Committee.

RESOLVED: That the submitted Work Programme be approved and amended accordingly.

LOCAL DEVELOPMENT FRAMEWORK: CORE STRATEGY UPDATE:

The Committee received a report updating it on the progress towards the preparation of the Local Development Framework Core Strategy (LDF). It was reported that since the General Election and the new coalition Government had stated its intention to abolish Regional Spatial Strategies which had implications for preparation of local spatial policy.

Other announcements had also been made recently by the Government which could impact on planning policy in Lichfield District: further guidance from Government was awaited which should be available by the end of June. It was reported that LDC was in dialogue with Government Office to gather information about the imminent guidance.

It was reported that pending the publication of guidance from Government the intention would be to present a way forward for the Council in terms of preparing a Core Strategy. Importantly, much of the essential evidence base was complete or near completion, and would inform the agreed Strategy. On this point, questions were asked regarding the evidence base relating to sports facilities, affordable housing, and Cannock Chase Special Area of Conservation (SAC).

The Committee debated and agreed that the District Council needs to be proactive and formulate a defensible plan that developments can be judged by, and that shaped the future of the District. Members were reminded that any plan should include components like employment land allocation, mineral extraction and travellers.

It was reported that the LDF Sub-Committee was due to meet the following day. The Committee agreed that the Sub-Committee was important and should continue to provide an overview of the work on the LDF. As the next step the Sub-Committee should be considering the new Government guidance when it is published.

RESOLVED; (1) That the progress on and the implications for, the preparation of the LDF Core Strategy of recent announcements at a national government level be noted; and

(2) That the LDF Sub-Committee continue to meet.

FRIARSGATE – UPDATE ON CURRENT POSITION:

The Committee received a report updating members on the progress with Friarsgate. It was reported that it had previously been agreed to extend the Development Agreement giving a new end date but with key milestones. It was also reported that the first milestone was for the developers Harrison's to submit to the Council a viability appraisal by 31st March 2010 and that this had been completed. The appraisal, which had been reviewed by the Council's advisors, stated that investment markets had improved and S Harrison Developments Ltd was happy to continue with the scheme albeit with design changes. It is hoped a preferred development partner working with Harrison's would be announced in the near future.

Members asked if the public would have an opportunity to see and comment on any revised design. It was noted that there would be a consultation as part of the planning submission.

Members also asked what the reported savings from construction cost would be and it was noted that they would be significant, although a figure was not available. It was noted that there would be reduced Section 106 contributions to reflect the economic climate however this would need to be reported to and considered by the Planning Committee.

RESOLVED; That the current position on Friarsgate be noted and a further report on progress be submitted to the Committee at its December meeting.

BIRD STREET CAR PARK REDEVELOPMENT:

The Committee received a report on the current position of the Bird Street Car Park Redevelopment project. The Committee's views were sought on the next steps for the project which would inform the Cabinet's reassessment of the scheme. It was reported that a decision needed to be made whether to proceed with the development now, or wait until after the Friarsgate scheme was complete. If the Committee decided that the project should continue, then it needed to confirm what would be needed to facilitate the project.

It was noted that the Bird Street Car Park area was sensitive, and any development should compliment the area, and its views of the Cathedral and Minster Pool. It was also noted that a development should balance the one at Friarsgate, offering something different and ensuring business was not lost in that area of the city.

After a debate, the Committee agreed that the start of the development should wait until after Friarsgate was established. To ensure that this would happen, it was important to finalise work on the development brief currently being prepared.

- RESOLVED;**
- (1) That the report be noted; and
 - (2) That Cabinet be notified of the view of the Committee that the Bird Street Car Park Redevelopment be postponed until after the completion of the Friarsgate Scheme.
 - (3) That preparation of the Development Brief for Bird Street be taken forward and completed.

REVIEW OF THE PLANNING COMMITTEE STRUCTURE – QUALITY OF DECISION MAKING:

The Committee received a report reviewing the quality of decision making of the revised Planning Committee following the reduction in number of Members on the Committee from 56 to 22, and since new Planning Committee Protocols were introduced.

It was reported that there had been a reduction in the appeals lodged since the revised structure as well as a higher appeal success rate.

It was noted that Planning training is offered to all Members although is not taken up by many. It was also noted that the training programme would be revisited.

It was asked if a review was required for the next year and it was agreed that this would be appropriate, but that this could be reported via a briefing paper.

- RESOLVED;**
- (1) That the report be noted; and
 - (2) That a review be conducted for the following year but reported as a briefing paper.

**CONSERVATION AREA APPRAISALS: ADOPTION OF
SHENSTONE CONSERVATION AREA APPRAISAL:**

The Committee received a report informing Members of the results of the consultation on the draft Shenstone Conservation Area Appraisal and seeking approval of amendments to the final draft document.

The Committee gave their approval for the appraisal and thanked Officers for their work to date.

- RESOLVED;**
- (1) That the results of the consultation be noted and approval be given for the final appraisal to be submitted to Cabinet and Council for formal ratification; and
 - (2) That the boundary changes be noted and approval be given for these amendments to the Shenstone Conservation Area boundary to be submitted to Cabinet and Council for formal ratification.

CLIMATE CHANGE:

The Chairman of the Climate Change Task Group (comprising of members of the Environment and Development and People and Partnerships (O&S) Committees), Councillor Marshall, gave the Committee an update of the work undertaken to date. It was reported that the Task Group had agreed that saving energy, whether for budgetary or environmental reasons, made sense.

It was reported that the group felt modern house designs and layouts needed to take into account energy saving. The Task Group would be meeting with officers of Development Services in the next week to discuss this in the context of current and future application of planning policy.

It was also reported that there were 10 points that the Task Group would be working though, including working with schools to educate on energy saving.

RESOLVED: That the information given be noted.

CHAIRMAN

(Meeting finished at 8.48pm)

**ENVIRONMENT & DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE
WORK PROGRAMME 2010/11**

	19 Jan	15 Mar	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.
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.
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.

**ENVIRONMENT & DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE
WORK PROGRAMME 2010/11**

	19 Jan	15 Mar	DETAILS	REASON
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 opens spaces in the centre of Lichfield City.
CLIMATE CHANGE	* (1)	✓	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.	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.
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 2010/11**

ITEM	19 Jan	15 Mar	DETAILS	REASON
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 ENTERPRISE PARTNERSHIPS	*		To receive information on the development of Local Enterprise Partnerships (LEPS) including in respect of arrangements relevant to Lichfield District.	The Government has announced the intention to formulate local enterprise partnerships in replacement for the work previously undertaken by Regional Development Agencies.

Note: ✓ Reports for Consideration
 * Briefing Paper
 * (1) Verbal Update

FORWARD PLAN

VERSION 1

Issued: 16.09.2010

Effective for the Period 01.10.2010 – 31.01.2011

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⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Review of Performance against the Financial Performance – Revenue and Capital Quarter 1 Reports YTD - July 2010/11	To report Revenue & Capital Outturn position	05/10/2010	None		Cabinet	OFFICERS: Mrs J Kitchen (01543) 308770 Ms H Sylvester (01543) 308028 CABINET MEMBER: Councillor M Wilcox (01283) 791761

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Criteria for Grants to Voluntary Organisations	To approve the recommendations made by P&P O&S regarding criteria for Grants to Voluntary Organisations	05/10/2010	P&P O&S have led on this work and have consulted with Voluntary Organisations and CVS directly and through Voice It	Draft Criteria Document	Cabinet	OFFICER: Mr S Lightfoot (01543) 308221 CABINET MEMBER: Councillor Mrs Helen Fisher (01543) 305070
Local Development Framework (LDF) Core Strategy	To consider and agree the approach to progressing the LDF Core Strategy	05/10/2010		Core Strategy Preferred Options Core Strategy Policy Directions RSS Phase 2 Proposed Changes	Cabinet	OFFICERS: Mr C Jordan (01543) 308202 Mr N Cox (01543) 308147 CABINET MEMBER: Councillor N Roberts (01543) 672957
Adopt the Recovery Policy for Council Tax and National Non-Domestic Rates	To approve the use of the Recovery Policy in the enforcement processes for Council Tax and National Non-Domestic Rate	05/10/2010	Best Practice Guidance, Stake Holders, Local Government Ombudsman, Department Managers	Draft Policy Document Draft Procedures Document Equality and Diversity Impact Assessment	Cabinet	OFFICER : Mrs J Kitchen (01543 308770) Mrs Nicola Begley (01543 308886) CABINET MEMBER: Councillor M Wilcox (01543 301901)

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Bromford Group proposals	To consider the proposals and agree a way forward	05/10/ 2010	People and Partnership Overview and Scrutiny Committee	Report	Cabinet	OFFICER: Mr C Gibbins (01543) 308702 CABINET MEMBER: Councillor I Pritchard (01543) 472732
Indoor Facilities Strategy	To agree an indoor Facilities Strategy for Lichfield District	02/11/2010		Consultation Documents	Cabinet	OFFICER: Mr N Turner (01543) 308761 CABINET MEMBER: Councillor Mrs V Richards (01543) 686927
Lichfield Skate Park	To confirm site and to proceed with project.	02/11/2010	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⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Sports and Physical Activity Strategy	To agree a Sports and Physical Activity Strategy for Lichfield	30/12/2010	Clubs Governing Bodies Schools	Consultation 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	12/01/2011	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

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 Finance, Revenues and Benefits
Deputy Leader of Cabinet and Cabinet Member for Leisure Services and Communications
Cabinet Member for Community
Cabinet Member for Operational Services and Tourism
Cabinet Member for Organisational Development
Cabinet Member for Housing, Health and Environmental Protection
Cabinet Member for Development Services
Cabinet Member for Democratic & Legal Services

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