Dear Sir/Madam

CABINET MEETING

A meeting of the Cabinet has been arranged to take place on WEDNESDAY 10 JANUARY 2018 at 6.00 PM in THE COMMITTEE ROOM, DISTRICT COUNCIL HOUSE, LICHFIELD to consider the following business.

Access to the Committee Room is via the Members’ Entrance.

Yours faithfully

Neil Turner BSc (Hons) MSc
Director of Transformation & Resources

To: Members of the Cabinet

Councillors: Wilcox (Leader), Pritchard (Deputy Leader), Eadie, Pullen, Smith and Spruce.

1. Apologies for Absence
2. Declarations of Interest
3. Performance Progress Report 2017/18 (copy attached)
4. Supplementary Planning Document – Rugeley Power Station Development Brief (copy attached)
5. Revocation of Amendments to Conservation Area Boundaries (copy attached)
7. Award of Water Supply Contract (copy attached)
8. EXCLUSION OF THE 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”

1. Executive Summary

1.1 To provide Cabinet with an update of progress against the actions and milestone highlighted in the 2017/18 Corporate Annual Action Plan on data collected to the end of the 2\textsuperscript{nd} quarter. The Performance Report is attached at Appendix A, and the Key Performance Indicators at Appendix B.

1.3 Members are invited to raise questions and comment on the Performance Report.

2. Recommendation

2.1 To note the Performance Progress Report at Appendix A and key performance indicators at Appendix B.

3. Statement of Reasons

3.1 Each year the Council adopts a One Year Action Plan which sets out the key activities and projects, measures and targets the Council intends to deliver over the coming twelve months. The Plan is adopted by Council in February of each year at the same time the budget is approved.

3.2 This plan shows progress on the delivery of the 2016-2020 Strategic Plan which underpins our vision to support; a vibrant and prosperous economy; healthy and safe communities; clean, green and welcoming places to live; and to ensure that we are a council that is fit for the future.

3.3 As well as being informed by the Strategic Plan, the Corporate Annual Action Plan influenced the development of Service Annual Action Plans which were considered by the relevant Overview and Scrutiny Committees during the January 2017 round of meetings.

3.4 The Corporate Annual Action Plan identifies the key projects, targets and milestones that reflect the most critical issues for the Council and the communities of the district. A number of key performance indicators have been adopted to ensure that the council understands the socio-economic characteristics in the district.

3.5 Performance against the CAAP is attached at Appendix A. Performance against the KPIs is attached at Appendix B.

3.6 Worthy of particular comment include the following:

- AAP1 Burntwood town centre planning permission and land assembly.
AAP2 Developments at Fradley Park.
AAP3 Improved performance with regards to DFGs.
AAP4 Successful interventions to prevent homelessness.
AAP5 Progress towards outsourcing the management and operation of leisure centres.
AAP8 Progress on implementing revenues and benefits fit for the future review.
AAP9 New O&S ways of working.
AAP10 More transactions completed on-line by customers.

But areas where further attention is required:

AAP1 Getting Friarsgate on-site.
AAP2 Cricket Lane employment allocation.
AAP5 Resolving uncertainty at Friary Grange Leisure Centre.

The following areas are also currently performing slightly below target but are now showing an upward trend:

AAP6 Planning permission for homes approved.
AAP6 Progress on new homes built.
AAP6 Progress on affordable homes built.

3.6 The Corporate Actions are risk rated. A breakdown of the performance of these factors is listed in the following table:

<table>
<thead>
<tr>
<th>Midyear position</th>
<th>Red</th>
<th>Amber</th>
<th>Green</th>
<th>Complete</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3</td>
<td>11</td>
<td>16</td>
<td>4</td>
<td>34</td>
</tr>
</tbody>
</table>

3.7 Work is underway to ensure that future performance plans are focused so that they better align with the timescales described in the Strategic Plan and the Medium Term Financial Strategy (MTFS).

Community Benefits
The effective scrutiny of performance reports and data drives performance improvement leading to direct benefits for the community through improved services and value for money based on achieving key priorities.

Views of Overview & Scrutiny
The Annual Action Plan is influenced by the Service Annual Action Plans for 2017/18 which are developed by each Head of Service in consultation with their Director and Cabinet Members relevant to their respective portfolio area. These were considered by the Overview and Scrutiny Committees during the January 2017 round of meetings. Detailed briefing notes will be provided to the relevant Overview & Scrutiny Committee (O&S) in due course.
Financial Implications

None arising directly from this report. However, one of the top ten priorities is to balance the budget within the Medium Term Financial Strategy and progress against this objective is included within the report.

Alternative Options

None.

Consultation

There has been no consultation specifically about this Performance Report. However, there has been a consultative element to several of the Actions set out.

Alignment with the Strategic Plan

The Plan for Lichfield District is the strategic plan for the District Council. It contains a range of high level objectives and aspirations. The Annual Action Plans provide more detail about the tangible activities which are planned for each financial year.

Sustainability Issues

Referred to where appropriate in the Appendix, for example the Fit for the Future Service Reviews are in part about ensuring future sustainability for Council Services and for assets which are of community benefit.

Equality & Diversity Implications

Equality and diversity implications are dealt with at an appropriate time in the delivery of the actions in the Appendix; for example an equality impact assessment was undertaken of the recommendations arising from the Revenues & Benefits Service Review and no adverse implications for groups with protected characteristics were identified.

Crime & Safety Issues

Crime and safety issues are dealt with at an appropriate time in the delivery of the action in the Appendix; for example the Locality Commissioning Board has prioritised ‘a safe community’ and investments have been made in supporting victims and witnesses (Pathway Project), early intervention for young people (Positive Futures), support for victims of anti-social behaviour (Victim Support) etc.

### 4. Risk Management

<table>
<thead>
<tr>
<th>Risk Description</th>
<th>How We Manage It</th>
<th>Severity of Risk (RYG)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Information provided to Members is too 'high level' and inadequate for robust scrutiny</td>
<td>Members can request further details or a separate report on any item referred to in the report</td>
<td>Green</td>
</tr>
</tbody>
</table>
## CORPORATE ANNUAL ACTION PLAN 2017 / 18
### Progress report

<table>
<thead>
<tr>
<th>Reference no</th>
<th>Ambitions</th>
<th>What will success look like?</th>
<th>Potential Risk RAG</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Vibrant and prosperous economy</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AAP1</td>
<td>Develop Lichfield City and Burntwood Town Centres</td>
<td>Start on site with Friarsgate by the end of 2017</td>
<td><strong>Red</strong> (from <strong>Amber</strong>)</td>
<td>Negotiations with developers are continuing. Demolition of the garage and Little Croft / Holme commenced.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Planning application considered for Burntwood Town Centre development by June 2017</td>
<td></td>
<td>Planning permission granted for Burntwood town centre site in April 2017. Section 106 agreement in negotiation.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Implement City Centre Development Partnership Strategy including:</td>
<td></td>
<td>Agreement reached with county council for TIC to be re-incorporated into St Mary’s Heritage Centre on completion of refurbishment works.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Re-integration of the tourist information centre into St Mary’s Heritage Centre.</td>
<td><strong>Green</strong></td>
<td></td>
</tr>
<tr>
<td>Reference no</td>
<td>Ambitions</td>
<td>What will success look like?</td>
<td>Potential Risk RAG</td>
<td>Progress</td>
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<td>-------------</td>
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</tr>
<tr>
<td></td>
<td>Planning application determined for new coach park by June 2017</td>
<td>Complete Red (from Green)</td>
<td>Planning permission granted in March 2017.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Submit bid for restoration of Stowe Pool to HLF by June 2017.</td>
<td></td>
<td>Bid submission delayed until early 2018.</td>
<td></td>
</tr>
<tr>
<td>AAP2</td>
<td>Encourage job creation throughout the district</td>
<td>Support the development of commercial sites at Liberty Park; Wall Island; Fradley Park.</td>
<td>Amber</td>
<td>Council continues to work with developers / owners on these three sites. At Liberty Park s106 negotiations nearing completion for phase 1. At Wall Island, reserved matters for a Research and Innovation Centre approved. At Fradley Park, Screwfix has taken occupation of a new unit of 56,000 sqm. Initial job creation of 200 rising to 700 after 5 years.</td>
</tr>
<tr>
<td></td>
<td>Review major employment allocations to facilitate development by March 2018</td>
<td>Green</td>
<td>Planning application submitted to site adjacent to this unit.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Identify and remove barriers to site assembly at Burntwood to facilitate town centre development</td>
<td>Green (from red)</td>
<td>District and county councils and developer have agreed to jointly fund costs of completing land assembly to facilitate development. Preparation works on site.</td>
<td></td>
</tr>
<tr>
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<td>Progress</td>
</tr>
<tr>
<td>--------------</td>
<td>-----------</td>
<td>-----------------------------</td>
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<td>----------</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bring forward the Cricket Lane, Lichfield employment allocation</td>
<td>Red</td>
<td>Pre-application discussions ongoing with application expected in December 2017.</td>
</tr>
</tbody>
</table>

### Healthy and safe communities

<p>| AAP3 | Ensuring a safe, warm and accessible housing stock | 95 Disabled Facilities Grant adaptions completed to allow residents to remain in their own homes. | Green | 50 adaptions have been completed and 58 disabled facilities grants approved so far, an increase on 39 on the previous year. |
|      | Countywide review of Adaptations completed by March 2018 | Green | Tenders being sought for the new service called Supporting Independent Living in Staffordshire. A new provider to be confirmed shortly with contract to go live in March 2018. |
| AAP4 | Preventing cases of homelessness | 200 cases of at-risk of homelessness prevented from becoming homeless | Green | 120 successful interventions preventing immediate risk of homelessness. 78 were completed by the council with a further 42 by CASES on our behalf. |
| AAP5 | A more active district | Delivery of actions within the Physical Activity and Sport Strategy including: Adoption of a new Joint Use Agreement at Friary Grange Leisure Centre (September 2017) | Red (from Amber) | Discussions with the school and county council are ongoing but leisure outsourcing contract has included a 12 month exit clause should leisure centre become unavailable. |</p>
<table>
<thead>
<tr>
<th>Reference no</th>
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<th>What will success look like?</th>
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<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>The transfer of the management and operation of 2 leisure centres to a leisure operator (January 2018)</td>
<td>Amber</td>
<td>Procurement process nearing completion with the expectation that preferred operator will be identified in October with go-live on 1 February 2018.</td>
</tr>
</tbody>
</table>

**Clean, green and welcoming places to live**

<table>
<thead>
<tr>
<th>AAP6</th>
<th>Implement the Local Plan and promote housing growth</th>
<th>Planning permissions granted for 1300 homes</th>
<th>Amber</th>
<th>Planning permission for 358 homes granted.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Planning permissions granted for 1300 homes</td>
<td>At least 633 homes built in accordance with the 5 year housing land supply trajectory for 2017/18</td>
<td>Amber</td>
<td>288 homes completed (45%).</td>
</tr>
<tr>
<td></td>
<td>Planning permissions granted for 1300 homes</td>
<td>At least 158 affordable homes built in accordance with the targets of the Local Plan.</td>
<td>Amber</td>
<td>Planning permission for 358 homes granted.</td>
</tr>
<tr>
<td></td>
<td>Planning permissions granted for 1300 homes</td>
<td>Strategic housing sites plan reviewed by March 2018</td>
<td>Green</td>
<td>54 affordable homes completed. 108 are due to be completed in the year. 39 units delayed to 18/19 (Greenhough Road)</td>
</tr>
<tr>
<td></td>
<td>Planning permissions granted for 1300 homes</td>
<td>Adoption of Site Allocations Plan by March 2018</td>
<td>Green</td>
<td>Barriers to Growth monitoring tool adopted and being used to inform progress on development of strategic housing sites.</td>
</tr>
<tr>
<td></td>
<td>Planning permissions granted for 1300 homes</td>
<td></td>
<td></td>
<td>Council is processing schedule 17 (habitat mitigation) consent applications. Schedule 61 (pollution control)</td>
</tr>
</tbody>
</table>

**AAP7 | Mitigating the effects on local communities and the environment**

<p>| AAP7 | Mitigating the effects on local communities and the environment | Phase 1 – Commence considering and determining applications and | Green  | Council is processing schedule 17 (habitat mitigation) consent applications. Schedule 61 (pollution control) |</p>
<table>
<thead>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>of the Government’s HS2 proposals</td>
<td>environmental health consents in line with qualifying authority status. Phase 2 – Ensure timely and meaningful responses to consultations on draft Environmental Impact Assessment and route design refinement.</td>
<td>Green</td>
<td>applications expected to start to be received in autumn. Council submitted response in August to the Environmental Statement relating to Phase 2.</td>
</tr>
</tbody>
</table>

**A council that is fit for the future**

| AAP8 | Implement Fit for the Future programme and outcomes of the Corporate Council Review | Delivery Plans implemented for the following reviews  
• Revenues and Benefits  
• Economic Development | Green (from Amber) | Actions to implement recommendations include:  
• introduction of landlords’ portal;  
• training of front line staff to enable more requests for service to be completed at the first point of contact;  
• outsourcing of printing and postage;  
• Procurement of revenues & benefits forms package to enable enhanced customer experience.  
• New team structure agreed and consultation period started | Action Plan being developed |
<table>
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<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Complete and implement new arrangements for Scrutiny</td>
<td></td>
<td>Complete</td>
<td>Council agreed in May to maintain 4 committees but terms of reference for co-ordinating group and task groups were strengthened and more regularly used.</td>
</tr>
</tbody>
</table>
|              | Prepare and adopt new People Strategy by March 2018 including the adoption of new  
- flexible working policy  
- car parking policy | | Amber | Head of Service appointed in April 2017. Work plan prepared with view to adopting People Strategy in 2018. |
<p>|              | Consider and agree future use of Council House by March 2018. | | Amber | Accommodation requirements being assessed; Bid for One Public Estate support prepared ready for submission. |
| AAP9         | Ensure revenue and capital budgets are managed efficiently and effectively | 2016/17 Accounts audited and unqualified by July 2017 | Complete | We received an unqualified opinion on 26 September 2017 and this was reported to Audit and Member Standards. |
|              | Reduce dependence of the revenue budget on income from government grant. | Outturn at 31st March 2018 to be +/- £250,000 of the original revenue budget | Amber | The forecast outturn at quarter 2 for revenue was below budget by (£116,820) compared to the Approved Budget |
|              | Implement the four strands of the Efficiency Plan 2016 – 2020. | Maintain collection rates of council tax and non-domestic rates of at least 98.5% | Green | Now being driven by Fit for the Future programme which will be relaunched in February 2018. |
|              | | Adopt and implement approach to commercialisation by November 2017 | Amber | |</p>
<table>
<thead>
<tr>
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<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>AAP10</td>
<td>Encourage more customers to use digital means to interact with the council</td>
<td>Adopt, by May 2017, and implement innovation/channel shift/digitisation programme</td>
<td>Amber</td>
<td>Innovation / channel shift / digitisation programme being implemented with particular focus on:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>More transactions completed on-line by customers</td>
<td>Green</td>
<td>• Single customer account with online forms.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>More processes completed with fewer interventions by staff</td>
<td>Green (from Amber)</td>
<td>• Revenues and benefits online forms.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Reduced number of telephone and face to face calls to the council.</td>
<td>Green (from Amber)</td>
<td>• Committee services system.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• Line of business system for environmental health.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>New on-line opportunities provided through landlord portal and leisure centre bookings.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6 processes now fully automated.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>10, 646 visitors greeted at reception so far this year.</td>
</tr>
</tbody>
</table>

Indicates upward trend since reporting
Indicates downward trend since reporting
<table>
<thead>
<tr>
<th>Ref</th>
<th>Outcome</th>
<th>Performance Indicator</th>
<th>Definition</th>
<th>Value 15/16</th>
<th>Value 16/17</th>
<th>Half year</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>More local jobs and more people in employment</td>
<td>Economic Activity Rate</td>
<td>Percentage of population aged 16 to 64 that are economically active</td>
<td>80.90%</td>
<td>77.90%</td>
<td>77.90%</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>More local jobs and more people in employment</td>
<td>JSA Claimant Levels</td>
<td>No of JSA claimants</td>
<td>284</td>
<td>275</td>
<td>232</td>
<td>As at September 2017</td>
</tr>
<tr>
<td>3</td>
<td>More local jobs and more people in employment</td>
<td>Industrial and commercial floorspace</td>
<td>New industrial and commercial floorspace built</td>
<td>4,250m²</td>
<td>Not yet available</td>
<td>7000 square metres</td>
<td>Will be confirmed shortly when reported to members</td>
</tr>
<tr>
<td>4</td>
<td>More local jobs and more people in employment</td>
<td>Jobs created</td>
<td>Jobs created / supported by creation and use of new industrial and commercial floorspace</td>
<td>Not available</td>
<td>Not available</td>
<td>Not available</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>More visitors</td>
<td>Visitor numbers</td>
<td>Total Visitor Numbers to key attractions and events</td>
<td>5,959,466</td>
<td>5,948,467</td>
<td>Not available</td>
<td>figures updated each July</td>
</tr>
<tr>
<td>6</td>
<td>More visitors</td>
<td>Car parking admissions</td>
<td>Car parking tickets sold in city centre</td>
<td>1,019,522</td>
<td>1,076,568</td>
<td>548,643</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>More visitors</td>
<td>Footfall counts</td>
<td>Data from BID counts in the city centre</td>
<td>Not available</td>
<td>Not available</td>
<td>1,060,265</td>
<td>Footfall counters currently being installed around the city centre</td>
</tr>
<tr>
<td>8</td>
<td>Retail strength</td>
<td>Retail vacancy rates</td>
<td>Percentage of units vacant in city centre and Burntwood town centre.</td>
<td>9.15%</td>
<td>6.29%</td>
<td>5.70%</td>
<td>measured each December</td>
</tr>
<tr>
<td>9</td>
<td>More people active and healthy</td>
<td>Active people survey was replaced by the Active Lives Survey</td>
<td>No of people holding a concessionary LAP membership. Eligibility criteria includes over 60; disabled; carer; or less affluent</td>
<td>3,223</td>
<td>3,400</td>
<td>3,261</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>More people active and healthy</td>
<td>Active people survey was replaced by the Active Lives Survey</td>
<td>No of residents inactive - less than 30 minutes a week</td>
<td>N/A</td>
<td>N/A</td>
<td>25.90%</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>More people active and healthy</td>
<td>Concessionary LAP members</td>
<td>No of residents active - 30+ minutes a week</td>
<td>N/A</td>
<td>N/A</td>
<td>62.40%</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Fewer People homeless</td>
<td>Homelessness preventions</td>
<td>No of successful Homelessness Prevention cases at 6 months</td>
<td>132</td>
<td>190*</td>
<td>120</td>
<td>*Includes successful preventions carried out by CASES. **Includes successful preventions carried out by CASES (19) and LDC (50)</td>
</tr>
<tr>
<td>13</td>
<td>Feeling safer</td>
<td>Victims of crime</td>
<td>Percentage of residents a victim of crime in the last 12 months</td>
<td>8.70%</td>
<td>9.00%</td>
<td>4.00%</td>
<td>Wave 23 September 2017</td>
</tr>
<tr>
<td>14</td>
<td>Feeling safer</td>
<td>Feelings of safety</td>
<td>Percentage of residents surveyed who feel very/fairly safe in their local area after dark</td>
<td>83.50%</td>
<td>87.00%</td>
<td>92.00%</td>
<td>Wave 23 September 2017</td>
</tr>
<tr>
<td>15</td>
<td>People living independently</td>
<td>DFG adaptations</td>
<td>The number of fully completed home adaptation (disabled facilities) grants</td>
<td>49</td>
<td>90</td>
<td>50</td>
<td>On target</td>
</tr>
<tr>
<td>Ref</td>
<td>Outcome</td>
<td>Performance Indicator</td>
<td>Definition</td>
<td>Value 15/16</td>
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<td>----------</td>
</tr>
<tr>
<td>16</td>
<td>People living independently</td>
<td>DFG adaptations</td>
<td>Number of people assisted by such projects</td>
<td>Not available</td>
<td>Not available</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>More homes available</td>
<td>Planning permissions granted</td>
<td>No. of homes granted planning approval</td>
<td>1,282</td>
<td>1,075</td>
<td>358</td>
<td>Recorded as single quarters</td>
</tr>
<tr>
<td>18</td>
<td>More homes available</td>
<td>Homes built</td>
<td>Number of homes completed</td>
<td>200</td>
<td>410(Gross) (data subject to further audit)</td>
<td>Data not available</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>More homes available</td>
<td>Affordable homes built</td>
<td>No of affordable homes</td>
<td>50</td>
<td>33 (data subject to further audit)</td>
<td>Data not available</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>More homes available</td>
<td>Empty homes returned to occupation</td>
<td>No. of long term empty homes returned to occupation</td>
<td>N/A</td>
<td>1</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>Clean environment</td>
<td>Fly-tipping</td>
<td>No. of incidences of fly-tipping</td>
<td>406</td>
<td>393</td>
<td>164</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Attractive open spaces</td>
<td>Visitors to parks</td>
<td>No. of organised events in our parks and open spaces</td>
<td>175</td>
<td>165</td>
<td>120</td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>Attractive open spaces</td>
<td>Visitors to parks</td>
<td>No. of attendees at organised events in our parks and open spaces</td>
<td>54,409</td>
<td>74,135</td>
<td>60,745</td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>Attractive open spaces</td>
<td>Visitors to parks</td>
<td>No. of attendees at organised events in our parks and open spaces</td>
<td>54,409</td>
<td>74,135</td>
<td>60,745</td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>Budgeting efficiently</td>
<td>Actual cost v budget</td>
<td>Difference between actual and original budget</td>
<td>-1681925</td>
<td>-684046</td>
<td>Not yet available</td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>Budgeting efficiently</td>
<td>Council Tax collection</td>
<td>% of Council Tax due collected</td>
<td>98.79%</td>
<td>97.49%</td>
<td>57.4%</td>
<td>Q1 16/17 was 28.56%</td>
</tr>
<tr>
<td>27</td>
<td>Budgeting efficiently</td>
<td>NDR collection</td>
<td>% of NDR due collected</td>
<td>98.31%</td>
<td>97%</td>
<td>57%</td>
<td>Q1 16/17 was 29.21%</td>
</tr>
<tr>
<td>28</td>
<td>Channel shift and innovation</td>
<td>Digital processes</td>
<td>No. of processes available to the customer on-line</td>
<td>Not available</td>
<td>Not available</td>
<td>6</td>
<td>Number of processes the customer can fill in online and not print &amp; post</td>
</tr>
<tr>
<td>29</td>
<td>Channel shift and innovation</td>
<td>Customer transactions</td>
<td>No. of transactions with customers completed wholly digitally</td>
<td>Not available</td>
<td>Not available</td>
<td>data not available</td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>Channel shift and innovation</td>
<td>Streamlining processes</td>
<td>No. of processes streamlined to reduce the interventions by staff</td>
<td>Not available</td>
<td>Not available</td>
<td>5</td>
<td>Q2 Revs &amp; Bens auto indexing, Landlord Portal (2 processes), Planning Portal (2 processes), Q1 Leisure Centre bookings</td>
</tr>
<tr>
<td>31</td>
<td>Channel shift and innovation</td>
<td>No. of telephone calls</td>
<td>No. of telephone calls into Connects</td>
<td>124,820</td>
<td>113,746</td>
<td>57,287</td>
<td>On target</td>
</tr>
<tr>
<td>32</td>
<td>Channel shift and innovation</td>
<td>No. of desk enquiries</td>
<td>No. of visitors greeted by reception</td>
<td>24,218</td>
<td>21,743</td>
<td>10,646</td>
<td>on target</td>
</tr>
</tbody>
</table>
1. Executive Summary

1.1 As set out in the Cabinet report of 25th May 2017, Rugeley Power Station ceased power generation in 2016 and is currently being de-commissioned prior to demolition. The site traverses the boundary of Lichfield District and Cannock Chase District and presents a significant opportunity for brownfield redevelopment.

1.2 The Local Plan Allocations document identifies the Power Station site as an opportunity to deliver a minimum of 800 dwellings within Lichfield District and commits the Council to producing a development brief, to be adopted as a Supplementary Planning Document (SPD) in collaboration with Cannock Chase District Council to guide the future redevelopment of the site.

1.3 Joint work with Cannock Chase District Council has been ongoing to produce an SPD to provide a framework for the future redevelopment of Rugeley Power Station. The draft SPD was the subject of a six week public consultation between 24th July 2017 and 4th September 2017. A schedule of the representations received and the officer response to these representations are set out in the Consultation Statement attached at Appendix A. The SPD has been amended to take account of representations received by each Council.

1.4 This report seeks approval for adoption of the amended Rugeley Power Station Development Brief SPD attached at Appendix B.

2. Recommendations

2.1 That Cabinet note the responses to consultation and officer comments & approve the Consultation Statement (Appendix A) and Adoption Statement (Appendix B) for publication in line with the adopted Statement of Community Involvement.

2.2 That delegated authority be given to the Cabinet Member for Economic Growth, Environment & Development Services in consultation with the Head of Economic Growth to update the base mapping to reflect the section of roundabout at Lea Hall Way (A51).

2.3 That Cabinet approve the Rugeley Power Station Development Brief SPD (Appendix C) for adoption.
3. Background

Overview

3.1 The purpose of this report is to seek authorisation for the adoption of the amended Rugeley Power Station Development Brief SPD which has been prepared jointly with Cannock Chase District Council.

3.2 Members will recall as set out in the Cabinet report of 25th May 2017 that the Rugeley Power Station is currently being de-commissioned pending its re-development and re-use for other purposes. The site presents a significant brownfield opportunity to deliver a minimum of 800 dwellings within Lichfield District along with employment land within Cannock Chase District and associated open space and facilities.

3.3 The SPD has been prepared to assist any future applicant when preparing their planning proposals and it will also assist the Local Planning Authority in assessing the merits of those proposals.

3.4 The delivery of the SPD is fundamental to the delivery of Lichfield District’s Local Plan. The SPD takes forward Core Policy 1 of the adopted Local Plan Strategy and will assist in the Council meeting its 10,030 dwelling requirement. The emerging Local Plan Allocations document cites the former Power Station site as an opportunity to deliver a minimum of 800 dwellings over the plan period to 2029; if the site were not to come forward then there may be a need to find alternative provision within the District to meet the 800 dwelling shortfall.

3.5 It should be noted that the current HS2 Phase 2a consultation document states that land forming part of the former power station site may be required during the construction phase of HS2. Discussions with HS2 are on-going as this may have a significant impact upon the delivery of development during our Plan period (and that of Cannock Chase DC) and the issue was flagged up in the report to Cabinet in December relating to HS2 Phase 2a and potential petitioning points.

Consultation Process

3.6 A joint consultation was undertaken with Cannock District Council on the draft SPD for a six week period between 24th July 2017 and 4th September 2017.

3.7 The following methods were used to promote the consultation:

- The document was published on both Lichfield District Council and Cannock Chase District Council website.
- Copies of the document were made available at Lichfield District Council and Cannock Chase District Council principal offices.
- Alternative formats were available if requested.
- A press release was issued by both LDC and CCDC.
- The consultation was advertised via the Corporate twitter and facebook accounts.

3.8 In addition officers attended Rugeley Town Council’s meeting on 30th August 2017 to discuss the SPD.
3.9 In total around 260 representations were received from 74 individuals / organisations by both Lichfield District Council and Cannock Chase District Council over the six week period. These representations are set out in Consultation Statement Appendix A.

3.10 The key points received in response to the consultation document are summarised below:

- A number of comments were supportive of the approach towards preparing a joint SPD with Cannock Chase District Council
- There was local support for the retention of the Borrow Pit
- A number of comments were concerned with the impact of development on local infrastructure
- There was local support for the retention of facilities within the site notably the model railway
- There were concerns over the impact of development on the Trent and Mersey Canal Conservation Area
- A number of comments suggested a desired mix of development and potential end uses on the site
- Statutory bodies highlighted the need for any planning application to be accompanied by technical reports including a Flood Risk Assessment, Transport Assessment and Ecological Assessment.
- Representations highlighted that HS2 has identified an area of proposed safeguarded land within the site which includes the current main access to the power station.
- The Development industry commented that the Development Brief should be delayed to allow for greater certainty in respect of land uses, quantum and balance of land uses.
- The Development industry commented that the site should be identified as a Strategic Development Area as significant infrastructure would be required to bring the site forward for development.
- Comments were received in relation to the viability of the scheme and the need to ensure maximum flexibility for determining an appropriate balance of uses within the site.
- The Development industry commented that the Borrow Pit is allocated for development within the Local Plan Strategy and therefore the Development Brief contradicts this.

3.11 The consultation resulted in numerous changes to the SPD and these are outlined in Appendix A. The most critical changes include:

- References to the AONB and the requirement for SAC mitigation have been bolstered in response to comments received from the AONB Unit;
- The paragraphs relating to Conservation and Heritage have been strengthened particularly in relation to the Trent and Mersey Canal Conservation area;
- Clarification added throughout the document that infrastructure needs will be considered further as part of the application process;
- The development principles sections strengthened to specify the need for technical reports including a Flood Risk Assessment, Transport Assessment and Ecological Assessment;
- The paragraphs relating to access have been updated as permission has been granted for a secondary access point from the A513 to facilitate demolition works;
- References to sport provision have been bolstered in response to comments received from Sport England;
- The inclusion of text outlining HS2’s requirement for safeguarded land within the site; and
- A roundabout has been constructed along Lea Hall Way (A51). OS Mastermap have not released the base update. The roundabout has a relationship with the site, consequently mapping in the SPD will require updating to reflect this change once this information is available.
**Alternative Options**

1. Cabinet decide not to approve the SPD for adoption. This would mean there would be no detailed planning policy guidance available to assist in determination of any planning application.

**Consultation**

1. Consultation has informed this SPD. The results of the public consultation are reported in Appendix A.

**Financial Implications**

1. There are no financial implications from this report.

**Contribution to the Delivery of the Strategic Plan**

1. Supports the priority of a vibrant and prosperous economy as it assists in the delivery of the planning function of the Council.
2. Supports the priority of Healthy and Safe communities by ensuring the provision of housing.
3. Supports the priority of Clean, green and welcoming places to live by assisting in allocating land for affordable housing, as well as supporting the delivery of residential and commercial developments.

**Equality, Diversity and Human Rights Implications**

1. An Equality Impact Assessment has been carried out as part of developing the Local Plan strategy and the emerging Local Plan Allocations, this is considered to sufficiently deal with the Power Station site.

**Crime & Safety Issues**

1. There are no crime and safety issues.

---

### Risk Description

<table>
<thead>
<tr>
<th>Risk Description</th>
<th>How We Manage It</th>
<th>Severity of Risk (RYG)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Consultation with key stakeholders and members of the task group has provided an opportunity for key concerns to be raised through the preparation of the SPD.</td>
<td>Green</td>
</tr>
<tr>
<td>B</td>
<td>Any evidence received will be reviewed and analysed. Viability and deliverability issues will need to be addressed to ensure the site can come forward for development.</td>
<td>Yellow</td>
</tr>
<tr>
<td>C</td>
<td>LDC is in discussions with HS2 limited to understand better the potential implications for the former Power Station site of HS2. If necessary the SPD could be reviewed and revised in due course.</td>
<td>Yellow</td>
</tr>
</tbody>
</table>

**Background documents:**

- Local Pan Strategy 2015
- Local Plan Allocations Publication Document

**Relevant web links:**

- [Local Pan Strategy 2015](#)
- [Local Plan Allocations Publication document](#)
- Rugeley Power Station SPD
1. Executive Summary

1.1 To gain Cabinet approval for the revocation of boundary changes to 9 Conservation Areas.

2. Recommendations

2.1 That Cabinet approves the revocation of the boundary changes to the Conservation Areas in Colton, Elford, Fradley Junction, Hamstall Ridware, Harlaston, Haunton, Hints, Hopwas and Mavesyn Ridware.

3. Background

3.1 Over the past 5 years the Conservation and Urban Design team have carried out 9 Conservation Area Appraisals and Management Plans, all of which included changes to the boundaries. The documents, including the boundary changes, went through the Council’s approved adoption process which included public consultation and reports to Overview and Scrutiny to Cabinet and then to Council. The Conservation Areas include: Colton, Elford, Fradley Junction, Hamstall Ridware, Harlaston, Haunton, Hints, Hopwas and Mavesyn Ridware.

3.2 Following the adoption of any boundary changes to a conservation area, there is a statutory requirement under S70 (5) and (8) of the Planning (Listed Buildings and Conservation Areas) Act 1990 to advertise the boundary changes both in the local press and in the London Gazette and also to inform Historic England and the Secretary of State. For various reasons these advertisements and notifications were not carried out at the time. This remained the case until October 2017 when we notified the Secretary of State and Historic England published the relevant notices.

3.4 The Council have been challenged by a planning agent with a potential Judicial Review of the designation of these amended boundaries, given the time lapse between adoption by Council and the publication of the statutory advertisements. Following this we were advised by the Council’s Solicitor that the delay could result in prejudice to the developer and that we should reverse the boundary changes for the time being. We took independent legal advice and that concurred with our solicitor’s advice. The legal advice also advised that we should seek Cabinet approval for this course of action.
3.5 The Council has amended its protocols and has updated its procedure notes to ensure that in future the statutory notices will be published within an appropriate timescale.

3.6 The boundary changes were not implemented until the first of the adverts were published, and were only available for a relatively short period of time on the Council’s mapping system. The land charges register and all planning applications, including tree works in conservation areas and enforcement cases, have since been checked. No searches were carried out and no applications were received or determined in the affected areas within this short period of time that would have resulted in them being adversely affected by this situation.

3.7 We are therefore seeking Cabinet’s approval to formally revoke the boundary changes to the conservations areas listed. Subject to approval, revocation notices, as set out in Appendix A will be published in the local press and London Gazette as soon as can be arranged.

3.6 Following this the Council will review the conservation area appraisals and management plans affected (including boundary reviews), to update them as appropriate and then to continue, as appropriate, with public consultation and formal adoption through the approved procedure.

### Alternative Options

1. The alternative option is not to revoke the boundary changes to the conservation areas. This would leave the Council open to judicial review.

### Consultation

1. The Cabinet Portfolio Holder has been informed and is supportive of the proposal. No public consultation has taken place.

### Financial Implications

1. The cost of production of the additional advertisements will be met from existing budgets. The review of conservation area appraisals and management plans (including boundary reviews) will be planned within existing budgets and work programmes.

### Contribution to the Delivery of the Strategic Plan

1. These proposals support the aims of the District Council’s Strategic Plan 2016-20 to be a clean, green and welcoming place to live and specifically to maintain and enhance our local heritage.

### Equality, Diversity and Human Rights Implications

1. The recommendation will have no impact of equality, diversity or human rights.

### Crime & Safety Issues

1. The recommendations will have no discernible impact on our duty to prevent crime and disorder within the District (Section 17 of the Crime and Disorder Act, 1988).

<table>
<thead>
<tr>
<th>Risk Description</th>
<th>How We Manage It</th>
<th>Severity of Risk (RYG)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Not to rescind the changes to the boundary of the conservation areas would leave the Council open to legal challenge.</td>
<td>To formally revoke the amendments to the Conservation Areas.</td>
<td>Yellow</td>
</tr>
<tr>
<td>B Residents and Stakeholders may remain under the impression that the proposed</td>
<td>Ensure all boundaries remain unchanged on the Council’s mapping system and to formally</td>
<td>Yellow</td>
</tr>
</tbody>
</table>

| **amendments have been enacted and remain in place.** | **revoke the amendments and publish all the relevant notices.** |

**Background documents**
- None

**Relevant web links**
- None
1. Executive Summary

1.1 This report relates to the preparation of a Neighbourhood Plan covering the parishes of Whittington & Fisherwick, which has recently been the subject of formal examination by an Independent examiner. The examiner is recommending that subject to a number of modifications being made to the plan that it can proceed to referendum. The District Council now has to consider the examiner’s report and recommendations and if it so wishes resolve to progress the Whittington & Fisherwick Neighbourhood Plan to referendum by way of issuing a Decision Statement.

2. Recommendations

2.1 That the Cabinet accepts and agrees to the making of modifications as set out in the ‘Decision Statement regarding Whittington & Fisherwick Neighbourhood Plan proceeding to referendum’ hereby referred to as the Decision Statement (APPENDIX A) to the Whittington & Fisherwick Neighbourhood Plan and allows the Plan to proceed to the referendum stage.

2.2 That Cabinet approve the publication of the Decision Statement (APPENDIX A).

3. Background

3.1 Neighbourhood planning is one of the provisions of the 2011 Localism Act allowing local communities to bring forward detailed policies and plans which can form part of the statutory planning process for an area and its residents.

3.2 The Neighbourhood Planning (General) Regulations 2012 require that Neighbourhood Plans are subject to independent examination. The appointed independent examiner must consider whether a Neighbourhood Plan meets the ‘Basic Conditions’ as set out within the Independent Examiner’s Report (https://www.lichfielddc.gov.uk/Council/Planning/The-local-plan-and-planning-policy/Neighbourhood-plans/Downloads/Lichfield-City/Report-of-Independent-Examination-Lichfield-City-neighbourhood-plan.pdf). Following the completion of an examination, the examiner must produce a report which can make one of three recommendations; 1) That the neighbourhood plan can proceed to referendum; 2) That subject to identified modifications the neighbourhood plan can proceed to referendum; 3) That the neighbourhood plan should not proceed to referendum.
3.3 The Whittington & Fisherwick Neighbourhood Plan has been independently examined and it is recommended in the examiners final report that subject to the modifications outlined within the report the neighbourhood plan meets the ‘basic conditions’ and as such should proceed to referendum.

3.4 The Regulations 2012 require that upon receipt of the final report from an independent examination of a Neighbourhood Plan, the Local Planning Authority (Lichfield District Council) is required to consider the recommendations set out in the examiners reports and publish on their website a ‘decision statement’ which considers the recommendations of the independent examination within 5 weeks of receiving the report.

3.5 The report and proposed modifications have been considered by officers. On the basis of the assessment of the report and the proposed changes it is recommended that the District Council accepts the recommendations of the examiner and agrees all the respective modifications.

3.6 In line with the conclusions and recommendations of the examiner a proposed Decision Statement in respect of Whittington & Fisherwick Neighbourhood Plan is attached at APPENDIX A. A modified version of the Neighbourhood Plan has been provided to clearly illustrate the proposed modifications (APPENDIX B).

3.7 The Cabinet is asked to note the examiner’s report for the aforementioned plan, including the specific recommendations, and agree the Decision Statement allowing for referendum to follow.

3.8 Next Steps - following a decision to allow a Neighbourhood Plan to proceed to referendum, the District Council will need to publish the Decision Statement online and provide the decision statement to the Qualifying Body and any other stakeholder who has requested to be notified of the decision. Following this the referendum will need to be organised.

### Alternative Options

1. Lichfield District Council declines to send the Whittington & Fisherwick Neighbourhood Plan to referendum. This would mean the Neighbourhood Plan would retreat to an earlier stage of development.
2. The Qualifying Body withdraws the Neighbourhood Plan prior to Lichfield District Council making a formal decision as outlined within the Decision Statement. Again this would mean the Neighbourhood Plan would retreat to an earlier stage of development.

### Consultation

1. In line with the Regulations the draft Whittington & Fisherwick Neighbourhood Plan has been consulted upon for at least the minimum required 6 week period at both the pre-submission and local authority publicity stages prior to their submission for Independent Examination. Alongside the submission of the Plan the Qualifying Body (Whittington & Fisherwick Parish Council) are required to submit a Consultation Statement detailing the consultation undertaken throughout the Neighbourhood Plan process. This statement was considered by the Independent Examiner along with all representations made at the Local Authority publicity period.

### Financial Implications

1. The Government has made grant aid available to District Councils in recognition of the level of resourcing required in the administration of Neighbourhood Plans. Government guidance states that ‘this money is to ensure LPAs receive sufficient funding to enable them to meet new
legislative duties on neighbourhood planning. Specifically, it covers the neighbourhood planning duties in the Localism Act which are to provide advice and assistance; to hold an examination; and to make arrangements for a referendum’. However it should be noted that the level of grant aid has decreased over time.

2. Upon the setting of a date for the referendum the District Council becomes eligible and can apply for a grant of £20,000.

3. Communities with Neighbourhood Plans in place will also be entitled to 25% of the Community Infrastructure Levy (CIL) receipts generated by eligible development in their area. Communities with no Neighbourhood Plan will be entitled to 15%.

Contribution to the Delivery of the Strategic Plan

1. The Neighbourhood Plan demonstrates that it is in broad conformity with the Local Plan Strategy which conforms with the Strategic Plan.

Equality, Diversity and Human Rights Implications

1. The extensive consultation procedures provided for by the Planning and Compulsory Purchase Act 2004 ensure that consultation is undertaken with the wider community.

Crime & Safety Issues

1. Crime and Community safety issues may be considered as part of an emerging Neighbourhood Plan.

<table>
<thead>
<tr>
<th>Risk Description</th>
<th>How We Manage It</th>
<th>Severity of Risk (RYG)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A - Plan received a ‘no’ vote in a referendum</td>
<td>Have regular dialogue with the Parish Council to ensure consultation and engagement gains ‘buy in’ from the community at the earliest opportunity.</td>
<td>Yellow</td>
</tr>
<tr>
<td>B - Parish decides to withdraw Neighbourhood Plan</td>
<td>Have regular dialogue with the parish Council to ensure understanding of process moving forward and the implications of withdrawing the plan.</td>
<td>Green</td>
</tr>
</tbody>
</table>

Background documents

1. Neighbourhood Planning (General) Regulations 2012
2. DCLG letter to Chief Planners ‘Update on financial support for Neighbourhood Planning in 2016/17’ 9th March 2016
3. Local Plan Strategy (Adopted February 17 2015)
4. Whittington & Fisherwick Neighbourhood Plan Independent Examination final report
5. Whittington & Fisherwick Neighbourhood Plan (Submission document)
Relevant web links

Local Plan
Neighbourhood Plans
My Community Funding & Support
Whittington & Fisherwick Neighbourhood Plan (Submission document)
Lichfield City Neighbourhood Plan Independent Examination Final Report October 2017
Award of Water Supply Contract
Cabinet Member for Corporate and Customer Service, Revenues and Benefits
Date: 10 January 2018
Agenda Item: 7
Contact Officer: Christie Tims
Tel Number: 01543 308100
Email: christie.tims@lichfielddc.gov.uk
Key Decision? YES
Local Ward Members None

1. Executive Summary

1.1 Since April 2017, over 1.2 million eligible non-household customers in England have been able to choose their supplier of water and wastewater retail services.

1.2 Working with the Crown Commercial Services (CCS), the council has been part of an electronic auction (eAuction) to aggregate supply across a number of public bodies. Following the eAuction annual savings of £1,880 have been calculated on an annual expenditure of £21,000.

2. Recommendations

It is recommended that Cabinet:

2.1 Agrees to award the water supply contract to Castle Water for two years with the option to extend for a further year.

3. Background

3.1 Until April 2017 water customers accessed water services depending on their geographic location and had no choice as to who provided their water and waste water services, or the cost of the service. The Water Act 2014 introduced deregulation from April 2017 which resulted in the same geographic water supply (from Wholesale suppliers) but customer service and billing can be supplied anywhere in the country (from Retail suppliers), in the same way as the gas and electricity supply market has operated for many years.

3.3 The Retail supplier is responsible for reading meters, issuing bills, receiving payments, and answering queries. The retail price covers costs, overheads and profit. The Wholesale supplier is responsible for the source of water, treatment and piping water to a premises and carrying away wastewater. So whilst all costs are paid to Retail supplier, the Wholesale supplier costs contribute to the majority of the bill and is fixed by Ofwat as shown in the picture to the right:

3.4 The council has worked with CCS, the government’s procurement service, and taken part in a reverse eAuction along with a number of other public bodies from across the country.

3.5 An eAuction is a procurement tool that uses web-based software to allow potential suppliers to compete online, in real time, to provide prices for the goods/services under auction. A reverse eAuction allows potential suppliers compete with each other by reducing the price of the goods or services. This is referred to as a ‘reverse’ auction as prices are reduced rather than increased. Prices gradually reduce during the eAuction, as suppliers offer improved pricing in order to win the contract.
3.6 The benefits of taking this approach include:
- a legally compliant process
- transparency to all parties
- increased savings / revenue potential
- suppliers have multiple opportunities to bid (a traditional tender only provides one opportunity)
- well proven procurement technique using secure internet-based technology
- encourages buyers to clearly specify their requirements so an ‘apples with apples’ comparison can be made

3.7 The benefits of engaging with CCS, as opposed to undertaking an internal procurement exercise include:
- identifying the best CCS framework to use
- collating all the necessary data
- developing the procurement documentation
- running the aggregation
- providing expert advice and guidance
- it is free of charge to use

3.8 During the specification process the council opted for monthly billing on all water services to enable better budget monitoring and less estimating at year end. There were five suppliers who bid for the aggregated monthly billing contract and following the evaluation (70% price and 30% quality) the winning supplier was Castle Water Limited.

3.9 The total contract value across all bodies participating was calculated as £29,137,653.66 with the estimated savings, based on information supplied by each participant was £1,166,420.99.

3.10 The new contracts are for two years in length with the option to extend for a further one year and as the estimated total value of the three year contract is around £60,000, it exceeds the local procurement regulations threshold of £50,000 and requires a Cabinet decision despite there being only one possible supplier.

3.11 The contract offers complete flexibility regarding the sites that are included and sites can be added or removed at any point during the contract depending on changes to the council’s asset estate. For example during the eAuction the leisure centres were included as the process commenced prior to the decision to outsource them. They have since been removed and do not factor in the savings that have been calculated. Similarly should the council acquire or dispose of assets then the contract can be amended without penalty.

### Alternative Options

1. Undertake a procurement in-house. This option has been discounted for the following reasons:
   - Participating in a CCS eAuction does not incur any additional charges and utilises specialists in the water market. These would be services that would have to be bought in to achieve a similar outcome, which would potentially erode the overall savings.
   - The supply of water and wastewater is a utility cost and there is little variation required in the contract, meaning it is an ideal candidate for aggregation with the requirements of other public bodies.
   - Aggregating the supply requirements with other public bodies makes it more attractive for suppliers to offer better pricing on the retail elements.
1. The supply of water and the removal of wastewater is currently split between two companies, South Staffs Water Business and Water Plus. The supply of water costs approximately £9,400 per year and CCS have calculated a saving of £1,470 per year or 16%.
2. The removal of wastewater costs approximately £11,630 per year and CCS have calculated a saving of £407 per year or 3%.
3. The total expenditure is £21,030 per year and the savings have been calculated at £1,880 per year which equates to 9%.
4. The expenditure and impact are shown in the table below:

<table>
<thead>
<tr>
<th>Service Area</th>
<th>Draft MTFS Budget</th>
<th>Forecast Spend</th>
<th>(Savings)/Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beacon Park</td>
<td>6,430</td>
<td>6,240</td>
<td>(190)</td>
</tr>
<tr>
<td>Lichfield Parks</td>
<td>0</td>
<td>250</td>
<td>250</td>
</tr>
<tr>
<td>District Council House</td>
<td>6,110</td>
<td>5,300</td>
<td>(810)</td>
</tr>
<tr>
<td>Other Land &amp; Property</td>
<td>70</td>
<td>0</td>
<td>(70)</td>
</tr>
<tr>
<td>Public Conveniences</td>
<td>5,730</td>
<td>5,220</td>
<td>(510)</td>
</tr>
<tr>
<td>Multi Storey Car Park</td>
<td>1,400</td>
<td>2,030</td>
<td>630</td>
</tr>
<tr>
<td>Lichfield Car Parks</td>
<td>1,790</td>
<td>480</td>
<td>(1,310)</td>
</tr>
<tr>
<td>District Car Parks</td>
<td>70</td>
<td>0</td>
<td>(70)</td>
</tr>
<tr>
<td>Plant Lane Depot</td>
<td>1,230</td>
<td>1,510</td>
<td>280</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>22,830</strong></td>
<td><strong>21,030</strong></td>
<td><strong>(1,800)</strong></td>
</tr>
</tbody>
</table>

1. This supports the theme of ’A Council that is fit for the future’ by ensuring that appropriate contracts are in place ensuring best value for the council.

Background documents:
- Evaluation and award approval report
Relevant web links:

- Crown Commercial Services aggregation [https://www.gov.uk/guidance/ccs-aggregation](https://www.gov.uk/guidance/ccs-aggregation)
- Water, Wastewater and Ancillary Services framework [https://ccs-agreements.cabinetoffice.gov.uk/contracts/rm3790](https://ccs-agreements.cabinetoffice.gov.uk/contracts/rm3790)