

Public Document Pack

LICHFIELD DISTRICT COUNCIL

DIANE TILLEY BSc., MRICS
Chief Executive
Tel (01543) 308001

District Council House
Frog Lane
Lichfield
WS13 6YY

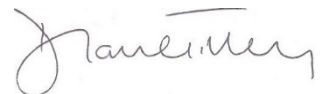
10 December 2018

To: Members of the Lichfield District Council

In accordance with Paragraph 4(2) of Part 1 of Schedule 12 to the Local Government Act 1972, you are hereby summoned to attend the meeting of the Lichfield District Council which will be held in the Council Chamber, District Council House, Frog Lane Lichfield on **TUESDAY, 18 DECEMBER 2018 at 6.00 pm.**

Prayers will be said by Reverend L Collins.

Access to the Council Chamber is via the Members' Entrance or the main door to the vestibule.



Chief Executive

A G E N D A

1. Apologies for absence (if any)
2. Declarations of interest
3. To approve as a correct record the Minutes of the previous meeting
Pages 5 - 22
4. Chairman's announcements
5. Report of the Leader of the Council on Cabinet Decisions from the meetings held on 20 November and 4 December 2018 and Cabinet Member Decisions (grey enclosure)
Pages 23 - 26
6. Minutes of the Economic Growth, Environment and Development (Overview and Scrutiny) Committee (buff enclosure)
Pages 27 - 30
7. Minutes of the Strategic (Overview and Scrutiny) Committee (blue enclosure)
Pages 31 - 34
8. Minutes of the Community, Housing and Health (Overview and Scrutiny) Committee (green enclosure - copy to follow)
9. The Chairmen indicated below to move that the proceedings of the following committees be received and, where necessary, approved and adopted.

Committee	2018	Pages	Chairman
Employment Committee	29 October	35 - 36	Mrs M. G. Boyle
Planning	29 October	37 - 40	T. Marshall
Regulatory & Licensing	8 November	41 - 42	B. W. Yeates
Audit & Member Standards	14 November	43 - 48	M. C. Tittley

10. **Calculation of Business Rates 2019/20 and Council Tax Base for 2019/20**

To approve the Cabinet recommendations made at the meeting held on 4 December 2018 (report attached) pages 49 – 58

11. **Community Infrastructure Levy (CIL) Domestic Extensions**

To approve the Cabinet recommendations made at the meeting held on 9 October 2018 (report attached) pages 59 – 68

12. **Lichfield District Local Plan Allocations Modifications Consultation (Main and Minor)**

To approve the Cabinet recommendations made at the meeting held on 20 November 2018 (report attached) pages 69 – 216

13. **Conservation Area Appraisals and Management Plans for Wall and Wigginton**

To approve the Cabinet recommendations made at the meeting held on 4 December 2018 (report attached) pages 217 - 252

14. **Designation of a New Conservation Area for Drayton Bassett**

To approve the Cabinet recommendations made at the meeting held on 4 December 2018 (report attached) pages 253 - 264

15. **Gambling Act 2005 Draft Statement of Principles**

To approve the draft Statement of Principles 2019 – 2022 that the Council will apply when exercising its functions under the Gambling Act 2005 (report attached) pages 265 - 296

16. **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 Paragraphs 3 and 4 of Part 1 of Schedule 12A of the Local Government Act 1972”

17. **Report of the Leader of the Council on confidential Cabinet Decisions from the Meeting held on 4 December 2018 (Pink Enclosure)**
Pages 297 – 298

18. **Building Control Shared Service**

To approve the Cabinet recommendations made at the meeting held on 4 December 2018 (report attached) pages 299 - 308

This report is to be considered in private since it contains exempt information (as defined by Paragraph 4, Part 1 of Schedule 12A of the Local Government Act 1972) relating to employees of the Authority

19. **Restrictive Covenant - Land At Guardian House, Birmingham Road, Lichfield**

To agree the removal of a restrictive covenant at Land at Guardian House, Lichfield (report attached) pages 309 - 316

This report is to be considered in private since it contains exempt information (as defined by Paragraph 3, Part 1 of Schedule 12A of the Local Government Act 1972) relating to the financial/business affairs of the Authority and a company it is in negotiations with.

This page is intentionally left blank

COUNCIL MEETING

16 OCTOBER 2018

PRESENT:

R. J. Awty (Chairman)
Mrs N. Bacon (Vice-Chairman)

Ball, C.	Marshall, T.	Strachan, R. W.
Boyle, Mrs M. G.	Matthews, T. R.	Tittley, M. C.
Cox, R. E.	Mosson, R. C.	Tranter, Mrs E. H.
Eagland, Mrs J. M.	O'Hagan, J. P.	Warfield, M. A.
Evans, Mrs C. D.	Pritchard, I. M. P.	White, A. G.
Fisher, Miss B.	Rayner, B. L.	Wilcox, M. J.
Fisher, Mrs H. E.	Salter, D. F.	Woodward, Mrs S. E.
Humphreys, K. P.	Shepherd, Miss O. J.	Yeates, A.
Hoult, B. E.	Smith, A. F.	Yeates, B. W.
Lax, Mrs A. C.	Spruce, C. J.	
Leytham, D. J.	Stanhope MBE, Mrs M.	

39 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bamborough, Mrs Baker, Mrs Barnett, Mrs Banevicius, Constable, Mrs Constable, Drinkwater, Eadie, Greatorex, Mrs Little, Powell, Pullen and Mrs Pullen.

40 DECLARATIONS OF INTEREST

There were no declarations of interest.

41 TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON 18 JULY 2018.

It was proposed and duly seconded "that the Minutes of the Meeting of the Council held on 18 July 2018 as printed and previously circulated be taken as read, approved as a correct record and signed by the Chairman subject to (i) the addition of Councillors Hoult, Matthews, Miss Fisher, Mrs Fisher and Powell to the list of those present and (ii) Minute 33 (2) (Update on the Merger of Burton Hospitals NHS Foundation Trust and Derby Teaching Hospitals NHS Foundation Trust) being amended to read: '*Councillor Mrs Woodward supported accepted the reasons for the merger*'.

42 TO RECEIVE THE RETURNING OFFICER'S CERTIFICATE OF ELECTION OF DISTRICT COUNCILLOR AND DECLARATION OF ACCEPTANCE OF OFFICE FOR WARD NO. 20 (STOWE)

It was reported that Mrs Angela Lax had been elected as a District Councillor for Stowe Ward at an election on 27 September 2018 and that her Declaration of Acceptance of Office had

been completed. Councillors Wilcox and Mrs Woodward welcomed Councillor Mrs Lax to the Council.

Councillor Wilcox thanked the Members and officers who had taken part in the recent 'Be a Councillor' event which had been well attended. Councillor Mrs Woodward said it had been an enjoyable event and she had received positive feedback. She hoped there would be more such events in the future.

RESOLVED: That the Returning Officer's Certificate of Election for Councillor Mrs Lax for Stowe Ward be received.

43 CHAIRMAN'S ANNOUNCEMENTS

(a) Councillor Mrs Lax

The Chairman welcomed Councillor Mrs Lax.

(b) Visits and Events

The Chairman advised that he had attended many events over the summer including the Canwell Show and the opening of the Pool House Equine Clinic which had been attended by HRH Prince Charles. Other memorable events included the Battle of Britain Service at Fradley where two gentlemen had recalled their boyhood memories of the aerodrome.

(c) Chairman's Carol Service

The Chairman advised that his Carol Service would take place on 9 December at 2.30 p.m.

(d) Chairman's Blog

The Chairman noted that his blog was fully up to date.

44 REPORT OF THE LEADER OF THE COUNCIL ON CABINET DECISIONS FROM THE MEETINGS HELD ON 4 SEPTEMBER AND 9 OCTOBER 2018 AND CABINET MEMBER DECISIONS

1 - Money Matters 2018/19 Review of Financial Performance Against the Financial Strategy

Councillor Ball asked if capital spend would be reviewed to ensure equal spend across Burntwood and the rural areas of the District. Councillor Wilcox replied that spend was kept under constant review and all areas were considered.

2 - Garden Waste Subscription Rate for 2019

Councillor Mrs Woodard recalled that an attendee at the 'Be a Councillor' event had commented that £36 was a reasonable charge for garden waste, however in reality the charge was only reasonable for people who could afford it. Furthermore, it was unfair that some people needed to use their bins to dispose of leaves from trees on adjacent Council owned land.

3 - Medium Term Financial Strategy (Revenue and Capital 2018 – 23)

Councillor Mrs Woodward referred to capital spend in Burntwood and said she would like to see equity and the just sharing of resources across the District.

4 - Health and Well Being Strategy Delivery Plan 2018 -2020

Councillor Ball said the Health and Well Being Delivery Plan was ambitious and asked how the Council would meet the social housing target. Councillor Wilcox replied that there would be an increase in social housing in the current year and the Council would release land and continue to do whatever it could.

5 – Armitage and Handsacre Neighbourhood Plan - Final Decision Statement

Councillor Cox said the turnout for the Neighbourhood Plan referendum had been 22% which was high for this type of referendum. Councillor Cox thanked Mr Peter Blakewell who had taken the lead on the steering group and delivery plan. He also thanked the Chief Executive, planning officers and elections team for their assistance and for organising the referendum.

Councillor Mrs Evans expressed disappointment that a Neighbourhood Plan had not been completed for Burntwood not least because it could lead to a significant increase in Community Infrastructure Levy funds.

45 MINUTES OF STRATEGIC (OVERVIEW AND SCRUTINY) COMMITTEE

Councillor Strachan submitted the Minutes of the Strategic (Overview and Scrutiny) Committee held on 5 September 2018.

Minute 16 - Work Programme

Councillor Mrs Woodward said she had asked for the Communications Strategy to be added to the Committee's work programme on a number of occasions. She called for a review of publications, noting that Members post boxes were full of leaflets and corporate communications. She said the strategy needed to be looked at together with tourism and parks, as opposed to considering each area separately.

Councillor A Yeates said the issue was currently being looked at by Councillor Mrs Little. Councillor Pritchard noted that providing the right amount of communication and information was a fine balance. He noted that while information was often put on the internet there needed to be a range of communication methods to make information accessible for everyone.

Councillor Strachan said he had no intention of working in silos. He noted that publications were often destined for a range of different forums but Members were copied into them all for information.

Minute 17 – Digital Strategy

Councillor Mrs Evans said no savings would be realised unless other forms of communications were switched off. She asked about those who couldn't or wouldn't access information digitally and questioned what support would be given. Councillor Strachan advised that a task group had been established.

Minute 18 – Delivering the Property Investment Strategy

Councillor Ball said he would reserve his comments for later in the meeting (agenda item 14 (v)) noting he had raised a number of issues at the Committee meeting. Councillor Mrs Woodward

said the report had been considered in some detail but apart from one minor change she couldn't see the suggested amendments in the final report.

Councillor Strachan referred to the long discussion that had taken place and the points that had been raised. He said a substantive change had been made to the report and a number of other concerns had been allayed by the evidence provided.

46 MINUTES OF COMMUNITY, HOUSING AND HEALTH (OVERVIEW AND SCRUTINY) COMMITTEE

Councillor Miss Shepherd submitted the Minutes of the Community, Housing and Health (Overview and Scrutiny) Committee held on 12 September 2018.

In response to a question from Councillor Mrs Evans, Councillor Mrs Eagland confirmed that she attended the meeting as representative of the County Council, and in that capacity she relayed information from County Council Overview and Scrutiny meetings. Councillor Mrs Woodward requested further clarification as to whether attendance was as a District Member or a Member of the County Council and Councillor Wilcox said this would be provided.

Minute 11 – Presentation from New Disabled Facilities Grants Provider

Councillor Mrs Evans said the presentation had been very good and it appeared that Millbrook Health Care would provide an improved service. She welcomed the six monthly review of the contract which would be able to highlight any difficulties. Councillor A Yeates advised that £359,000 had been spent so far which represented a much improved performance and he looked forward to working with Millbrook Health Care in the future.

Minute 12 – Work Programme

It was requested that, as agreed by the Chairman, the Committee track progress with Hawthorn House, Lichfield. Councillor Ball noted that the closure of the facility had followed the withdrawal of funding by Staffordshire County Council.

47 REPORT OF THE CHAIRMAN OF ECONOMIC GROWTH, ENVIRONMENT AND DEVELOPMENT (OVERVIEW AND SCRUTINY) COMMITTEE

Councillor Cox submitted his report on the items considered by the Economic Growth, Environment and Development (Overview and Scrutiny) Committee held on 19 September 2018.

Minute 27 – Presentation by the Environment Agency

Councillor Cox advised that the Environment Agency had given a good presentation on planning and flood risk.

Minute 30 – Work Programme

Councillor Mrs Woodward questioned whether the Birmingham Road Site Working Group Minutes would be received by the Committee and whether they would be made public. Councillor Cox advised that regular progress reports would be received by the Committee and Cabinet.

Councillor Ball said he had welcomed the establishment of the Birmingham Road Site Working Group and regretted the fact that it had taken three months to set up.

Councillor Marshall confirmed that comments would be sought from the public and the Group would provide regular reports.

48 MINUTES OF COMMITTEES

(a) Audit and Member Standards Committee – 25 July 2018

It was proposed by Councillor Tittley “that the Minutes of the Meeting of the Audit and Member Standards Committee held on 25 July 2018 be approved and adopted.”

RESOLVED: That the Minutes of the Meeting of the Audit and Member Standards Committee held on 25 July 2018 be approved and adopted.

(b) Planning Committee – 30 July 2018

It was proposed by Councillor Marshall “that the Minutes of the Meeting of the Planning Committee held on 30 July 2018 be approved and adopted.”

RESOLVED: That the Minutes of the Meeting of the Planning Committee held on 30 July 2018 be approved and adopted.

(c) Planning Committee – 3 September 2018

It was proposed by Councillor Marshall “that the Minutes of the Meeting of the Planning Committee held on 3 September 2018 be approved and adopted.”

RESOLVED: That the Minutes of the Meeting of the Planning Committee held on 3 September 2018 be approved and adopted.

(c) Employment Committee – 24 September 2018

It was proposed by Councillor Mrs Boyle “that the Minutes of the Meeting of the Employment Committee held on 24 September 2018 be approved and adopted.”

Councillor Mrs Evans questioned what the ‘the downside’ of the apprenticeship scheme was as mentioned in Minute 11. Councillor Mrs Boyle advised that it was proving difficult to attract young people despite costly advertising, but work was continuing and the net was being cast as widely as possible.

RESOLVED: That the Minutes of the Meeting of the Employment Committee held on 24 September 2018 be approved and adopted.

49 MEMBERSHIP OF COMMITTEES

It was proposed by Councillor Wilcox that the changes to the Membership of Committees as previously circulated be agreed. Councillor Mrs Woodward said she was pleased to see that Strategic (Overview & Scrutiny) was being strengthened.

The proposal was seconded by Councillor Pritchard and it was duly

RESOLVED: (1) That the changes to the Membership of Committees as set out at Appendix A of the Agenda be approved

(2) That Councillor Ball replace Councillor Drinkwater as Vice-Chairman of Economic Growth, Environment & Development (Overview and Scrutiny) Committee

50 AMENDMENTS TO THE CONSTITUTION

It was proposed by Councillor Spruce, seconded by Councillor B Yeates and duly

RESOLVED: That the responsibility for functions of the Licensing Sub-Committee (Part 3 Section 1 of the Council's Constitution) be amended to read: *To consider and determine appeals in respect of: traffic orders, hackney carriage and private hire licences, or any licence, permit or consent and consider and determine bids for street trading events within the remit of the Regulatory and Licensing Committee.*

51 QUESTIONS

Q1. Question from Councillor Drinkwater to the Cabinet Member for Operational Services, Leisure and Waste:

"Lichfield District Council has many trees across the District that it owns and has responsibility for. Maintenance of these trees appears to becoming more and more of a problem for financial resources. Why can't the Authority in the case of real community need like in Princess Close Chase Terrace where Silver Birch trees are blighting the area have an emergency fund to resolve the problems for residents."

Response from the Cabinet Member for Operational Services, Leisure and Waste:

"The Operational Services Manager recently met with Councillor Drinkwater, Councillor Mrs Woodward and several residents at Princess Close to discuss the trees on the adjacent District Council owned grass verge. This followed complaints from certain local residents mainly about leaf fall and seed pods that fell from the trees at certain times of the year. The trees are mainly Silver Birch and the arboriculture consultant who carried out a survey of the trees has advised they are all in generally good health with only low priority works required such as crown lifting and line clearance.

At the site meeting we informed the residents that they can legally trim back any branches from council trees that overhang their boundaries. We confirmed that the trees in question at Princess Close were not in a conservation area and did not have any Tree Preservation Orders attached to them, therefore, they didn't require any additional permission to undertake this work. They were also informed that any work undertaken on the trees needed to be to the current BS 3998 standard. A quote for the work and the name of a contractor was forwarded to Councillor Mrs Woodward to pass on to the residents.

The Council has recently had an arboriculture survey carried out of all of its tree stock (30,000+ trees). The reason for this is to ensure the trees are as safe as is reasonably practical and work is undertaken to trees where necessary in a reasonable timescale.

Any works that are identified as being required are placed into categories.

Urgent: within 24 hrs

Short Term: up to 1 year

Medium Term: Within 3 years

Long Term: within 5 years

Work is undertaken to trees where there is a threat to public safety or they could cause damage to property, or where light is blocked to such an extent that it may cause mental health difficulties for vulnerable neighbours or is a conduit for anti-social behaviour.

The Council will not consider completing works if the complaint or enquiry is about leaf fall and litter, overhanging branches, blocking light to gardens, fruit or seeds falling, blocking views or trees causing nuisance because of wildlife, like birds or squirrels, or sap.

We may allow residents to carry out works to a Council owned tree at their expense as long as the works are specified in advance and agreed with the Council. Trees with Tree Preservation Orders or Trees in conservation areas have additional procedures that have to be followed.

Our current annual budget to cover the tree survey and any pre-planned or emergency maintenance works is as follows;

Lichfield open spaces £13660

Beacon Park £15000

Burntwood £18630

Total £47290

A copy of the Council's tree management procedures is available on the Council's website."

Q2 Question from Councillor Ball to the Cabinet Member for Corporate Services, Revenues and Benefits:

"I would like to thank Councillor Mrs Little for her responses in our email exchanges since the last Council meeting and ask her to explain why she thinks that Lichfield seems to be bucking the trend on Universal Credit and why there are so few people taking up the offer of budgeting advice and discretionary payments, when numbers accessing the local foodbanks, especially among those working, have continued to rise?"

Response from the Cabinet Member for Corporate Services, Revenues and Benefits:

The responsibility for administering Universal Credit (UC) rests with the Department of Work and Pensions. The Council comes into contact with people claiming UC in at least 3 ways: those that are referred to us for personal budgeting support (PBS) by the DWP; as applicants for discretionary housing payments; and as claimants for council tax support.

Since 1 April 2018, the DWP have referred 8 people who are claiming UC to us for PBS. None of the claimants turned up for the appointments. Officers from the local JobCentre Plus have suggested to the Council that the low numbers may be because the majority

of local people claiming UC are in work and may be more accustomed to managing monthly. However, we may see a rise in referrals for PBS when the people with existing claims for out of work benefits are migrated onto UC. We were expecting this 'managed migration' to start next year, but today's reports suggest that this is likely to be delayed.

So far this financial year, the Council has received 38 applications for DHP from UC claimants, compared with 43 in total last year. This rise may be as a consequence of the Council streamlining its DHP application processes to make it easier to claim.

The number of UC claimants claiming council tax support has risen from 265 (March 2018) to 519 (September 2018). The total number of council tax support claimants has increased by 14 (5113 compared with 5099) over this period. The total number of claimants in September 2017 was 5157."

Councillor Ball asked the following supplementary question:

"I would like to thank Councillor Mrs Little for her effort in answering this question. I recognise it is not the responsibility directly of the Council to administer universal credit but would like to ask that given that austerity is over and even Esther McVey MP has said some people are worse off under universal credit, will the Council take the advice of Sir John Major and make sure more money is put into the programme for poorer, disadvantaged people."

Response from the Leader of the Council

Councillor Wilcox advised that he would make the Cabinet Member aware of the question so she could supply a suitable reply.

Q3 Question from Councillor Ball to the Cabinet Member for Regulatory Services, Housing and Wellbeing:

"What will be the Council's response to the recent Government Green Paper on Social Housing and, in particular, what does he feel are the most important points missing from this Green Paper?"

Response from the Cabinet Member for Regulatory Services, Housing and Wellbeing:

"We have not got sufficient capacity to respond individually to the consultation, but we have liaised with Bromford who are responding.

In addition a response to the consultation has also been sent on behalf of the District Councils Network."

Councillor Ball asked the following supplementary question:

"It is regrettable that we do not have the capacity to respond to such a fundamental review of the housing programme. Specifically with regard to stigmatisation and ending stigmatisation would the cabinet member like to comment whether he is more in line with Messrs. Cameron and Osborne and their role when in power through their words and actions in ending social housing."

The Cabinet Member for Regulatory Services, Housing and Wellbeing responded:

"I met with Councillor Ball recently and was looking forward to the meeting since Councillor Ball has made a living out of helping people with their housing needs and is now retired so has time to contribute his knowledge. However, the Councillor is not asking a question but stating rhetoric. I would be happy to discuss the issues since I am here to help the District and the people of the District. As far as the question goes, it is in fact a sweeping statement, so I do not have an answer. '

Q4 Question from Councillor Mrs Woodward to the Cabinet Member for Regulatory Services, Housing and Wellbeing:

"As the Cabinet Member is aware, a number of Councillors, officers and volunteers from local Churches have recently been involved in discussions regarding the case of a homeless man in Lichfield. Is the Cabinet Member satisfied that the Council and its partners are doing all they can to address the growing problem of homelessness and rough sleeping on our streets in Lichfield District?"

Response from the Cabinet Member for Regulatory Services, Housing and Wellbeing:

"I am satisfied that the Council provides a very comprehensive housing options service to try and prevent and relieve homelessness in Lichfield District. We have a thorough implementation plan in place to ensure that we are meeting our statutory duties under the Homelessness Reduction Act 2017 which came into force in April this year, and have recently recruited two additional housing options officers to assist with this.

If the Council receives a report of a rough sleeper, a member of the Housing Options team will conduct a site visit to try and engage with the rough sleeper and encourage them to attend a housing options interview. Our website contains details of what people should do if they see a rough sleeper and the StreetLink service that we receive direct referrals from:

<https://www.lichfielddc.gov.uk/Residents/Housing/Homelessness/Rough-sleeping/Concerned-about-someone-sleeping-rough.aspx>. StreetLink is a national service that has a website, mobile app and phone line that enables members of the public to alert local authorities and street outreach services about people they have seen sleeping rough.

We are currently working with a local faith group and volunteers who currently provide support to rough sleepers; this includes the use of a shower and a hot meal one night a week at Wade Street Church. We are also working with the faith group to explore what other provision can be established in Lichfield. A proposal we are currently working on is the commissioning of a private sector leasing scheme operated on Housing First principles, with the aim of providing supported accommodation to the entrenched rough sleepers we have identified and any others we become aware of.

In the winter months, we operate a severe weather emergency protocol (SWEP), which is triggered when the anticipated night time temperature is zero degrees Celsius or below for three consecutive nights. In those circumstances we will provide temporary accommodation regardless of an individual's eligibility under the homelessness legislation. We will also make referrals to winter shelters in other areas where possible, as we did last winter to Tamworth and East Staffordshire.

We also conduct an annual estimate of rough sleepers in the District, as required by central government; this is a one night snapshot during which we ask all agencies likely to come across rough sleepers during the course of their activities to report any rough

sleeper sightings. In recent years numbers sighted on the official count night have been very low (3 in 2017, 1 in 2016, 2 in 2015, 1 in 2014). We do not have figures for this year yet as this year's estimate will be conducted on November 7th."

Councillor Mrs Woodward asked the following supplementary question:

"I welcome that the Cabinet Member is looking to provide supported accommodation for people such as the individual in question. I'm sure the Cabinet Member knows there has been a 169% increase in homelessness and 469 deaths across 418 Councils meaning it is likely that a death will happen within this Council's area, is the Cabinet Member satisfied that the Council and its partners are doing all that can be done?"

The Cabinet Member for Regulatory Services, Housing and Wellbeing responded:

"I have to be careful talking about individual cases due to GDPR considerations but I am satisfied that the Council's officers are working to make things happen as quickly as possible, however I cannot answer on behalf of other partners."

52 PROPOSALS FROM THE CABINET

(a) Procurement Service Improvement

Councillor Spruce advised that following a review an updated specification for procurement advice, guidance and support had been produced. This had then been tested by a procurement expert at the LGA.

Discussions had taken place with several Councils in the region and the preferred option was Wolverhampton City Council which, as a unitary authority, provided services that the County Council did not.

The cost of the all-embracing service was £56,490 per annum and it was proposed that a contract be signed for 4.5 years. There were potential savings of up to £87,000 per annum if the Council could achieve a 1% reduction in procurement costs. It was hoped that the target, which had been met by other authorities, could be exceeded.

It was then proposed by Councillor Spruce, seconded by Councillor Leytham and

Resolved: That the Medium Term Financial Strategy be updated based on the financial implications identified in the report submitted to Cabinet on 4 September 2018 (and reproduced in the financial implications section of the report submitted to Council) in relation to improvements to the Procurement Service.

(b) Medium Term Financial Strategy

In introducing the report, Councillor Spruce advised that the funding gap was now projected to be £1.22 million for 2019/20, £1.57 million for 2020/21, £1.6 million for 2021/22 and £1.65 million for 2022/23. The figures did not include removal of the negative revenue support grant which, following strong pressure from the LGA, had been hinted at by Whitehall. However, this would not be known until the formal announcement of funding in December. If the negative revenue support obligation was removed it would reduce the funding gap by approximately one third.

Councillor Spruce reported that the ongoing fit for the future programme, efficiency measures and commercial property investment programme required some changes to be made. These included extending the Assistant Chief Executive post for a further year to April 2020, the cost of which would be met from existing budgets and earmarked reserves.

Councillor Spruce noted that further proposals to close the funding gap would be presented to Strategic (Overview & Scrutiny) Committee in November.

Councillor Mrs Woodward said it was strange to be approving the establishment of posts when the report relating to these was to be considered later in the Agenda, noting that they were long term costs. Councillor Wilcox advised that the two posts relating to the major projects team were different posts to those referred to in connection with the estates team.

It was then proposed by Councillor Spruce, seconded by Councillor Leytham and

RESOLVED: (1) That the Medium Term Financial Strategy be approved and updated based on the financial implications identified in the report submitted to Cabinet on 9 October 2018 (and reproduced in the financial implications section of the report submitted to Council) in relation to the extension of the Assistant Chief Executive Post for a further year to Mid-April 2020.

(2) That the Medium Term Financial Strategy be updated based on the financial implications identified in the report submitted to Cabinet on 9 October 2018 (and reproduced in the financial implications section of the report submitted to Council) for the creation of a Major Projects Team.

Councillors Ball, Mrs Evans and Mrs Woodward voted against the proposal.

(c) Neighbourhood Area Designations – Determination of Applications for Designation

It was proposed by Councillor Pritchard, seconded by Councillor Wilcox and duly

RESOLVED: That the delegated authority granted to the Cabinet Member for Economic Growth, Environment and Development Services and the Director of Place and Community to determine applications for the designation of Neighbourhood Areas be continued.

(d) Delivering the Property Investment Strategy

Consideration was given to a report on delivering the Property Investment Strategy.

Councillor Wilcox advised that while there were reports of austerity being over, Councils up and down the country were still having to deal with the massive deficit that had been inherited. He said local government was providing the local stability and leadership necessary to support the national government as it sought to negotiate the best deal for the nation in exiting the European Union.

Councillor Wilcox said it was local councils that helped to make neighbourhoods cleaner, greener and safer in addition to supporting and safeguarding vulnerable children, disabled people, the elderly and those who were homeless and in need.

However, unprecedented funding pressures and demand for key services was pushing councils to the limit. Local Government had sustained disproportionate reductions in government funding over the decade. Councillor Wilcox advised that between 2010 and

2020 Councils would have lost 60p of every £1 the government had provided for services and in 2019/20 revenue support grants were due to be cut by a further £1.3 billion.

Councillor Wilcox noted that like many Councils across the country the District Council was facing significant challenges in balancing its budget, and it could be justifiably proud of its achievements to date in delivering a programme of efficiency savings and work was continuing to identify work streams for review. He stressed that doing nothing was not an option and the report sought to offer a solution that many Councils were embarking upon to maintain viability.

Councillor Wilcox reminded Members that a property investment strategy had previously been agreed by the Council, together with up to £45 million of borrowing to better use assets, shape places and generate income. In support of the strategy, officers had undertaken a significant piece of work to review the options available, this included learning from councils already involved in these activities and undertaking due diligence with a range of experts to test thinking and develop ideas.

As a consequence there were two specific proposals, the first was the establishment of a new estates function to provide professional oversight, optimise existing assets, grow the portfolio and increase income. To do this the Council needed to recruit relevant property professionals who would be supported by the fit for the future transformation programme.

The costs would be met through a combination of existing budgets and increased income. An increase in income of 5% was entirely realistic and would cover the posts, however since this may not be achieved initially as the team became established it was recommended that a contingency of £50,000 per annum be earmarked to cover any shortfall.

Councillor Wilcox gave details of the property acquisition process advising that based on conservative calculations an income of £1.6 million could be achieved by investing £45 million over five years. This would contribute significantly to closing the funding gap.

The second element of work was the development, lease and sale of residential property. To do this a company owned by the Council with a board of directors would be established. As shareholders the Council would retain full control over the company and external expert advice and support would be brought in to support delivery.

The company would offer legislative and financial advantages and was not an unusual approach in local government, with over half of local authorities having set up such vehicles. With an investment of £900,000 loaned to the company and a conservative target of five dwellings per annum it was anticipated that a profit of over £1.1 million could be generated by the 5th year.

Like many companies it would take time to become profitable and until that point annual income would be reinvested to support cash flow and mitigate financial risks. The Council would receive payments from the loan and some income from dividends.

Councillor Wilcox noted that a robust investment business plan would be developed and approved by the Council before the company was incorporated offering further assurance that risks would be modelled and assessed.

Councillor Wilcox referred to the risk areas that had been identified and how these would be managed. He said the Cabinet was grateful to the Strategic (Overview and Scrutiny) Committee for its input and recommendations from the Committee had been incorporated in the report.

It was proposed that the Asset Strategy Group would be replaced with a Member Consultative Group to provide strategic direction and political insight as well as scrutinising decisions going forward.

Councillor Wilcox said challenging times lay ahead but the implementation of the property investment strategy would enable the Council to plan with some degree of certainty, become more self-sufficient and deliver on promises to the electorate. He said the comprehensive proposals had been well considered, robustly tested and risk assured. They would support the delivery of the property investment strategy, help improve communities, address the broken housing market and generate income.

Councillor Pritchard highlighted the fact that after next year there would be no funding from Government. The proposal was a means of ensuring that the Council could still provide services. It was the only way forward, and great care had been taken to ensure risks were limited. While nothing was risk free, the Council has sought to address all the necessary issues and the strategy was something the Council quite simply had to do.

Councillor Mrs Woodward said it was a pity that much of the information concerning the proposal was still confidential. She expressed concern that the strategy had been rushed through out of sight of back bench councillors and feared it represented a post Friarsgate knee jerk reaction which would be committing the next Council.

Councillor Mrs Woodward said Burntwood had to rely on private sector funding while here a £900,000 commitment was being made plus a further £50,000 from contingencies. She called for a wider view to be taken of how and where money would be spent and questioned whether the objective was to make money or to meet need.

Councillor Mrs Woodward asked for clarification on a number of issues including who would be on the Member Group set up to provide strategic oversight and who besides the Council might be shareholders in the property company. Councillor Mrs Woodward also sought reassurance on potential conflicts of interest. She said there was reference to the Cabinet taking too long to make decisions, but Cabinet decisions could be taken quickly and the proposed externalisation of decision making would remove democratic accountability.

She said the provision of loans by the Council to provide operating capital illustrated the inherent risk of the proposal, while the provision of five dwellings a year was unambitious, and questioned what kind of dwellings they would be.

Councillor Mrs Woodward said property was notoriously risky, and suggested the Council consider its commercial options, for example a gardening service which could be of great benefit for elderly and vulnerable people, or a catering service given that much of the income generated from events in the parks came from catering.

Noting that the County Council was considering its housing strategy Mrs Woodward suggested that there could be economies of scale yet the County Council's Chief Executive and relevant Director appeared to be unaware of the consultations over the District's proposals.

Councillor Mrs Woodward said she accepted the principal and admired the ambition but it needed a lot more discussion and scrutiny and she was not willing to commit the next council to some of the commitments in the report.

Councillor Mrs Woodward referred to a recent House of Commons Briefing that stated while many local authorities had experience in commercial services and were comfortable with the risks involved, those that do not are moving into a new market and

scaling up significantly. This would require a clear commercial mind-set which was understood at all levels of the authority and there would need to be a clear focus on gaps in the market, competitors and the scale of risk. Councillor Mrs Woodward questioned if Members felt comfortable with this, stating that she was not, and then moved the following amendment:

‘that paragraphs 1.12, 1.13, 1.14 and 1.16 of the report be deleted and paragraph 1.15 be amended to read that *the Council continues to explore the option and implications of creating a local authority company deferring any final decisions until a new Council is elected in May 2019*’.

The amendment was seconded by Councillor Mrs Evans.

Councillor Leytham objected that it was not an amendment since it took away 99% of the recommendations, and was therefore an attempt to put a new motion.

Councillor White said the original motion as submitted should be defended since it was imperative that local authorities used the tools available to protect services. He said the mechanism proposed allowed the conservative administration to continue to deliver services for the people of the District and disagreed that the decision should be delayed pending the election in May, noting that local government was continually making long term decisions and commitments.

Councillor White said much of the risk had been mitigated, and the Leader had been clear that expert advice formed an integral part of the proposal. He said the Council had a prudent treasury management strategy and he was comfortable with setting up a property investment company noting that in his professional life he was a Managing Director of Malvern Hills Science Park which had three investors, a District Council, a County Council and the Chamber of Commerce. He said it was a ‘for profit’ business set up in 1999 that continued to generate dividends for the district and county councils involved and was a great way to convert capital into revenue income.

Councillor White said the divide and rule approach used by the opposition was disappointing since this was a strategy for the whole district. He said the District was made up of three principle areas, Lichfield, Burntwood and the rural areas. There had certainly been investment in Burntwood, probably less in the rural areas, but the divide and rule approach didn’t do anyone any favours. Regarding governance, Councillor White said nationalisation did not work for the nation and it was necessary to set these things free. He stated that he was totally against the amendment and said the Council needed to get on and approve the report.

Councillor Ball advised that although he was not against the proposal in principle he supported the amendment because the risks and not been explored and explained to his satisfaction. He said the Council did not have a great record with its existing commercial property and he was concerned that the Council was setting up to fail.

Councillor Ball said he thought the housing company was a good idea in principle but he was concerned about the rush. Given that it was partly a mechanism to avoid the ‘right to buy’ he questioned why the Council didn’t call for the suspension of right to buy across the District.

Noting that the Council did not have the capacity to respond to the consultation on housing referred to earlier, Councillor Ball questioned how it could operate a sales programme. He also questioned why the Council was looking to provide housing for sale when it was much more relevant to produce much needed housing for rent.

Councillor Ball said that the representative from Anthony Collins Solicitors who attended the Member presentation on the proposal had confirmed the risky nature of the venture. Therefore it was essential to make the right decisions or it might end up damaging the District overall. Councillor Ball said Councillors needed to consider their consciences and not risk the District's funds.

Councillor Strachan said in the current climate projects like the one proposed were necessary and not at all uncommon for local authorities. Indeed the main concern was that local government investment could contribute to a bubble, which is why good quality due diligence was necessary and why the relevant clause has been built into the proposal.

Councillor Strachan noted that the proposals provided a vehicle to deliver affordable housing and address unmet need while providing a return for the Authority that allowed the Council to do its job. That the proposal went to Cabinet before Overview & Scrutiny was an accident of timing but Full Council was the decision making body.

Councillor Strachan said the amendment to kick the proposal into the long grass was a do nothing option, a false option that did nothing to address needs and therefore provided a negligent route. He acknowledged that property was risky but noted that the Council had received a great amount of professional advice and therefore urged Members to vote against the amendment and for the proposal.

Councillor Cox advised that the risk of not doing anything outweighed the risks of the proposal.

Councillor Mrs Evans agreed that services had to be funded but said it was once thought that Friarsgate didn't represent a risk. She raised concerns about putting public money at risk and expecting officers to do more. While housing was undoubtedly needed, she said the market was risky and the Council may not be able to cover its costs. Councillor Mrs Evans said the proposal needed to be considered more carefully.

A named vote was then taken on the amendment as proposed:

'that paragraphs 1.12, 1.13, 1.14 and 1.16 of the report be deleted and paragraph 1.15 be amended to read that *the Council continues to explore the option and implications of creating a local authority company deferring any final decisions until a new Council is elected in May 2019*'.

The votes were recorded as follows:

FOR (3)

Ball, C.
Evans, Mrs C. D
Woodward, Mrs S. E

AGAINST (24)

Bacon, Mrs N.
Boyle, Mrs M. G.
Cox, R. E.
Eagland, Mrs J. M.
Fisher, Miss B.
Hoult, B. E.
Lax, Mrs A. C.
Leytham, D. J.
Matthews, T. R.
O'Hagan, J. P.
Pritchard, I. M. P
Rayner, B. L.
Salter, D. F.
Shepherd, Miss O. J.

ABSTAIN (0)

Smith, A. F.
Spruce, C. J.
Strachan, R. W.
Tittley, M. C.
Tranter, Mrs E. H.
Warfield, M. A.
White, A. G.
Wilcox, M. J.
Yeates, A.
Yeates, B. W.

It was then proposed by Councillor Wilcox, duly seconded and

RESOLVED: (1) That Council agree the use of general reserves to provide contingency funding for any shortfall within the budget and amend the Medium Term Financial Strategy for the necessary changes to Property Management Budgets as detailed in the financial implications section of the report, including the appointment of two posts in the newly created estates team.

(2) That Council amend the Approved Investment Strategy to approve a loan of up to £900,000 to the local authority company for a period of 5 years.

(3) That Council agrees to the creation of a new officer group to provide cross-organisation focus to asset management.

(4) That the Council creates a local authority company to deliver its development and housing ambitions.

(5) That Council delegate the next steps to the Leader and Chief Executive particularly;

- A change in the constitution to replace the Asset Strategy Group with a new member consultative group
- A change to the constitution to delegate to the Leader and Chief Executive to make an offer for property acquisitions of up to £2m (subject to due diligence being undertaken) with oversight by the S151 officer and Monitoring Officer.
- The creation of a company including the setting up of a board, shareholder committee, memorandum and articles of association, shareholder agreement and loan terms
- The amendment of the constitution as necessary to incorporate the above changes including the incorporation of terms of reference for the two groups once agreed.

Councillors Ball, Mrs Evans and Mrs Woodward voted against the proposal.

Councillors Leytham and Wilcox thanked the Assistant Chief Executive and other officers involved for their work in connection with the delivery of the property investment strategy.

53 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

54 CONFIDENTIAL REPORT OF THE LEADER OF THE COUNCIL ON CABINET DECISIONS FROM THE MEETING HELD ON 4 SEPTEMBER 2018 AND CONFIDENTIAL CABINET MEMBER DECISIONS

The report of the Leader of the Council was noted.

55 CONFIDENTIAL MINUTES OF COMMUNITY, HOUSING AND HEALTH (OVERVIEW AND SCRUTINY) COMMITTEE

Minute 15 – Allocations Scheme

Councillor Ball recalled concerns about Hawthorn House in Lichfield being empty, and noted that its closure followed the withdrawal of funding by the County Council. He said it was a great pity that a useful means of helping people get into housing had been lost.

Councillor Ball recalled that in approving the allocations scheme regret had been expressed that some people had been moved down the list of needs due to the shortage of social housing.

Councillor Mrs Woodward spoke about housing for people with complex needs and mental health problems in her area. Following the loss of supporting people funding she said she had warned of things getting to crisis point, and unfortunately this had now happened.

Councillor Mrs Woodward said it was good to know that the Cabinet Member was looking at supported housing, noting that a small number of people with complex problems posed particular problems and became stuck in a revolving door between prison, probation and housing. She urged continued focus on the small number of individuals who are unable to sustain tenancies without support.

Reference was made to communications on social media highlighting mental health issues and Councillor O'Hagan said it was important to note that no personal cases had been discussed.

Councillor White explained that the supporting people grant was originally ring fenced but this was later removed. Meanwhile, the 2014 Care Act ensured people with a need are assessed and allocations are made on the basis of this assessment.

Councillor Miss Shepherd noted the issues raised and undertook to relay these to the Chairman of the Committee.

(COUNCILLOR WHITE DECLARED AN INTEREST IN THIS ITEM AS THE STAFFORDSHIRE COUNTY COUNCIL CABINET MEMBER FOR HEALTH, CARE AND WELLBEING)

(The Meeting closed at 8.04 p.m.)

CHAIRMAN

This page is intentionally left blank

**FOR COUNCIL
18 DECEMBER 2018
(GREY ENCLOSURE)**

REPORT OF THE LEADER OF THE COUNCIL

CABINET DECISIONS – 20 NOVEMBER 2018

1. Lichfield District Local Plan Allocations Modifications Consultation (main and minor)

The Cabinet:

- 1.1 Approved the Local Plan Allocations document (Appendix A of the report), the schedule of proposed modifications (Appendix B of the report), the accompanying Policies Map ([Appendix C](#) of the report) the Sustainability Appraisal (Appendix D – [Part 1](#) & [Part 2](#) of the report) and Habitat Regulations Assessment (Appendix E of the report) for public consultation from 19th December – 06th February 2019.
- 1.2 Approved the guidance document (Appendix F of the report) to accompany the consultation documents.
- 1.3 Delegated authority to the Cabinet Member for Economic Growth, Environment & Development Services in consultation with the Head of Economic Growth to submit the consultation findings to the Planning Inspectorate.
- 1.4 Delegated authority to the Cabinet Member for Economic Growth, Environment & Development Services in consultation with the Head of Economic Growth to make any minor changes to the appearance, format and text of the Local Plan Allocations Document or the supporting documents prior to submission in the interests of clarity and accuracy.

2. Proposal for a Small Business Grant Scheme

The Cabinet:

- 2.1 Agreed the proposal and approved the commencement and implementation of a small business grant scheme for an initial three year period 2018/19 to 2020/21.
- 2.2 Delegated responsibility for deciding on the allocations of monies under the scheme to the Cabinet Member for Economic Growth, Environment & Development Services in consultation with the Head of Economic Growth.

CABINET DECISIONS – 4 DECEMBER 2018

3. Calculation of Business Rates 2019/20, Council Tax Base for 2019/20 and the Projected Collection Funded Surplus / Deficit for 2018/19

The Cabinet agreed:

- 3.1 That Council be recommended to approve an update to Council Tax discounts:
- To remove the 2 month period for unoccupied and unfurnished domestic property from 1 April 2019.
 - To update the discounts on long term empty properties of 2 years or more:
 1. From 1 April 2019 an increase up to 200% (currently 150%).
 2. From 1 April 2020 for properties empty for less than 5 years up to 200% and at least 5 years up to 300%.
 3. From 1 April 2021 for properties empty for less than 5 years up to 200%, at least 5 years but less than 10 years up to 300% and at least 10 years up to 400%.
- 3.2 That Council be recommended to approve in accordance with the relevant legislation and regulations, the Council Taxbase (Band D residential properties) for Lichfield District for the financial year 2019/20 of 38,010.8 (non-approval of 2.1 would reduce the Taxbase by 171.5 to 37,839.3).
- 3.3 That the estimated Council Tax Collection fund Surplus of (£230,300) and the estimated Business Rates Collection Fund surplus of (£529,800) for 2018/19 be noted.
- 3.4 That Authority be delegated to the Cabinet Member for Finance and Democracy and the Chief Financial Officer (Section 151) to complete and certify the NNDR1 for 2019/20 on behalf of the Council.

4. Money Matters 2018/19: Review of Financial Performance against the Financial Strategy April to September 2018

- 4.1 The Cabinet noted the report and issues raised within and that Leadership Team with Cabinet Members will continue to closely monitor and manage the Medium Term Financial Strategy 2017-22.

5. Brownfield Land Register 2018

- 5.1 The Cabinet approved the Lichfield District Council Brownfield Land Register (Part 1) 2018 for publication.

6. Statement of Community Involvement - Revision

- 6.1 The Cabinet agreed the Draft Statement of Community Involvement and that it be consulted upon from 2nd January to 1st February 2019.

7. Update for Appendix A of Sustainable Design Supplementary Planning Document

The Cabinet:

- 7.1 Approved the updated Sustainable Design Supplementary Planning Document –‘Space about Dwellings and Amenity Standards for all Development’ for the purposes of undertaking public consultation.
- 7.2 Approved the consultation period and methods proposed at paragraphs 3.7 - 3.9 of the Cabinet report.
- 7.3 Delegated authority to the Cabinet Member for Economic Growth, Environment & Development Services in consultation with the Head of Economic Growth to make any minor changes to the appearance, format and text prior to consultation in the interests of clarity and accuracy.

8. Conservation Area Appraisals and Management Plans for Wall and Wigginton

The Cabinet:

- 8.1 Noted the results of the consultation, supported the final appraisal and management plans and recommended them to be submitted to Council for approval.
- 8.2 Supported the proposed boundary changes to the Conservation Areas as shown on the maps in Appendix B of the report and recommended them to be submitted to Council for approval.
- 8.3 Supported the proposal to add the properties listed in Appendix C of the report to the Register of Buildings of Special Local Interest and recommended that these additions to the Register be submitted to Council for approval.

9. Designation of a New Conservation Area for Drayton Bassett

The Cabinet:

- 9.1 Noted the results of the consultation and supported the designation of a new Conservation Area in Drayton Bassett as shown in Appendix B of the report and recommended submission to Council for approval.
- 9.2 Supported the final appraisal and management plans and recommended submission to Council for approval.

- 9.3 Noted the properties proposed for addition to the Register of Buildings of Special Local Interest and supported these additions to the Register, and recommended submission to Council for approval.

10. **Decision Statement Regarding Fradley Neighbourhood Plan proceeding to Referendum**

The Cabinet:

- 10.1 Accepted and agreed to the making of modifications as set out in the 'Decision Statement regarding Fradley Neighbourhood Plan proceeding to referendum' hereby referred to as the Decision Statement. This will enable the Plan to be proceed to the referendum stage.
- 10.2 Approved the publication of the Decision Statement for the Fradley neighbourhood plan.

DECISIONS MADE BY CABINET MEMBERS

11. **Marketing Opportunities with Visit Lichfield**

- 11.1 The Cabinet Member for Economic Growth, Environment and Development agreed to introduce new marketing opportunities on the 'Visit Lichfield' website.

**MICHAEL J WILCOX
LEADER OF THE COUNCIL**

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

12 NOVEMBER 2018

PRESENT:

Councillors Cox (Chairman), Ball (Vice-Chair), Warfield (Vice-Chair), Mrs Baker, Mrs Boyle, Mrs Lax, Marshall and Mrs Stanhope MBE.

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

31 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Drinkwater, Mrs Eagland, Mrs Fisher and Smith.

32 DECLARATIONS OF INTEREST

No declarations were received.

33 MINUTES OF THE PREVIOUS MEETING

The Minutes of the previous meeting were approved and signed as a correct record. It was noted that the Environment Agency had, as yet, not come back to Members regarding their queries and it was agreed that Officers would follow this up.

34 WORK PROGRAMME

The work programme was considered by the Committee. When asked if there was scope to bring forward the review of the operation of the Planning Committee, it was noted that it was agreed to allow a full 12 months operation of the new structure before evaluating it.

RESOLVED: That the Work Programme be noted.

35 SUSTAINABLE DESIGN SPD APPENDIX A UPDATE

The Committee received a report proposing an update to Appendix A of the Sustainable Design Supplementary Planning Document (SPD). It was noted that the document and the standards included in it have been used in determining planning applications since its adoption in 2015 but following comments received, had been reviewed and clarification added to ensure a more consistent and transparent approach. It was noted that the amendments proposed were minor and subject to consultation.

Members felt that the diagrams added were clear and helpful especially to non-technical readers.

There was concern that using the term adequate could lead to ambiguity however it was reported that a level of flexibility was required as developments and circumstances differ from case to case, plus the document and Appendix needs to be read as a whole. It was also felt that Officers and the Planning Committee would make subjective judgements on whether the standards had been adhered to and the acceptability of proposals.

It was noted that when considering use of obscure glazing that the level of obscure glazing should be clarified to ensure it is effective to neighbouring properties. The wording 'to appropriate level' to be included in the paragraph under the title 'overlooking' at page 19 (page 27 of SPD Appendix) after the words, "...they should be obscure glazed"

Also, clarification of the word affected rather than effected to be used at paragraph 15 page 19.

- RESOLVED:** (1) That the report be noted;
- (2) That the updated Sustainable Design SPD Appendix A 'Space about Dwellings and Amenity Standards for all Developments' be referred to Cabinet for agreement to undertake public consultation as part of the review of this.

36 PLANNING ENFORCEMENT RESOURCE REVIEW

The Committee received a report advising the Committee of the current planning enforcement status (workload) and resource. It was reported that although a discretionary service, it was a vital part of planning.

Members were pleased to note how well the department was performing but had some concerns that the level of cases closed compared to the number received was reducing. It was reported that there were other factors involved including complexity of cases and some do take years to resolve and other cases are purposely kept open to allow for ongoing monitoring.

Clarification was sought as to why the number of Planning Contravention Notices from Lichfield District Council had dropped over the last two years and it was reported that these notices were for gathering information only and not imperative to the process and it may be that a different and more effective method of gaining the evidence was being used.

The Committee recognised that only with more resources could a proactive approach to enforcement take place and were reassured by the Cabinet Member that this was being considered. The Committee agreed to keep the monitoring of resources in the service under review.

- RESOLVED:** (1) That the current status and resource of the planning enforcement team be noted; and
- (2) That the implications of such resource in the context of the delivery of the Local Enforcement Plan and government policy set out in the National Planning Policy Framework remain under review.

37 ENFORCEMENT PLAN UPDATE

The Committee received a report on an update to the Planning Enforcement Plan that was dated April 2013. It was reported that the update ensured it was in accordance with the updated National Planning Policy Framework (NPPF) and good practice guidance.

It was noted that a new target to close 80% of cases within 12 weeks of their registration had been set as this was a more achievable target, subject to adequate resources. . It was agreed to monitor enforcement performance using the targets set within the revised document as the benchmark going forward.

It was asked if Environmental Health could also be included in paragraph 2.4 of the Plan and this was agreed.

Members questioned whether a note be included within the Plan to highlight the seriousness of flouting the planning rules and that action would be taken where necessary.

- RESOLVED:** (1) That the contents of the report be noted; and
- (2) That the proposed updated Local Planning Enforcement Plan be approved.

38 DESIGNATION OF A NEW CONSERVATION AREA FOR DRAYTON BASSETT

The Committee received a report on the results of the public consultation on the proposals to designate a new Conservation Area in Drayton Bassett.

Members were supportive of the proposal.

- RESOLVED:** (1) That the results of the consultation be noted and support be given to the designation of a new Conservation Area in Drayton Bassett and Cabinet and Full Council be recommended to approve;
- (2) That the results of the consultation and support be given to the final appraisal and management plans and Cabinet and Full Council be recommended to approve; and
- (3) That the properties proposed for addition to the Register of Buildings of Special Local Interest be noted and these additions be recommended to Cabinet and Full Council for approval.

39 CONSERVATION AREA APPRAISALS AND MANAGEMENT PLANS

The Committee received a report on the results of the public consultation on the draft Conservation Area Appraisals and Management Plans for Wall Conservation Area and Wiggington Conservation Area.

The Committee were supportive of the proposals and pleased that Wall had been given status of 'special architectural or historic interest' due to its national historic importance.

- RESOLVED:** (1) That the results of the consultation and support be given to the final appraisal and management plans and Cabinet and Full Council be recommended to approve;
- (2) That the proposed boundary changes to the Conservation Areas be supported and recommended to Cabinet and Full Council for approval; and
- (3) That the properties proposed for addition to the Register of Buildings of Special Local Interest be noted and these additions be recommended to Cabinet and Full Council for approval.

40 ECONOMIC PERFORMANCE UPDATE

The Committee received a report providing an overview of Lichfield District's current economic development performance and the impact of the Council's Economic Development service's activities in this area. It was noted that economic growth was an important priority of the Strategic Plan and progress was being made due to dedicated Officer support.

It was noted and there was concern that failure of business were high but it was noted that further investigations as to why would be done with how the Council could help to prevent this. It was noted that Enterprise births were still greater than the county average. It was asked to look at the age profiles of people setting up businesses and the circumstances to why they have set them up as it is possible that they have been forced to due to redundancy and lack of jobs in their relevant field and support could be given better by reducing this issue.

It was asked if the data gathered took into account industrial development as there are problems in that sector too. It was reported that Officers were in discussions regularly with developers and were helping signpost businesses to opportunities.

It was recognised that there was a skills gap especially in the STEM sector but it was noted that it was a national problem not just a local one and jobs in these fields were not attractive to younger people and employees were not as willing to take on unskilled individuals and train them up.

RESOLVED: That the current performance of Lichfield District's economy and the actions being undertaken to support this and local business including by the District Council be noted.

41 BRS WORKING GROUP - NOTES OF MEETINGS

The notes of the recent BRS Working Group were circulated.

RESOLVED: That the information received be noted.

(The Meeting closed at 7.50 pm)

CHAIRMAN

STRATEGIC (OVERVIEW AND SCRUTINY) COMMITTEE

22 NOVEMBER 2018

PRESENT:

Councillors Strachan (Chairman), Mrs Woodward (Vice-Chair), Mrs Barnett (Vice-Chair), Mrs Evans, Greateorex, Tittley and White.

(In accordance with Council Procedure Rule No.17 Councillors Mrs Little, Spruce, Wilcox and A. Yeates attended the meeting).

19 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Constable, Powell, Rayner and Smith.

The Committee thanked the Head of Leisure & Operational Services who had recently left and the Head of Development Services who would soon be leaving the authority for their work and input at Lichfield District Council.

20 DECLARATIONS OF INTEREST

Councillors Tittley, Mrs Woodward and White declared personal interests in any reference to Staffordshire County Council as they are also Members of that authority.

21 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on the 5th September 2018 were signed as a correct record. It was noted that some aspects of the Property Investment Strategy report were confidential and it was questioned as to why. It was reported that the information contained in the appendices had been commissioned from outside agencies and making them public would be in breach of contract as it was privileged information. The Chairman gave a commitment to monitor confidentiality regarding similar items in the future.

22 WORK PROGRAMME

The work programme was noted.

23 DRAFT MEDIUM TERM FINANCIAL STRATEGY 2018-2023 - PROPOSALS FOR CLOSING THE REVENUE FUNDING GAP

The Committee received a report on the approved Medium Term Financial Strategy (MTFS), Draft Capital Programme and its Revenue implications and finally proposals for closing the Revenue Budget funding gaps.

It was reported that the MTFS would be approved in as approved in February and due to emerging cost pressures such as pay awards and changes to funding from grants and local taxpayers, the Approved MTFS identified funding gaps from 2019/20 onwards. It was reported that a review had been conducted earlier than in previous years to allow for Members views on proposals to reduce this gap before the MTFS came forward for approval. It was noted that the proposals did not include fundamental reviews including waste management. It was also noted that there were reserves to close the gap but only on a short term basis.

It was also reported that the Capital Programme was reviewed annually and 10 capital investment bids had been identified with 2 of them, invest to save projects.

Regarding Capital projects, it was felt by some Members that there was not equity across the district especially in Burntwood. It was asked if there was a lack of opportunity or drive to deliver projects in Burntwood and it was reported that progress had been made with increased activity with landowners of the area. It was also reported that many of the projects benefitted the district as a whole. When asked for proposals, it was requested that a review of equipment in parks including Burntwood parks as investment was needed and it was agreed to look at this further.

It was asked if the recent letter from CIPFA regarding commercial properties had been received and what the thoughts were regarding its advice on borrowing for commercial use and associated risks. It was reported that the advice had been given following some local authorities borrowing high amounts however the district council had robust plans in place and there would be a rigorous system in place when deciding investments. It was agreed that a copy of the CIPFA Statement would be circulated to the Committee.

It was asked if there was any pending investment opportunities and it was reported that a team to consider due diligence was required before any investment was considered. It was also asked if the assumptions used to calculate the Funding Gap proposal figures for the Property Investment Strategy could be sent to the Committee and this was agreed.

Members then asked what lobbying was taking place to Government regarding the reduction of funding to Local Government and it was reported that as Chairman of the West Midlands Local Government Association, the Leader of Council was making them aware of the impact of the cuts and a paper had been produced to this effect. It was reported that MP's were being approached as well. When asked, it was noted that the WMLGA did believe that the Council Tax cap should be removed with the final decision the amount of council tax paid made at the ballot box by residents however it was felt that central Government did not share this view.

It was asked what affect losing two Heads of Service could have in delivering savings and it was reported that interim arrangements would be put in place whilst a review of the structure took place. Staffing number were then discussed further and it was noted that although a reduction in headcount could mean a saving, it could also result in loss of services that can be delivered. It was also noted that all opportunities including shared services were and would continue to be considered.

Disabled Facilities Grants (DFGs) were discussed and it was noted that the Council no longer had to match what was received from Government and that figure was not expected to fall. It was noted that need was increasing and the importance of DFGs was still high as it allowed residents to remain in their own homes. It was suggested that renovation of care equipment be considered as it could result in a saving from purchasing new.

It was asked if proposals around public conveniences and shopmobility be reconsidered as they are beneficial to visitors of the district not just residents.

When asked, it was confirmed that no acceptable bids had been received for S106 monies to provide affordable housing and a report with further proposals will be considered by the Community, Housing and Health (Overview & Scrutiny) Committee.

Officers were thanked for the report and proposals given.

RESOLVED: That the views given on the Capital Bids and Funding Gap proposals be noted and the additional areas as discussed be considered as part of the development of the new Medium Term Financial Strategy.

24 OUR APPROACH TO DIGITISATION: PROGRESS REPORT

The Committee received a report updating them on work undertaken to deliver channel shift and digitisation and outlining the progress that has been made in delivering the five 'strategic' projects.

It was reported that online forms had minimised demand on Connects staff, although the introduction of new services like garden waste had increased the number of calls, and this had allowed for better customer service as there was now capacity to deal with more queries including more benefits issues at that first point of contact.

Members asked why the use of Direct Debit had not been incorporated within the garden waste subscription processes in the first two years of operation.

It was reported that in developing the initial administration processes to go live with garden waste in 2017, the potential for allowing payment by direct debit was reviewed.

It was noted that whilst the council used direct debit facilities to collect council tax and rates and other payments, there was little scope to extend existing direct debit processes/systems to allow for the collection of garden waste subscriptions. Existing systems rely on signed paper forms which could not integrate with the garden waste administration processes.

It was noted that the number of direct debit payments was likely to be relatively small and relatively infrequent. The garden waste subscription is paid annually (unlike council tax which is collected monthly) and the value is small at £36/£72 etc. Furthermore, It was also unclear how many additional customers would sign up for a subscription because of the ability to pay by direct debit.

Further work had been undertaken to assess the cost and return of incorporating direct debits into the processes but the business case was insufficiently persuasive to progress at the time. There were concerns that significant investment was required to design, develop and implement a sign-up and collection process that was integrated with the administrative process – without any prospect that it would result in more customers or lower administration costs.

It was asked if the cost could now be investigated again and it was reported that this review was already underway.

When asked, it was noted that data was currently being collected to how many new signups there had been for the 2019 green waste subscription.

The Committee discussed the implications of channel shift and still providing a service to older and vulnerable people who may struggle with digital communications. It was felt that the only way to maximise efficiencies was to turn off analogue systems completely however this could in turn alienate some demographics. The Committee noted that either way brought risk however further options to help these older and vulnerable people could be explored including using charities to help fill in forms, develop easy to use applications, explore simple technology like text messaging and encourage other family members to support where possible. It was also agreed that some other services where there were a few vulnerable users could be offered online only including taxi licensing.

When asked, it was confirmed that specifications for systems were written with the requirement that they must integrate with other systems in use or approved. It was noted that this approach was easier now that the ICT service had been insourced and there had been a good level of engagement with relevant services.

The Innovation Task Group was discussed and it was agreed to place Councillor Smith as Chairman to replace Councillor A. Yeates who had moved from the Committee. It was felt that a technical expert could be advantageous in aiding the group as to what was possible and available and it was noted that advice of that nature was provided by suppliers and Councillor Smith had a background in the field that would be beneficial.

The Committee thanked the Officers for their work so far in delivering digitisation.

- RESOLVED:**
- 1) That the report be noted;
 - 2) That the need for ongoing input from the Innovation Task Group to test new emerging customer facing online processes be noted; and
 - 3) That the membership of the Innovation Task Group be amended to include Councillor Smith as Chairman and delete Councillor A. Yeates.

(The Meeting closed at 8.00 pm)

CHAIRMAN

EMPLOYMENT COMMITTEE

29 OCTOBER 2018

PRESENT:

Councillors Mrs Boyle (Chairman), Salter (Vice-Chair), Mrs Banevicius, Cox, Mrs Eagland, Rayner and B Yeates

13 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Greateorex

14 DECLARATIONS OF INTEREST

There were no declarations of interest

15 EXCLUSION OF PRESS AND PUBLIC

16 REDUNDANCY

The Committee considered the proposal as contained in the report.

RESOLVED: That the compulsory redundancy as set out in the report and Appendix 1 to the report be approved.

(The Meeting closed at 5.45 pm)

CHAIRMAN

This page is intentionally left blank

PLANNING COMMITTEE

29 OCTOBER 2018

PRESENT:

Councillors Marshall (Chairman), Powell (Vice-Chair), Mrs Baker, Bamborough, Mrs Barnett, Cox, Mrs Evans, Matthews, Pritchard, Mrs Stanhope MBE and A Yeates

21 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Mrs Bacon, Drinkwater and Strachan.

22 DECLARATIONS OF INTEREST

Councillor Mrs Stanhope MBE declared a personal interest in relation to applications 18/00486/FULM and 18/01142/OUT as she is a Member of the relevant Parish Council.

Councillor Yeates declared a disclosable pecuniary interest in relation to application 18/01206/FUL as he was the applicant and removed himself from the committee during consideration.

23 MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting held on the 3 September 2018 previously circulated were taken as read, approved as a correct record and signed by the Chairman.

24 PLANNING APPLICATIONS

Applications for permission for development were considered with the recommendations of the Director of Place and Community and any letters of representation and petitions together with a supplementary report of observations/representations received since the publication of the agenda in association with Planning Applications 18/00486/FULM, 18/01142/OUT, 18/00625/FUL, 18/00913/FUL & 18/00914/LBC, 18/01148/COU, 18/01372/FUL and 18/01206/FUL

18/00486/FULM - Erection of 63 dwelling houses and a 90 bed residential care home with associated parking, highways, landscaping and public open space
Bridge Farm, Bridge Farm Lane, Fradley
For: Accord Housing Association

RESOLVED: That planning permission be approved subject to conditions contained in the report of the Director of Place and Community and

- (1) Subject to the owners/applicants first entering into a Section 106 agreement under the Town and Country Planning Act (as amended), to secure contributions/planning obligations towards:-

1. The formation of a maintenance management company to maintain the Open Space, Community Areas and any unadopted roads;
2. Contribution towards Primary Education School Infrastructure;

3. Contribution towards enhancement of public transport services; and
4. Framework Travel Plan Monitoring Fee.

- (2) If the S106 is not signed/completed by the 1 February 2019 or the expiration of any further agreed extension of time, then powers be delegated to officers to refuse planning permission based on the unacceptability of the development without the required contributions and undertakings as outlined in the report.

18/01142/OUT - Erection of a detached dwelling (outline application relating to access and layout)

Elford Cottage, 26 Church Lane, Fradley

Applicant: Mr A Hadfield and Mrs L Sewell

RESOLVED: That planning permission be approved subject to conditions contained in the report of the Director of Place and Community.

18/00625/FUL - Erection of 3no. four bedroom dwellings and associated works including demolition of existing dwelling

15 Fox Lane, Alrewas, Burton upon Trent, Staffordshire

For: Mr G Hale

RESOLVED: That planning permission be approved subject to conditions contained in the report of the Director of Place and Community.

18/00913/FUL & 18/00914/LBC - Replacement of tiled roof with thatched roof, removal of rear bay porches; single storey glass extension to rear, infilling of first floor gable window; replacement of timber window with double glazed timber painted windows; replacement of 2no dormers to front elevation and the addition of 1no new dormer (3 in total); creation of new access and demolition of existing concrete outbuilding and erection of replacement outbuilding to form office and store

70 Main Street, Alrewas

For: Mr and Mrs Ryder

RESOLVED: That planning permission be approved subject to conditions contained in the report of the Director of Place and Community.

(PRIOR TO CONSIDERATION OF THE APPLICATION REPRESENTATIONS WERE MADE BY MR PHILLIP MAYLING (OBJECTOR), MS DEBBIE GLANCY (AGENT) AND MR TOBY RYDER (APPLICANT))

18/1148/COU - Change of use of land to become additional garden space

10 Metcalf Close, Burntwood

For: Mr and Mrs Cockerill

RESOLVED: That planning permission be refused for the following reason:-

The proposed development would lead to an unacceptable erosion of Public Open Space, which would result in the loss of amenity of this area, contrary to Core Policy 10 (Healthy and Safe Lifestyles) of the Lichfield

18/01372/FUL - Single storey extension to rear to form gym, dining area and family area with internal alterations and remodelling
53 The Pines, Lichfield
For: Mr A White

RESOLVED: That planning permission be approved subject to conditions contained in the report of the Director of Place and Community.

18/01206/FUL - Single storey extension to rear to form living room
91 London Road, Canwell
For: Mr A Yeates

RESOLVED: That planning permission be approved subject to conditions contained in the report of the Director of Place and Community.

(COUNCILLOR YEATES DECLARED A DISCLOSABLE PECUNIARY INTEREST AS THE APPLICANT AND REMOVED HIMSELF FROM THE MEETING DURING CONSIDERATION OF THIS APPLICATION)

- 25** Issues Paper - Planning Application Ref. 18/01217/OUTFLM - Hybrid Planning Application comprising outline planning application (with all matters reserved except access points to Cricket Lane) for the construction of up to 520 dwellings, and up to 10.73 hectares for employment uses (use Classes B1/B2/B8), with comprehensive green infrastructure including footpaths, cycle ways, multifunctional open space, children's play areas, open space for sport and sustainable drainage infrastructure including balancing ponds, and other associated ancillary infrastructure and ground remodelling; and full planning application for the construction of a 3,8865 sqm (GEA) class B1C/B2/B8 unit with ancillary office space, access off London Road, including car parking, servicing, drainage works, earthworks and other ancillary works
Location: Land at Cricket Lane, Lichfield

Consideration was given to an Issues Paper relating to the proposed development.

RESOLVED: That the following issues also be addressed in the assessment of the above application:-

- Highways impact including visibility of access at nearby roundabouts, HGV movement at industrial element of the site and routing away from the city centre; and standard of access due to scale of proposals;
- Facilities and infrastructure impact especially on primary education;
- Height of industrial units;
- Impact on the canal;
- GP provision;
- Retaining of hedges;
- Mitigation of noise from A38 for residents; and
- Light pollution from industrial element.

- 26** Issues Paper - Planning Application Ref. 18/01303/FULM - Proposed gas fired electricity generating facility (generating up to 49.99 MW of electricity) including formation of new access road and associated structures/facilities.
Issues Paper - Planning Application Ref. 18/01423/FULM - Formation of new access road to serve proposed gas fired electricity generating facility (generating up to 49.99 MW of electricity)
Location: Land North of Bellamour Lane, Colton, Rugeley

Consideration was given to an Issues Paper relating to the proposed development.

RESOLVED: That no additional issues to those set out in the Issues Paper were raised by the Committee

27 EXCLUSION OF PUBLIC AND PRESS

RESOLVED: That, as publicity would be prejudicial to 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 item 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 as amended.

IN PRIVATE

28 ENFORCEMENT MATTERS - UPDATE REPORT

The Committee received a summary of progress and reports on current enforcement matters where a formal Notice has been served.

RESOLVED: That the information received be noted.

(The Meeting closed at 8.05 pm)

CHAIRMAN

REGULATORY AND LICENSING COMMITTEE

8 NOVEMBER 2018

PRESENT:

Councillors B Yeates (Chairman), Mrs Evans, Humphreys, Salter and Mrs Stanhope MBE

12 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Mrs Bacon, Mrs Constable, Drinkwater, Miss Fisher and Miss Shepherd.

13 DECLARATIONS OF INTEREST

There were no declarations of interest.

14 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 5th July 2018, as printed and circulated, were taken as read, approved and signed by the Chairman.

15 WORK PROGRAMME

The work programme was considered and it was agreed to remove the item on Environmental Health fees and charges, as this could be done under delegated powers.

16 GAMBLING ACT 2005 DRAFT STATEMENT OF PRINCIPLES

The Committee received a report seeking approval to consult on the draft statement of principles 2019- 2022. It was reported that there was no major changes in the legislation, however it was a requirement to review the statement every 3 years.

There was some concern regarding gambling addiction and the effects this has on families, however it was recognised that was not many premises within the District. It was questioned how gambling policy contributed to the Strategic Plan priority of the vibrant and prosperous economy and it was reported that regulation helped ensure a level playing field for business and prevented illegal or non-compliant operations undercutting compliant businesses.

RESOLVED: 1) That the consultation for the draft statement of principles be approved.

2) That any responses to the consultation be considered by the Chairman of Regulatory and Licensing Committee together with the Head of Regulatory Services, Housing and Wellbeing, before submitting to full Council for adoption.

17 CREATION OF A HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING POLICY

The Committee received a report seeking approval for consultation to begin on the draft Hackney Carriage and Private Hire Licensing Policy. It was reported that presently there was

a number of guidance notes and conditions, this would amalgamate them all into one overarching policy.

It was noted that the policy would bring in a penalty point scheme, and the Committee were supportive of this as it would raise standards, whilst providing a consistent approach to unacceptable conduct. Whilst still being proportionate to the nature of the offence.

Members asked if training was given to drivers on assisting disabled passengers and it was reported that there was a number of avenues that could be explored and it would be investigated on the best way of how to deliver this.

It was asked whether driver's mental health was taken into consideration, when applying for their licence and it was reported that all drivers must have a medical assessment every 3 years or more frequently if specified by the medical practitioner or if officers had concerns.

- RESOLVED:**
- 1) That the consultation for the draft Hackney Carriage and Private Hire Licencing Policy be approved.
 - 2) That following the consultation the draft policy together with any significant comments received be brought back to the committee.
 - 3) That the Chairman of Regulatory and Licensing Committee with the Head of Regulatory Services, Housing and Wellbeing be delegated to make any minor amendments to the Policy.

18 STANDARDS FOR HOUSES IN MULTIPLE OCCUPATION

The Committee received a report introducing the recent changes to houses in multiple occupation (HMO) licencing and the updated guidance notes to landlords on these standards.

It was asked how Officers knew of these HMO's within the District to ensure these standards were upheld. It was reported through intelligence gathering either by neighbours or residents of such properties. It was reported that some Landlords have already been proactive and submitted applications. It was suggested that Parish Councils may help in identifying these properties and it was agreed to send these new standards with further information to Parish Clerks.

RESOLVED: That the draft houses in Multiple Occupation Amenity Standards were agreed.

(The Meeting closed at 6.30 pm)

CHAIRMAN

AUDIT AND MEMBER STANDARDS COMMITTEE

14 NOVEMBER 2018

PRESENT:

Councillors Tittley (Chairman), Hoult (Vice-Chair), Mrs Boyle, Marshall, Mosson, Rayner, Strachan, Mrs Tranter and Mrs Woodward

Observer: Councillor Spruce (Cabinet Member for Finance & Democratic Services)

Officers In Attendance: Ms B Nahal, Mr A Thomas and Ms W Johnson

Also Present: Mr John Gregory (Grant Thornton UK LLP) (External Auditor) and Ms Laurelin Griffiths (Grant Thornton UK LLP) (External Auditor)

12 APOLOGIES FOR ABSENCE

There were no apologies for absence.

13 DECLARATIONS OF INTEREST

There were no Declarations of interest.

14 MINUTES OF THE PREVIOUS MEETING

The Minutes of the Meeting held on 25 July 2018, as printed and previously circulated, were taken as read and approved as a correct record.

15 MID-YEAR TREASURY MANAGEMENT REPORT

Mr Anthony Thomas (Head of Finance & Procurement) delivered a Presentation on the Mid-Year Treasury Management Report and explained why we prepare the report and went through the treasury management activities including the projections for the current financial year and the projected prudential indicators.

Mr Thomas explained the Capital Programme performance comparing the Original and Revised Budgets with an increase in Budget of £2,326,500. Spend was projected to be £3,544,000 lower than the Approved Revised Budget. The reasons for the variance to the Approved Revised Budget were also shown in a graph which illustrated £3,000,000 Property Investment Strategy which was approved by Council on 16 October 2018 and Mr Thomas said at present the Council is in the process of recruiting an estates management team that will be integral to the delivery of this strategy. Capital Receipts were projected to be higher than budget due to Disabled Facilities grant repayments and the Council's share of Bromford Right to Buy Receipts. Capital Funding would reflect the projected Capital Programme performance and therefore borrowing would be lower than the Revised Approved Budget.

It was queried if there was to be a review of the Capital Programme as the only capital for Burntwood seemed to be Sankey's Corner Environmental Improvements and it did not seem equitable, could the Burntwood equitable share be looked at as there is a lot of money in Lichfield City Centre. Mr Thomas advised that the Strategic (O&S) Committee would be

considering the Draft Capital Programme and Capital Bids at their meeting on 22 November 2018.

The Balance Sheet Projections reflect lower spend on the Property Investment Strategy together with lower borrowing. The projected year-end balance of investments was 322,186,000 compared to the Budget of £20,911,000.

Borrowing need and its financing reflected the lower projected spend on the Property Investment Strategy.

At 30 September 2018 the Council had £31m of investments with the value of the Property Investment now showing a "book loss" of £90,930 compared to the projected balance on the Earmarked Reserve of £95,083.

Mr Thomas stated that at the end of the financial year last year there was a difference of opinion between ourselves and the External Auditors although this would be overcome through a statutory override. The statutory override has been provided by MHCLG for a 5 year period although CIPFA are still advocating a permanent override.

The yield of our investments compared to other Authorities demonstrated that we are slightly lower than other districts and more spread than others and the evidence shows we are much more secure.

Mr Thomas explained the new requirements of the Treasury Management Code and Prudential Code which states it will be possible to delegate responsibility for detailed Treasury Management Policies to this committee and the updated Prudential Code requires the completion of a Capital Strategy that will need to be approved by Full Council with scrutiny by this committee. Discussion took place around the Capital Strategy content and it was questioned if this document would sit with the MTFs and therefore go to Strategic (O&S) Committee. Mr Thomas said he was happy to do this and offered to look at this with the Chairman of Strategic (O&S) Committee.

The risks associated with the Capital Strategy were discussed and it was deemed that this should be a corporate risk on the risk register.

- RESOLVED:-** (1) The Report was reviewed and noted;
(2) The projected 2018/19 prudential indicators contained within the report were noted; and
(3) The requirement to produce a Capital Strategy that will need to be approved by Full Council was also noted.

16 AUDIT & MEMBER STANDARDS COMMITTEE PRACTICAL GUIDANCE

Mr Thomas briefed Members on the revised CIPFA Audit Committee Practical Guidance 2018 edition which replaced the previous 2013 Position Statement. Discussions took place around the content. The Committee were asked to consider the requirement for an independent member for non-standards issues as well as the standards issues which we currently have. Members did support the inclusion of independent members as it was agreed it would assist with transparency and add real questioning and rigor which is needed on a productive Audit Committee. However, it was felt to be quite a specialist committee and an independent member would need to be trained appropriately and from the correct background which may be challenging for us to find someone appropriate. The Chairman asked the Committee if they knew anyone who they would recommend as an independent member to let himself, Ms Nahal and Mr Thomas know. Ms Nahal - Head of Legal, Property & Democratic Services reminded the committee members that there are restrictions for independent members. She suggested that Council be asked for recommendations now for the next municipal year and this was agreed. In the meantime Committee members did support additional/refresher training for

everyone as the purpose of an Audit Committee was to provide governance and independent assurance and this did include the adequacy of the risk management framework which could focus on the Capital Strategy.

The common areas of difficulty for Audit Committees was highlighted in the Report and the fact that limited knowledge and experience of members had been one of the top three barriers facing both Local Authority and Police Audit Committees.

- RESOLVED:-**
- (1) The Committee noted the updated practical guidance for Audit Committees published by CIPFA;
 - (2) The Committee considered the requirement of an independent member for non-standards issues as well as standards issues and all Members of the Council would be asked to recommend suitable candidates to the Chairman, Ms Nahal and Mr Thomas (Head of Finance & Procurement) for the new municipal year;
 - (3) Members considered additional/refresher training was a good idea for Members of the Committee in the new municipal year.

17 INTERNAL AUDIT PROGRESS REPORT

Members considered the Internal Audit Progress Report April 2018 to August 2018 and Mr Thomas presented the Audit Manager's Report on behalf of Mrs Struthers. The Audit Manager's opinion statement is at Appendix 1.

The report on Audit work carried out during April 2018 to August 2018 was summarised as the Internal Audit progress to the end of August 2018 shows that Internal Audit had started/completed 29% of the planned audits for 2018/19 which has evolved due to an Audit Apprentice being taken on in January 2018 and then left in June 2018 creating a vacancy. This vacancy gap is currently being provided by contracted staff to achieve the audit plan and a new post of Trainee Internal Audit Assistant is due to start in December.

Nine audits had been finalised during the period April 2018 to August 2018 with a total of 30 recommendations made with 27 of them being accepted by management. The table at Appendix 2 detailed the reviews finalised and their assurance levels and the limited assurances for TIC/Tourism and Section 106/CIL agreements were clarified by the Head of Service and Managers:-

Mr Craig Jordan, Head of Economic Growth introduced Ms Lisa Clemson, Tourism Manager to the Committee. Ms Clemson said she had joined Lichfield District Council 12 months ago and had welcomed this audit with it being conducted so soon after her starting the role as it highlighted the key areas that were in need of addressing at the tourist information office. The staffing levels and lack of leadership within the office had been the first area of concern. Ms Clemson said she had restructured the team at the tourist information office, which included moving one of the tourism team to be based at the tourist information office on a full-time basis to oversee the day to day operation. These changes have eradicated the need to use as many casual staff, provided more consistency and a more harmonious working environment. The salary costs are now in line with budget. All the tourism information office staff are now on the TMS system and Ms Clemson has also looked at the banking process taking advice from the finance team. New procedures have been put in place including dual signing when dealing with cash to the bank for a more secure operation. A new operations manual is currently being written by the tourist information team which will be finalised once the move to St Mary's has taken place and the team have settled in. As the tourism information office is currently in the library the office is closed on a Sunday – this was questioned by members as Sundays are usually very busy for Cities like Lichfield. Ms

Clemson said the Visit Lichfield website contained lots of information for visitors and is kept up to date.

The tours were discussed and members were interested in how much the tours actually cost us and questioned the income generated. Ms Clemson advised that she had completed a cost analysis on all of the tours that had gone out over the last 18 months, from this analysis, new procedures have been put into place and prices have increased. Ms Clemson said currently they don't have enough guides to meet the demand for tours. An Open Day is being held on 20 November to recruit new guides, she welcomed anyone to come along and she had put together a training programme to train the new guides.

The Chairman thanked Ms Clemson for her attendance and the clear explanations and members were happy to hear of her vision for the tourism office. The Chairman invited Ms Clemson to return to the meeting in 6 months to update and this was agreed. In the meantime he agreed to write to the Chairmen of both Economic Growth, Environment & Development (O&S) Committee and Leisure, Parks & Waste Management (O&S) Committee as it was felt to be a very important area for the Lichfield District which could be much better. It was queried whether we had sought contributions from other authorities for financial support for tourism (i.e. Lichfield City Council/Lichfield Discover are we connected to them)?

It was agreed that this was not the scope for an Audit & Member Standards Committee but there was scope for another committee to scrutinise the performance of the Tourist Information Centre. Mr Jordan confirmed that this was on the wider economic growth agenda and that the correct committee would be the Economic Growth, Environment & Development (O&S) Committee rather than the Leisure, Parks & Waste Management (O&S) Committee. Mr Turner agreed and said this could be something the O&S Co-ordinating Group look at. Discussions then followed about there being a definite cross over as tourism fits both committee's work programmes and the Chairman agreed to write to both O&S Chairmen.

Mr Craig Jordan, Head of Economic Growth introduced Mr Ashley Baldwin, Spatial Policy and Delivery Manager to the Committee and Mr Baldwin explained that Lichfield District Council had adopted CIL in 2016. This adoption created an additional burden for the team. Mr Baldwin said the audit had highlighted a problem with the integration of the two systems used for s106 and CIL. Mr Baldwin explained that the s106 system was paper based and traditional. The CIL system utilised is a system called Exacom which is a software based system. The system is automated and will assist in meeting assurance levels. It had therefore been necessary to bring s106 historical information on to this new software system. This process enables the establishment of automated monitoring triggers could be set up.

In addition, since the audit, resources had been assessed. Following this the team were successful in securing an officer to solely look at the integration and large strategic sites predominantly. This means that the systems in planning, local plan, CIL, s106 can now work together whereas this was not previously happening. The process of implementing this post is ongoing but significant progress has been made.

Mr Baldwin explained that an item was going to December's Council meeting to remove the charging on domestic extensions which had been a big burden for Lichfield District Council and would free up officer time for bigger developments. This will also free up officer time to more effectively deal with the other areas of work relating to the CIL/s106.

The procedure for the formal process for spending and distributing CIL and s106 monies had also shown up in the audit and Mr Baldwin said a process was now in place. However, the first round of CIL bidding required to working group to consider its approach to ensure bidding applications are of a suitable standard.

The Chairman thanked Mr Baldwin for his explanations and members felt the issues were actually national problems which have occurred since CIL was set up. It was asked if anything had been done through the Local Government Association or the National Framework or if we

were lobbying with others about the problems. Mr Baldwin said we do as an authority submit comments on any change. In addition officers sit on a National Forum convened by the Planning Officers' Society who lobby government on behalf of its members. There is also a local forum which includes the Black Country Authorities/Cannock and Birmingham City who discuss national issues regularly. Mr Baldwin said the two areas picked up by the audit are inherently complex and there is enormous scope for user error and he assured the Committee that he had taken the steps to streamline the systems now, specifically the team who are implementing the bolt-on to Exacom to bring on the s106 agreements.

The Chairman thanked Mr Baldwin again and said he would like to look at it again in 6 months as the systems are money earners for the Lichfield District Council.

RESOLVED:- The Committee noted the Performance Report and issues were discussed.

18 RISK MANAGEMENT UPDATE TO INCLUDE RISK MANAGEMENT POLICY AND CORPORATE RISK REGISTER

Members considered the Risk Management Update which included the Risk Management Policy and Corporate Risk Register. Mr Thomas (Head of Finance & Procurement) in the absence of the Author, Angela Struthers (Audit Manager) explained that there had been 8 risks identified that could potentially have an impact on the Council's ability to deliver its Strategic Plan – See Appendix 2.

Mr Thomas highlighted the two projects which carried significant risks:-

- 1) End of the ICT Support Contract – Mr Thomas explained that this should disappear now as the successful implementation of the in-house service had occurred; and
- 2) The Friary Grange Leisure Centre.

It was queried why the Property Investment Strategy was not a corporate risk on the risk register. This was noted and it was agreed that the Chairman of this Audit & Member Standards Committee would write to the Chairman of the Strategic (Overview & Scrutiny) Committee highlighting this.

RESOLVED: The Committee:

- (1) Approved the revised Risk Management Policy;
- (2) Noted the work undertaken to ensure the risk Management policy is adhered to and the actions taking place to manage the Council's most significant risks;
- (3) Noted that the corporate project risk can be removed following the successful insourcing of the Information and Communications Technology support contract.

19 THE ANNUAL AUDIT LETTER FOR LICHFIELD DISTRICT COUNCIL

Mr John Gregory from Grant Thornton presented the Annual Audit Letter for Lichfield District Council and explained that this will be his last Audit & Member Standards Committee meeting as he is switching his responsibilities and will no longer be our Engagement Lead at Grant Thornton and will be replaced by Mr Phil Jones who is actually a resident of Lichfield and another very experienced Engagement Lead. (Mr Gregory said Ms Laurelin Griffiths would still remain our Engagement Manager).

The Annual Audit Letter for Lichfield District Council was presented and Mr Gregory explained that it actually repeats the Audit Findings Report for Lichfield District Council for the year ended 31 March 2018. This Letter is intended to provide a commentary on the results of our

work to the Council and external stakeholders and to highlight issues that we wish to draw to the attention of the public, in preparing this Letter.

No questions arose and the Chairman on behalf of the Committee thanked Mr Gregory for all his support and professionalism throughout the years whilst being Lichfield District Council's Engagement Lead.

20 AUDIT COMMITTEE LDC PROGRESS REPORT AND UPDATE - YEAR ENDED 31 MARCH 2019

Ms Laurelin Griffiths introduced the Audit Progress Report and Sector Update for year ended 31 March 2019 and said this provided the Committee with a report on the progress in delivering their responsibilities as Lichfield District Council's External Auditors. Ms Griffiths highlighted the audit deliverables set out on page 191 and asked for questions.

RESOLVED: The Committee noted the Audit Progress Report and Sector Update for year ended 31 March 2019.

21 CERTIFICATION WORK FOR LICHFIELD DISTRICT COUNCIL FOR YEAR ENDED 31 MARCH 2018

Ms Griffiths, External Auditor advised the Committee that she was just completing the Report on the Certification Work for Lichfield District Council for year ended 31 March 2018 and there were only a few minor amendments like last time. She agreed to table the full report at the next meeting.

22 WORK PROGRAMME

A revised Work Programme was circulated and the Chairman asked for any additions/alterations to the programme. There were none.

(The Meeting closed at 7.50 pm)

CHAIRMAN

Money Matters : Calculation of Business Rates 2019/20, Council Tax Base for 2019/20 and the projected Collection Fund Surplus / Deficit for 2018/19

Cabinet Member for Finance and Democracy

Date: 18 December 2018

Agenda Item: 10

Contact Officer: Anthony Thomas

Tel Number: 01543 308012

Email: Anthony.thomas@lichfielddc.gov.uk

Key Decision? YES

Local Ward Members Full Council



Council

1. Executive Summary

- 1.1 To approve the calculation of the Council Taxbase (Band D residential properties) for Lichfield District, as required under Section 67 of the Local Government Finance Act (LGFA) 1992.
- 1.2 There is an opportunity to update the Council Tax discounts policy to reflect recent legislative changes.

2. Recommendations

- 1.1 Cabinet recommend to Council to approve an update to Council Tax discounts:
 - To remove the **2 month period** for unoccupied and unfurnished domestic property from 1 April 2019.
 - To update the discounts on long term empty properties of 2 years or more:
 1. From 1 April 2019 an increase up to **200%** (currently **150%**).
 2. From 1 April 2020 for properties empty for less than 5 years up to **200%** and at least 5 years up to **300%**.
 3. From 1 April 2021 for properties empty for less than 5 years up to **200%**, at least 5 years but less than 10 years up to **300%** and at least 10 years up to **400%**.
- 1.2 Subject to approval of 2.1, Cabinet recommend to Council to approve in accordance with the relevant legislation and regulations, the Council Taxbase (Band D residential properties) for Lichfield District for the financial year 2019/20 of **38,010.8** (non-approval of 2.1 would reduce the Taxbase by 171.5 to 37,839.3).

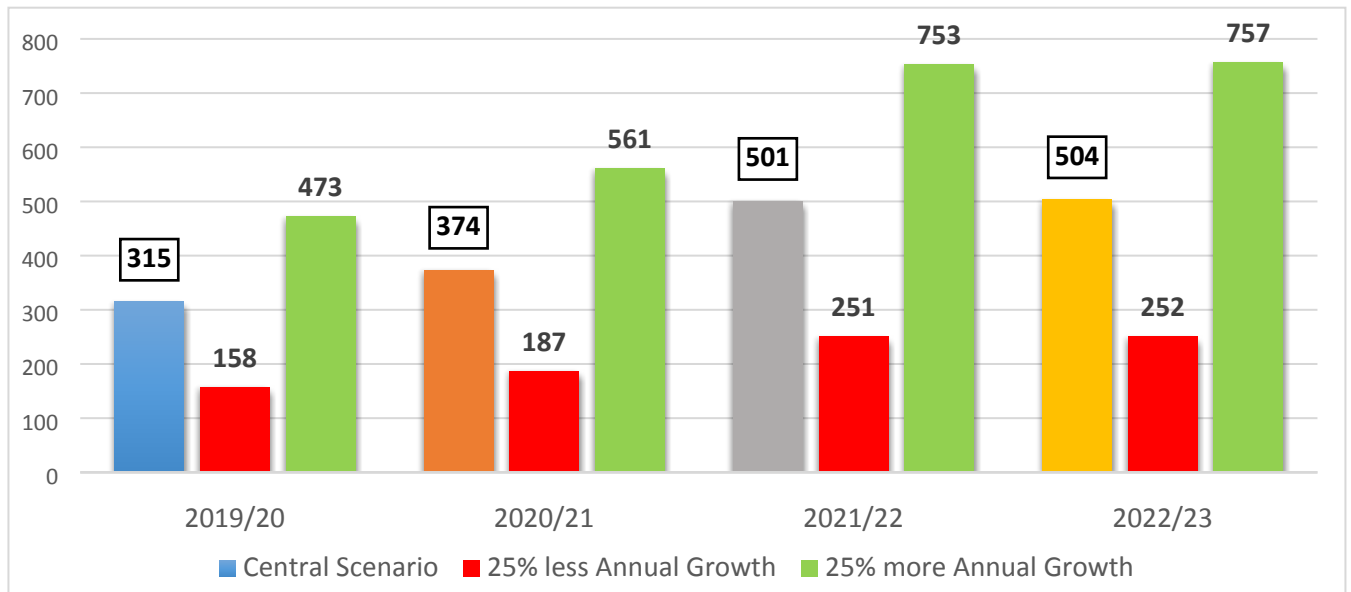
3. Background

Council Taxbase

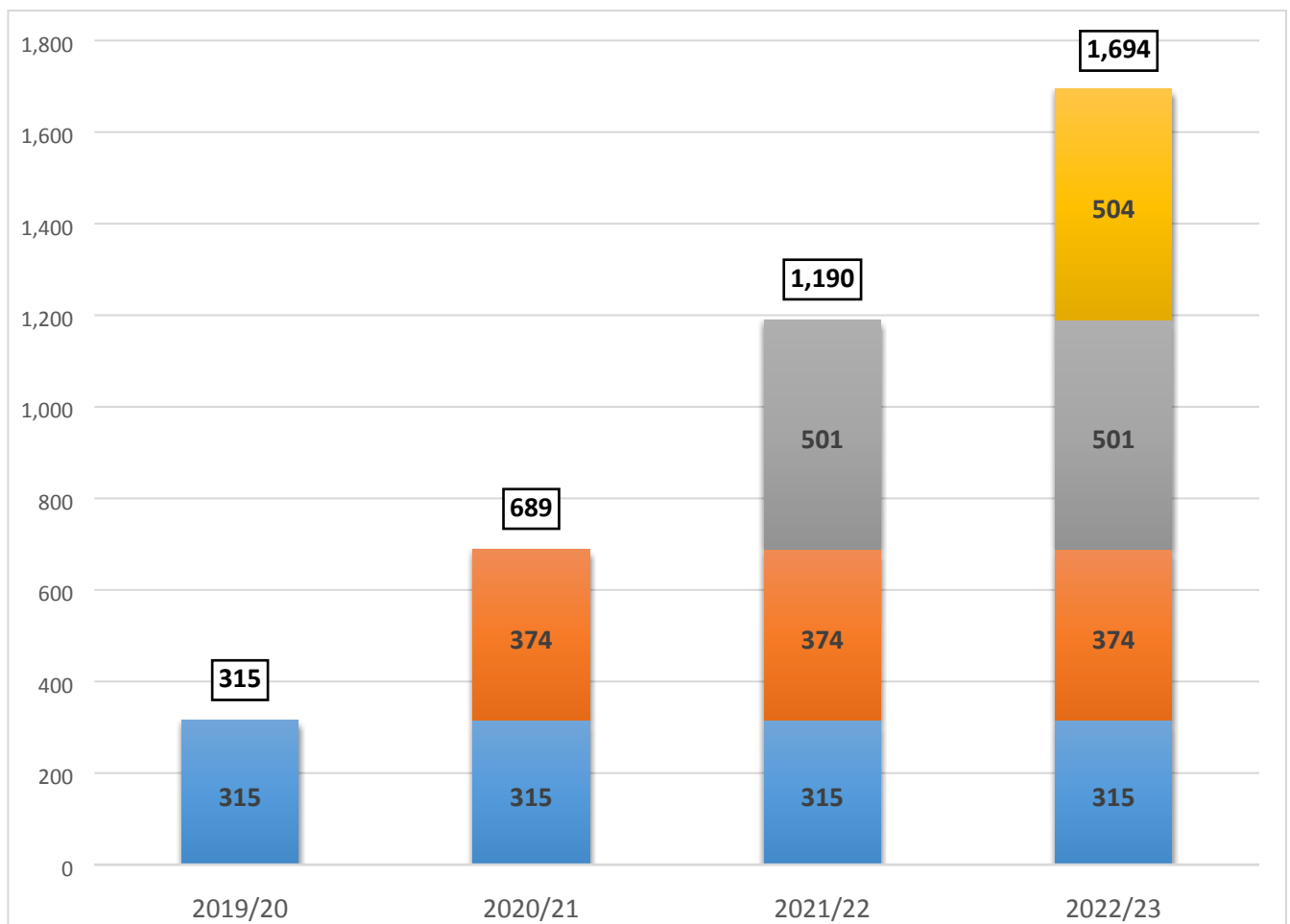
- 3.1 The Council Taxbase represents Band D residential properties within the District for Council Tax purposes.
- 3.2 The calculation includes an allowance for property growth. The starting point is the Five Year Housing Supply and this is adjusted by factors for risks such as delays or non-delivery and to convert growth to Band D equivalents.

Property Growth

- 3.3 The property growth (Band D Equivalents) estimated for the period of the Medium Term Financial Strategy based on the Mid-Point or central scenario of **50%** (over the last four years the average is 58%) of planned property growth (shown as leftmost column for each year) being delivered plus two alternatives (25% and 75% of planned property growth), is shown in detail at **APPENDIX A** and in summary in the graph below:



- 3.4 The central scenario is also shown on a cumulative basis in the graph below. These growth projections will also be used as part of the calculation of New Homes Bonus income (or its replacement).

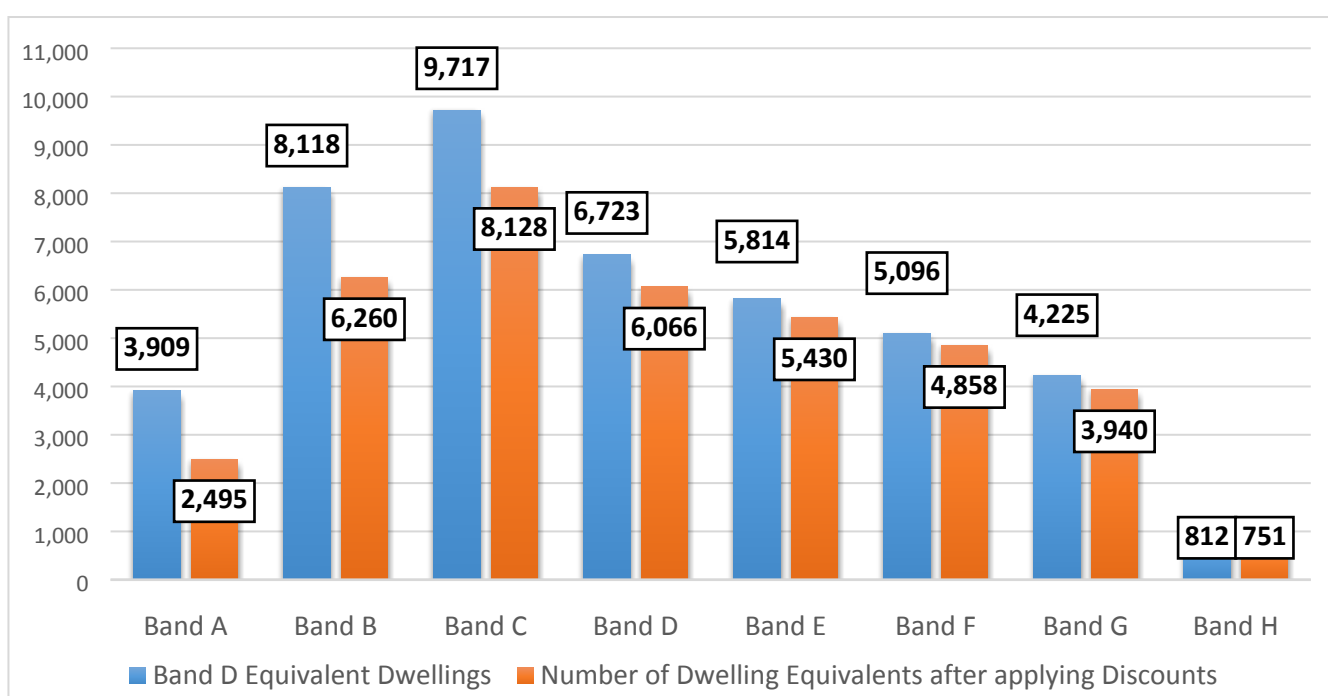


Council Tax Discounts

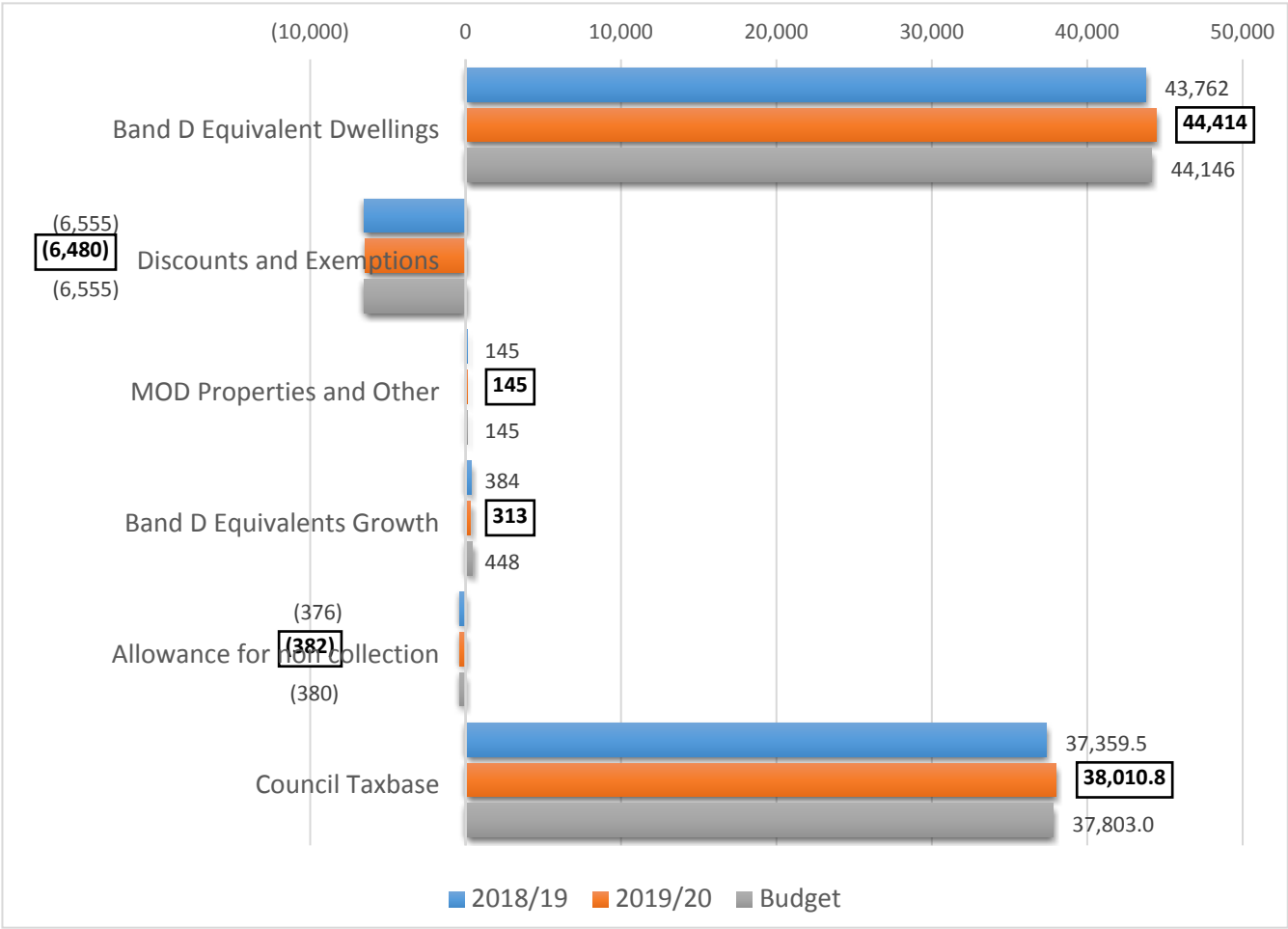
- 3.5 The Council's current approved approach for properties that are unoccupied and unfurnished is to allow a period of two months before Council Tax is charged. This practice creates an additional administrative burden for both the Council and the Owner/Occupier and therefore it is recommended that this practice is updated to remove the two months period.
- 3.6 In addition, the Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018 received Royal Assent on 1 November 2018 and this Act enables the Council to charge a higher amount for long term empty dwellings of 2 years or more.
- 3.7 The charges permitted by the Act:
- From 1 April 2019 an increase up to **200%** (currently **150%**).
 - From 1 April 2020 for properties empty for less than 5 years up to **200%** and at least 5 years up to **300%**.
 - From 1 April 2021 for properties empty for less than 5 years up to **200%**, at least 5 years but less than 10 years up to **300%** and at least 10 years up to **400%**.
- 3.8 The implementation of these charges would potentially provide a greater incentive for owners to make these dwellings available for occupation at a time when housing demand significantly exceeds supply.

Council Taxbase Calculation

- 3.9 The Council Taxbase is calculated as follows:
- The Band D equivalent dwellings (the dwellings in each Council Tax Band multiplied by the Band D ratio).
 - The Band D equivalent dwellings are reduced by discounts such as single person discount or Local Council Tax Support and exemptions.
 - An allowance is made for contributions in lieu of Council Tax for Ministry of Defence Properties.
 - An estimate is made for property growth during 2019/20.
 - A projection is made for non-collection/in year change of **1%**. This reflects the risks and opportunities related to in year changes in properties, exemptions and discounts together with the collection rate (**97.49%** in 2016/17 and **97.47%** in 2017/18).
- 3.10 The Council Taxbase (Band D equivalents) by Council Tax band for the District in 2019/20 prior to and after discounts and exemptions is shown in the graph below and in detail at **APPENDIX B**.



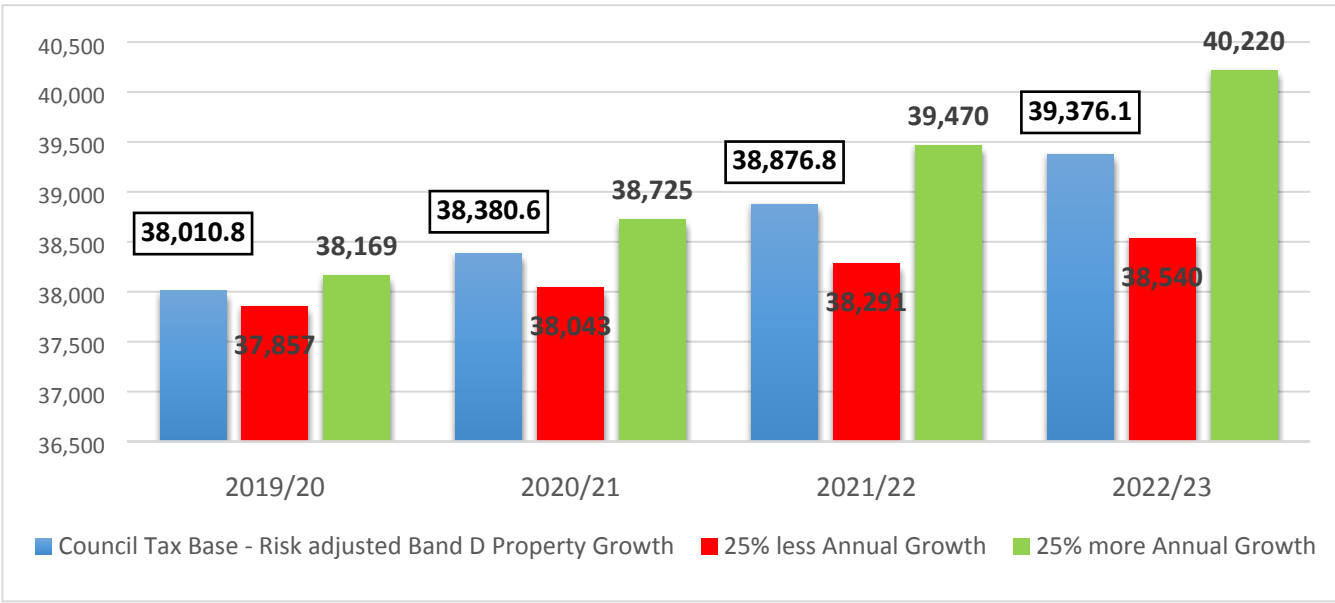
3.11 The figures in the calculation of the Council Taxbase for 2019/20 of **38,010.8** compared to the calculation for 2018/19 of **37,359.5** and the Approved Budget for 2019/20 of **37,803.0** are shown below:



3.12 The Council Taxbase will be used by this Council, Parish Councils, Staffordshire County Council, the Office of the Police and Crime Commissioner and Staffordshire Fire and Rescue to calculate their element of the Council Tax for 2019/20.

3.13 The Council Taxbase for 2019/20 by Parish area is shown at **APPENDIX C**.

3.14 In addition, to the Council Taxbase for 2019/20, the graph below shows the Council Taxbase for 2019/20 to 2022/23. This information will be used in the Medium Term Financial Strategy for the calculation of Council Tax income.



Alternative Options	The calculation of the Council Taxbase must be undertaken in line with statutory requirements and therefore there are no alternative options.
Consultation	There has been no consultation specifically about this Report due to the statutory nature of calculations.
Financial Implications	<p><u>Council Tax</u></p> <p>The removal of the 2 month discount for properties that are unoccupied and unfurnished would increase the Council Taxbase and this would result in additional Council Tax of circa £30,000 per annum for this Council.</p> <p>The Council Taxbase Form as at 1 October 2018 shows 120 properties (135 Band D Equivalents) classed as empty for more than 2 years and therefore being charged the Empty Homes Premium of 150%. This premium currently results in Council Tax for this Council of circa £34,000.</p> <p>The implementation of an increase in the premium from 1 April 2019 to 200% (assuming no change in property numbers) would result in Council Tax for this Council of circa £45,000.</p> <p>However, the aim of the policy is to incentivise owners to make these properties available for occupation. Therefore the implementation of the policy should result in a reduction in the numbers of long term empty properties and as a consequence no adjustment will be made to the Council Taxbase.</p> <p><u>New Homes Bonus</u></p> <p>In addition, the level of long term empty properties is part of the current New Homes Bonus regime with an increase reducing the payment and a reduction increasing the payment. Therefore under the current regime, should the policy prove to be successful, then additional New Homes Bonus would be received.</p> <p>However the New Homes Bonus regime is subject to review for the 2020/21 financial year and this could mean, assuming New Homes Bonus remains, empty property levels no longer form part of the new regime.</p>
Contribution to the Delivery of the Strategic Plan	The Medium Term Financial Strategy (MTFS) underpins the delivery of the Strategic Plan 2018-23.
Equality, Diversity and Human Rights Implications	<p>An Equalities Impact Assessment for the recommended changes to Council Tax discounts has been completed.</p> <p>The aim of the long term empty properties policy change is to incentivise owners to make these properties available for occupation. Therefore the implementation of the policy should result in a reduction in the numbers of long term empty properties resulting in an increase in housing available for occupation.</p>
Crime & Safety Issues	None identified in this report.

**GDPR/Privacy
Impact Assessment**

None identified in this report.

	Risk Description	How We Manage It	Severity of Risk (RYG)
A	Decrease in the Collection rates for Business Rates (NNDR) and Council Tax.	The periodic Money Matters Reports to Cabinet and Strategic (Overview and Scrutiny) Committee provide information on collection rates.	Yellow – Material
B	The assumed level of growth included in the calculation of the Council Taxbase is not achieved.	The periodic Money Matters Reports to Cabinet and Strategic (Overview and Scrutiny) Committee provide information on housing growth.	Yellow – Material
C	The assumed level of discounts and exemptions increases.	The periodic Money Matters Reports to Cabinet and Strategic (Overview and Scrutiny) Committee provide information on the projected surplus or deficit in the Council Tax Collection Fund.	Yellow – Material
D	Failure to calculate the Council Taxbase	This is calculated in accordance with the Local Government Finance Act 1992 and relevant regulations.	Green - Tolerable

Background documents

- Local Government Finance Act 1988
- Local Government Finance Act 1992
- Local Authorities (Calculation of Council Taxbase) Regulations 1992 (as amended).
- Local Government Act 2003
- Council Taxbase (CTB) Return at October 2018
- Money Matters : Council Tax, National Non Domestic Rates and Pension Contributions - Cabinet 6 December 2017
- Medium Term Financial Strategy (Revenue and Capital) 2017-22 - Cabinet 13 February 2018
- Money Matters : 2018/19 Review of Financial Performance against the Financial Strategy – Cabinet 4 September 2018
- Medium Term Financial Strategy (Revenue and Capital) 2018-23 - Cabinet 9 October 2018
- Money Matters : 2018/19 Review of Financial Performance against the Financial Strategy – Cabinet 4 December 2018
- Equalities Impact Assessment

Relevant web links

Provision for Housing Growth

	2018/19	Medium Term Financial Strategy			
		2019/20	2020/21	2021/22	2022/23
Provision for Growth					
Housing Completions per SHLAA	855	701	831	1,115	1,122
Risk Allowance for Non-Completions and timing differences	50%	50%	50%	50%	50%
Housing Completions Projection	428	351	416	558	561
Band D Ratio	0.90	0.90	0.90	0.90	0.90
Band D Equivalents	384	315	374	501	504

25% less Annual Growth	158	187	251	252
25% more Annual Growth	473	561	753	757

The Council Taxbase Return and the Council Taxbase for the purposes of setting the Council Tax in 2019/20

	Band A Disabled Relief	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total 2019/20	Total 2018/19	Total 2017/18
Total Number of Dwellings on the Valuation List	0.0	5,864.0	10,437.0	10,932.0	6,723.0	4,757.0	3,528.0	2,535.0	406.0	45,182.0	44,515.0	44,146.0
Ratio to Band D	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9			
Band D Equivalent Dwellings	0.0	3,909.3	8,117.7	9,717.3	6,723.0	5,814.1	5,096.0	4,225.0	812.0	44,414.4	43,761.6	43,396.0
<u>Discounts and Exemptions</u>												
Exempt Dwellings	0.0	(88.7)	(95.7)	(168.9)	(106.0)	(50.1)	(39.0)	(55.0)	(12.0)	(615.3)	(578.6)	(536.2)
Disabled Relief	13.9	30.7	11.7	(44.4)	5.0	(3.7)	5.8	(45.0)	(30.0)	(56.1)	(53.4)	(55.1)
Single Person Discount - 25%	(2.1)	(523.8)	(753.1)	(777.3)	(411.0)	(268.6)	(184.9)	(152.9)	(18.5)	(3,092.2)	(2,994.5)	(2,903.7)
Discount - 50%	0.0	(6.7)	(3.1)	(1.8)	(1.0)	(3.7)	(2.9)	(9.2)	(1.0)	(29.3)	(26.4)	(28.1)
Local Council Tax Support Discount	(4.9)	(829.5)	(1,025.6)	(597.6)	(149.0)	(60.7)	(24.2)	(22.9)	(1.4)	(2,715.7)	(2,796.8)	(2,888.3)
Other Discounts	(0.3)	3.4	7.8	0.9	5.0	3.1	7.2	0.0	2.0	29.1	(105.8)	(90.9)
Sub Total - Discounts and Exemptions	6.7	(1,414.6)	(1,858.0)	(1,589.2)	(657.0)	(383.7)	(238.0)	(285.0)	(60.9)	(6,479.5)	(6,555.6)	(6,502.3)
Number of Dwelling Equivalents after applying Discounts	6.7	2,494.8	6,259.7	8,128.2	6,066.0	5,430.4	4,858.0	3,940.0	751.1	37,934.9	37,206.0	36,893.7
Contributions in Lieu (MOD Properties)										145.4	145.4	128.0
Council Taxbase Return (CTB) Taxbase										38,080.3	37,351.4	37,021.7
Provision for Growth										313.0	384.0	285.0
Provision for Non Collection @ 1%										(382.5)	(375.9)	(371.7)
Total Council Taxbase for Council Tax Setting Purposes										38,010.8	37,359.5	36,935.0

Council Taxbase for the purposes of setting the Council Tax in 2019/20 by Parish Area

Parish Areas	2019/20 Apportioned Taxbase	2018/19 Apportioned Taxbase	2017/18 Apportioned Taxbase
Alrewas	1,207.0	1,193.8	1,169.4
Armitage with Handsacre	2,094.0	2,065.2	2,046.3
Burntwood	8,408.7	8,275.6	8,147.8
Clifton Campville with Thorpe Constantine	366.0	358.4	360.6
Colton	329.2	327.0	321.5
Curborough and Elmhurst and Farewell and Chorley	245.6	245.3	241.2
Drayton Bassett	443.0	429.4	439.6
Edingale	271.8	270.2	267.8
Elford	286.5	284.8	285.1
Fazeley	1,484.3	1,468.2	1,458.9
Fradley and Streethay	1,614.2	1,466.9	1,356.5
Hammerwich	1,355.8	1,352.0	1,348.6
Hamstall Ridware	149.1	145.2	145.1
Harlaston	184.8	184.3	182.2
Hints and Canwell	180.8	179.4	175.1
King's Bromley	554.4	548.1	535.0
Lichfield	12,017.8	11,866.2	11,795.2
Longdon	753.1	747.5	741.0
Mavesyn Ridware	466.5	440.4	439.3
Shenstone	3,475.3	3,456.0	3,456.6
Swinfen and Packington	132.5	130.5	138.0
Wall	196.2	196.1	193.9
Weeford	95.3	93.6	95.4
Whittington and Fisherwick	1,164.0	1,131.9	1,118.9
Wigginton and Hopwas	535.0	503.6	476.0
Total Council Taxbase for Council Tax Setting Purposes	38,010.8	37,359.5	36,935.0

This page is intentionally left blank

Community Infrastructure Levy: Exemption for residential extensions

Report of the Cabinet Member for Economic Growth, Environment & Development Services:

Councillor I. Pritchard



Date:	18 December 2018
Agenda Item:	11
Contact Officer:	Sarah Matile / Ashley Baldwin
Tel Number:	01543 308152 / 308147
Email:	Sarah.matile@lichfielddc.gov.uk/ ashley.baldwin@lichfielddc.gov.uk
Key Decision?	Yes
Local Ward Members	Whole District

Council

1. Executive Summary

- 1.1 On the 19 April 2016 Full Council approved the adoption of the Community Infrastructure Levy (CIL) Charging Schedule. Full Council also agreed to commence charging CIL on 13 June 2016.
- 1.2 The Charging Schedule sets a CIL rate for residential development including extensions to domestic properties of £55 per square metre in high value zones, £25 per square metre in lower value zones and £14 per square metre in Strategic Development Areas.
- 1.3 In accordance with the CIL Regulations there are a number of exemptions to the CIL levy for domestic extensions and to date the Authority has not received any CIL income from residential extensions.
- 1.4 It is proposed that the Council no longer applies CIL to residential extensions given the high cost to the authority of implementing this part of the Regulation.

2. Recommendations

- 2.1 That Council approve to cease applying CIL to domestic extensions in order to reduce the administrative burden on the Authority, applicants and planning agents.
- 2.2 That Council approve the update to the Exemptions, Relief and Exception Circumstances Policy as set out in Appendix A.
- 2.3 The Domestic Extension Policy will apply to any domestic extension application validated on / after 1 January 2019.

3. Background

- 3.1 CIL is a planning charge on development, introduced by the Planning Act 2008. It is a tool for Local Authorities in England and Wales to help deliver infrastructure to support the development of their area. On the 19th April 2016 following formal public consultation and an examination in public, the District Council adopted a CIL Charging Schedule enabling it to apply charges to qualifying development for the purposes of delivering key infrastructure. Approval was also given to commence charging CIL from the 13th June 2016.

- 3.2 All new residential properties and extensions of 100 square metres or above, to existing properties are required to pay a CIL levy. The Charging Schedule sets a CIL rate of either £55, £25 or £14 per square metre for residential development including extensions to domestic properties.
- 3.3 An amendment to the CIL Regulations in February 2014 introduced an exemption to the CIL levy for residential extensions. This exemption applies where the applicant owns a material interest in the house, occupies the main house as their main residence and the extension is an enlargement of the main house and is not going to comprise a new dwelling.
- 3.4 CIL exemptions are not automatically applied and in order to qualify for the residential extension exemption the applicant / developer needs to make an application for CIL relief to the authority, once the local planning authority has issued the liability notice. The authority will then notify the applicant / developer of the decision prior to them being able to commence development. There are very few circumstances where relief from CIL would not be granted but there is a considerable amount of time and paperwork associated with the collection / exemption of CIL for household extensions.
- 3.5 As at the beginning of July 2018, since implementing CIL only 27 household applications have been recorded as being liable for CIL. However, every householder application received has to be assessed to determine whether or not they are over 100 square metres to trigger CIL liability. This process takes on average one hour of Officer time a week which equates to £1,971.32 in staff costs per annum¹.
- 3.6 Of the 27 applications which were CIL liable, only 18 applications have been fully processed. The other 9 applications are still being chased by the Local Planning Authority for outstanding CIL forms. The 18 processed applications together had a total CIL liability of £171,243.01, all of which have been granted relief from CIL. Therefore, to date the Authority has received no CIL income from household applications.
- 3.7 A CIL liable extension application case can take between 1 – 2 hours to process. This involves checking the weekly list, updating Exacom, measuring floor plans, issuing notices and responding to queries. Therefore, based on an average of 1 hour 30 minutes of Officer time per case, this equates to £740 in staff costs per annum.
- 3.8 Overall, it is costing the authority on average £2,711 per annum² to apply this legislation at a pure cost to the authority. Given that no cases have generated a CIL income in the two years since it has been implemented this is not an effective use of officer time. It is also unlikely that we will receive CIL income in the future from house extensions and therefore to continue to apply this section of the legislation will result in a continued drain on the Council's resources.
- 3.9 The Exemptions, Relief and Exceptional Circumstances Policy came into effect from 13 June 2016. The Council has updated this document to include a policy to reflect the proposed changes to applying CIL to domestic extensions (Appendix A).

Next Steps

- 3.10 Council is asked to approve to cease applying CIL to domestic extensions in order to reduce the administrative burden on the Authority, applicants and planning agents.
- 3.11 Council is asked to approve the update to the Exemptions, Relief and Exceptional Circumstances Policy (Appendix A).

¹ Staff costs are based on the hourly rate for a Technical Support Officer

² This excludes any potential appeal costs

Alternative Options	<ol style="list-style-type: none"> 1. Council decide not to cease applying CIL to domestic extensions and the Council continues to assess each householder application for extensions to determine whether it is CIL liable development, issue a liability notice, determine applications for relief from CIL, record CIL liability as a Land Charge and subsequently record exemption relief. This will result in a continued drain on the Council's resources.
Consultation	<ol style="list-style-type: none"> 1. The Community Infrastructure Levy was adopted at Full Council on 19 April 2016 following consultation on the emergence of CIL. 2. No consultation has been undertaken on the request to cease applying CIL to domestic extensions.
Financial Implications	<ol style="list-style-type: none"> 1. Developer Contributions arising from CIL will contribute towards infrastructure requirements identified in the Infrastructure Delivery Plan and support the sustainable delivery of the Local Plan Strategy. To date no CIL income has been received from domestic extensions and removing the administrative burden will free up Officer time, thus reducing the impact on Council resources.
Contribution to the Delivery of the Strategic Plan	<ol style="list-style-type: none"> 1. Reducing the officer burden on this area will enable officers to contribute more effectively to delivering the strategic plan.
Equality, Diversity and Human Rights Implications	<ol style="list-style-type: none"> 1. An Equality Impact Assessment checklist has been completed (associated with the Councils CIL) and shows that CIL will not harm or prejudice the interests of any particular section of society.
Crime & Safety Issues	<ol style="list-style-type: none"> 1. There are no crime and safety issues.

	Risk Description	How We Manage It	Severity of Risk (RYG)
A	The Regulations do not provide any discretion to waive the CIL charges for residential extensions	If challenged, contrary argument can be put forward that it is open to a local authority to waive a statutory charge provided it has acted reasonably in reaching that decision	Yellow

Background documents:

[Lichfield District Council Community Infrastructure levy Charging Schedule.](#)

[Lichfield District Council Regulation 123 list](#)

[Lichfield District Council CIL Exemptions, Relief and Exceptional Circumstances Policy](#)

Relevant web links:

<https://www.lichfielddc.gov.uk/Council/Planning/The-local-plan-and-planning-policy/Planning-obligations/Community-Infrastructure-Levy-CIL.aspx>

This page is intentionally left blank



Lichfield District Council
Community Infrastructure Levy
Exemptions, Relief and Exceptional
Circumstances Policy

Effective from 13 June 2016

What is the Community Infrastructure Levy?

The Community Infrastructure Levy (CIL) is a charge on development, calculated on a £ per square metre (sq.m) basis of development. CIL is intended to be used to help fund infrastructure to support the development of an area rather than making an individual planning application acceptable in planning terms, which is the purpose of Section 106 Agreements. CIL does not fully replace Section 106 Agreements. For more information you can also:

- Visit the Council's CIL web pages: www.lichfielddc.gov.uk/CIL
- Read the CIL Planning Policy Guidance (PPG):
<http://planningguidance.communities.gov.uk/blog/guidance/community-infrastructure-levy/>
- Email: CIL@lichfielddc.gov.uk
- Call Lichfield's Planning enquiry line: 01543 308174
- Visit the [Planning Portal](#).
- Lichfield District Council Planning Obligations Supplementary Planning Document

What is this document?

The amount of CIL calculated for a given development is non-negotiable, however the Community Infrastructure Levy Regulations 2010 (as amended) contains provisions that allow for certain types of exemptions or relief from paying the full CIL amount. Depending on the nature of the development, the following forms of relief or exemption may be available:

- minor development exemption
- mandatory charitable relief
- discretionary charitable relief
- mandatory social housing relief
- discretionary social housing relief
- self build exemption (for a dwelling)
- self build exemption (for a residential annexe or a residential extension)
- exceptional circumstances relief

Please see the Planning Practice Guidance on CIL for more information on each of these types of relief or exemption:

<http://planningguidance.communities.gov.uk/blog/guidance/community-infrastructure-levy/relief/>

Social Housing Relief

Relief from the Levy is available for those dwellings and communal areas that are either let in specified tenancies by a private registered provider of social housing, or a registered social landlord, or a local housing authority, or are occupied under specified shared ownership arrangements. The details of qualifying dwellings are specified in Regulation 49 of the Community Infrastructure Regulations 2010 (as amended). Anyone wishing to claim relief must follow the procedures set down in the CIL Regulations 2010 (as amended), and

the claim must be made using the standard CIL 'Form 2: Claiming Exemption of Relief' which is available on the Planning Portal website:

<http://www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil>

Charitable Relief

Under Regulation 43 of the Community Infrastructure Levy Regulations 2010 (as amended) a charitable institution which owns a material interest in the land (a charity landowner) will get full relief from their share of the liability where the chargeable development will be used 'wholly, or mainly, for charitable purposes' and they meet the requirements of Regulation 43

The CIL regulations also allow discretionary charitable relief to a charity landowner where the greater part of the chargeable development will be held as an investment, from which the profits will be applied for charitable purposes. The CIL regulations¹ indicate that these activities should be the sale of donated goods, where the proceeds of sale of the goods (after any deduction of expenses) are applied to the charitable purposes. A claim can be made using the standard CIL 'Form 2: Claiming Exemption of Relief' which is available on the Planning Portal website:

<http://www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil>

DISCRETIONARY CHARITABLE RELIEF POLICY

Discretionary relief for investment activities by charities may be made in accordance with Regulations 44, 45 and 46 of the CIL Regulations 2010 (as amended). Lichfield District Council allows such discretionary relief where the chargeable development delivers facilities, services or infrastructure that have been identified as a requirement in the Local Plan.

The amount of relief granted will be in proportion to the proposed development's benefit to the community, as assessed by Lichfield District Council in consultation with the Parish or Town Council.

This policy is effective from the day the Lichfield CIL Charging Schedule comes into effect on 13 June 2016.

Anyone wishing to claim relief must follow the procedures set down in the CIL Regulations 2010 (as amended).

¹ See Regulation 44 for more details

Exceptional circumstances relief

Regulation 55 of the Community Infrastructure Levy Regulations 2010 (as amended) allows a charging authority to grant relief where: a section 106 agreement exists on the planning permission permitting the chargeable development; and where the charging authority considers that payment of the full Levy would have an unacceptable impact on the economic viability of the development. The granting of this relief must not constitute a notifiable state aid. A claim can be made using the standard CIL 'Form 2: Claiming Exemption of Relief' which is available on the Planning Portal website:

<http://www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil>

EXCEPTIONAL CIRCUMSTANCES RELIEF POLICY

In accordance with Regulations 55, 56 and 57 of the Community Infrastructure Levy Regulations 2010 (as amended), Lichfield District Council as the charging authority for the area, gives notice that relief for exceptional circumstances is available within the district.

This policy is effective from the day the Lichfield CIL Charging Schedule comes into effect on 13 June 2016.

Anyone wishing to claim relief for exceptional circumstances must follow the procedures set down in the CIL Regulations 2010 (as amended).

Domestic Extensions

In accordance with Regulation 42 of the Community Infrastructure Levy Regulations 2010 (as amended) residential extensions under 100 square metres are exempt from CIL under the minor development exemption.

In accordance with Regulation 42A of the Community Infrastructure Levy Regulations 2010 (as amended) people who extend their own homes are exempt providing the applicant owns a material interest in the house, occupies the main house as their main residence and the extension is an enlargement of the main house and is not going to comprise a new dwelling.

Regulation 42B sets out the procedure for exemptions for residential extensions. Lichfield District Council's Cabinet approved on 9 October 2018 that the Council ceases applying CIL to domestic extensions.

DOMESTIC EXTENSIONS POLICY

Lichfield District Council will not apply the Community Infrastructure Levy charge to domestic extensions.

This policy is effective from 1 January 2019 and applies to any domestic extension application validated on / after 1 January 2019.

This page is intentionally left blank

Lichfield District Local Plan Allocations Modifications Consultation (main and minor)

Report of the Cabinet Member for Economic Growth, Environment & Development Services

Date: 18 December 2018

Agenda Item: 12

Contact Officer: Ashley Baldwin/ Craig Jordan

Tel Number: 01543 308147/ 308202

Email: ashley.baldwin@lichfielddc.gov.uk/
craig.jordan@lichfielddc.gov.uk

Key Decision? YES

Local Ward All

Members



COUNCIL

1. Executive Summary

- 1.1 The purpose of this report is to inform Members that following the recent Examination in Public hearing sessions into the Local Plan Allocations document the Council is now in receipt of the 'Main Modifications'. The 'Main Modifications' have been sent to the Council by the Planning Inspector who conducted the hearing sessions.
- 1.2 'Main Modifications' are provided following hearing sessions to ensure that a Plan can be found sound. In order for the Plan to progress to adoption the Council need to accept the proposed modifications and update its Plan accordingly. Subject to Council accepting the modifications it is then necessary to undertake a period of public consultation for a minimum of six weeks. This consultation includes the schedule of minor modifications previously agreed by the Council in May 2018.
- 1.3 This report seeks Council approval to consult on the updated Local Plan Allocations Document (**APPENDIX A**), schedule of proposed modifications (**APPENDIX B**), accompanying Policies Maps (**APPENDIX C**)¹ and supporting documents for a minimum of six weeks.

2. Recommendations

- 2.1 That Council approves the Local Plan Allocations document (**APPENDIX A**), the schedule of proposed modifications (**APPENDIX B**), the accompanying Policies Map (**APPENDIX C**)¹ the Sustainability Appraisal (**APPENDIX D – Part 1 & Part 2**)¹ and Habitat Regulations Assessment (**APPENDIX E**)¹ for public consultation from 19th December – 06th February 2019.
- 2.2 That Council approve the guidance document (**APPENDIX F**) to accompany the consultation documents.
- 2.3 That delegated authority be given to the Cabinet Member for Economic Growth, Environment & Development Services in consultation with the Head of Economic Growth to submit the consultation findings to the Planning Inspectorate.
- 2.4 That delegated authority be given to the Cabinet Member for Economic Growth, Environment & Development Services in consultation with the Head of Economic Growth to make any minor changes to the appearance, format and text of the Local Plan Allocations Document or the supporting documents prior to submission in the interests of clarity and accuracy.

¹ Available on the Council's website – Council info > Committees > Cabinet > 20 November 2018

3. Background

Overview

- 3.1 The Local Plan Allocations document has now been examined by the Planning Inspectorate. The Council is now in receipt of the Inspectors 'Main Modifications' (MMs). These main modifications can be viewed [here](#)². The purpose of MMs is to enable the Plan to be sound. In order for the Plan to progress to adoption the Council need to accept the proposed modifications and update its Plan accordingly. Subject to Council accepting the modifications it is then necessary to undertake a period of public consultation for a minimum of six weeks. This consultation includes the schedule of minor modifications previously agreed by the Council in May 2018.
- 3.2 The examination process was intensive and focused on specific matters raised by the Inspector (**APPENDIX G**). In total officers prepared 12 statement responses addressing each of the matters raised by the Inspector. In addition officers worked with other parties to agree Statements of Common Ground to assist with the Examination proceedings.
- 3.3 In respect of third party submissions, 26 parties submitted matters statements to the Planning Inspector for his consideration. In addition to those who submitted matter statements a number of parties requested to attend hearing sessions. [APPENDIX H](#)¹ provides a full breakdown of those who submitted matters statements and those who requested to attend against each matter. An update regarding the examination was provided to the Economic Growth, Environment and Development (Overview and Scrutiny) Committee on the 19th September 2018.
- 3.4 Following the examination process the Council was required to submit a number of additional notes in response to specific points raised at the examination. These notes were either requested by the Inspector or made in response to third party submission made outside of the hearing sessions. The Inspector has considered these notes along with the evidence provided during the hearing sessions. This process has assisted the Inspector with providing the Council with the MMs.

Habitat Regulations Assessment and Sustainability Appraisal

- 3.5 The Local Plan Allocations needs to be supported by a Habitat Regulations Assessment (HRA) because of the District's proximity to a number of European designated sites. The updated HRA focuses on the MMs and the minor modifications the Council had already agreed. The HRA concluded that there were no impacts arising from the changes that warranted amendment to the MMs and minor modifications.
- 3.6 The Sustainability Appraisal (SA) is a fundamental document for any Local Plan. It assists in ensuring the policies and allocations are appropriately developed when taking into account the agreed sustainability objectives. The updated SA focuses on the MMs and the minor modifications the Council had already agreed. The SA concluded that there were no impacts arising from the changes that warranted amendment to the MMs and minor modifications.

Next Steps

- 3.7 Subject to Council approval, the Local Plan Allocations document will be subject to a period of public consultation. Following this the Council will need to report the findings back to the Planning Inspector

² (<https://www.lichfielddc.gov.uk/Council/Planning/The-local-plan-and-planning-policy/Local-plan/Downloads/Local-plan-allocations/Downloads/local-plan-allocations-suggested-main-modifications.pdf>)

who conducted the Examination in Public hearing sessions. Following the Inspectors consideration the Council will then be issued with a report by the Inspector. This report will make clear the next steps the Authority needs to take. The objective following receipt of the Inspectors report will be to progress the Plan to adoption.

- 3.8 To assist with the consultation a 'Guidance Note' (**APPENDIX F**) has been prepared which will make clear to consultees the purpose of the consultation.

Alternative Options	1. Council recommends to not take forward the proposed Main Modifications. This would mean the Council would need to go back to an earlier stage of the Plan process or abandon the Plan.
Consultation	1. A minimum of 6 weeks public consultation will be required.
Financial Implications	1. The cost of an Examination in Public has been estimated (at this stage it is not envisaged that this needs to increase) along with the need to engage Counsel support, this is reflected in the MTFS as follows: <ul style="list-style-type: none"> a. Local Plan Allocations Examination in Public costs 2018/19 £60, 000 b. Earmarked Reserves to cover legal fees and consultancy support £30, 000.
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 a 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 (EIA) has been undertaken as part of preparing the Local Plan Allocations, following examination by the Planning Inspectorate the EIA was reconsidered and no changes were needed (APPENDIX I) ¹ .
Crime & Safety Issues	1. There are no crime and safety issues.
GDPR/Privacy Impact Assessment	1. No Privacy Impact Assessment has been undertaken.

	Risk Description	How We Manage It	Severity of Risk (RYG)
A	Consultation on the modifications results in feedback which will require major changes to the Plan.	Officers will consider feedback and present this to the Inspector for his consideration.	Yellow

B	Main Modifications are made without prejudice. There is a risk the Inspector could still find the Plan unsound.	Officers will continue to respond to any of the Inspectors requests for further information. This will assist with his considerations. Should the Inspector conclude the Plan is unsound officers and their legal representatives will assess the reasoning's.	Yellow
---	---	--	--------

Background documents

Local Plan Strategy 2015
Statement of Community Involvement
Local Development Scheme
Regulation 18 consultation
Regulation 19 consultation
Regulation 19 Focused changes consultation

Relevant web links

[Local Plan Strategy 2015](#)
[Statement of Community Involvement](#)
[Regulation 18 consultation](#)
[Regulation 19 consultation](#)
[Regulation 19 Focused changes consultation](#)
[Examiners suggested main modifications](#)

Appendix C - <https://democracy.lichfielddc.gov.uk/documents/b3635/Item%203%20-%20Appendix%20C%2020th-Nov-2018%2018.00%20Cabinet.pdf?T=9>

Appendix D Part 1 - <https://democracy.lichfielddc.gov.uk/documents/b3637/Item%203%20-%20Appendix%20D%20Part%201%20Sustainabiity%20Appraisal%2020th-Nov-2018%2018.00%20Cabinet.pdf?T=9>

Appendix D Part 2 - <https://democracy.lichfielddc.gov.uk/documents/b3637/Item%203%20-%20Appendix%20D%20Part%201%20Sustainabiity%20Appraisal%2020th-Nov-2018%2018.00%20Cabinet.pdf?T=9>

Lichfield District Local Plan Allocations including main modifications

Contents

1	Introduction	6
■	Local Plan Allocations Policies	
2	Local Plan Review	11
3	Infrastructure	14
4	Sustainable Transport	16
5	Homes for the Future	17
6	Economic Development & Enterprise	20
7	Natural Resources	25
8	Built & Historic Environment	28
9	Lichfield City (incl. Streethay)	30
10	Burntwood	56
11	North of Tamworth	70
12	East of Rugeley	73
13	Key Rural Settlements	75
14	Other Rural	92
■	Appendices	
A	Schedule of Deleted Policies	100
B	Changes to Local Plan Strategy	102
C	Implementation & Monitoring	103
D	Housing Trajectory	104
E	Rugeley Power Station Concept Statement	105
■	Glossary	
	Glossary	110

■ Policies	
1 Policy LPR: Local Plan Review	11
Policy IP2: Lichfield Canal	14
Policy ST3: Road Line Safeguarding	16
Policy ST4: Road and Junction Improvements - Lichfield City	16
Policy ST5: Road and Junction Improvements - Fradley	16
Policy EMP1: Employment Areas & Allocations	21
Policy E2: Service Access to our Centres	23
Policy E3: Shop fronts and advertisements	23
Policy NR10: Cannock Chase Area of Outstanding Natural Beauty	25
Policy NR11: National Forest	27
Policy BE2: Heritage Assets	28
Policy Lichfield 3: Lichfield Economy	30
Policy LC1: Lichfield City Housing Land Allocations	32
Policy LC2: Lichfield City Mixed-use Allocations	33
Policy Burntwood 3: Burntwood Economy	56
Policy B1: Burntwood Housing Land Allocations	58
Policy B2: Burntwood Mixed-use Allocations	59
Policy NT1: North of Tamworth Housing Land Allocations	70
Policy R1: East of Rugeley Housing Land Allocations	73
Policy F1: Fradley Housing Land Allocations	75
Policy A1: Alrewas Housing Land Allocations	77
Policy AH1: Armitage with Handsacre Housing Land Allocations	82
Policy FZ1: Fazeley, Mile Oak & Bonehill Housing Land Allocations	84
Policy GT1: Gypsy & Traveller Site Allocations	86
Policy S1: Shenstone Housing Land Allocations	87
Policy W1: Whittington Housing Land Allocations	88
Policy OR1: 'Other Rural' Housing Land Allocations	92

■ Site Allocations	
Site L1 (Lichfield 1): Beaconsfield House, Sandford Street	35
Site L2 (Lichfield 2): East of Lichfield, (Streethay) SDA extension land north of Roman Heights	35
Site L3 (Lichfield 3): Land at Greenhough Road	36
Site L4 (Lichfield 4): Land at Swan Road, Former Sandford Gate	37
Site L5 (Lichfield 5): Land off Limburg Avenue and Sainte Foy Avenue	37
Site L6 (Lichfield 6): St Chad's House, Cross Keys	38
Site L7 (Lichfield 7): Former Day Nursery, Scotch Orchard	39
Site L8 (Lichfield 8): Former St Michaels Playing Fields, Deans Croft	39
Site L9 (Lichfield 9): Land off Burton Road (East), Streethay	40
Site L10 (Lichfield 10): Land off Burton Road (West), Streethay	41
Site L12 (Lichfield 12): Land at St Johns Hospital, Birmingham Road	41
Site L13 (Lichfield 13): Lombard Court, Lombard Street	42
Site L14 (Lichfield 14): Former Integra Hepworth, Eastern Avenue	43
Site L16 (Lichfield 16): Former Windmill Public House, Grange Lane	43
Site L17 (Lichfield 17): Land to the rear of The Greyhound Public House, Upper St John Street	44
Site L18 (Lichfield 18): Land at Cross Keys (Former What! store), Cross Keys	44
Site L19 (Lichfield 19): Angel Croft Hotel, Beacon Street	45
Site L20 (Lichfield 20): Land at The Rosaries, Trent Valley Road	46
Site L21 (Lichfield 21): Hawthorn House, Hawthorn Close	47
Site L22 (Lichfield 22): Former Regal Cinema (former Kwik Save), Tamworth Street	48
Site L23 (Lichfield 23): land off Cherry Orchard	49
Site L24 (Lichfield 24): Trent Valley Buffer Depot, Burton Road, Streethay	49
Site L25 (Lichfield 25): Land at 41 Cherry Orchard	50
Site L26 (Lichfield 26): Friarsgate, Land at Birmingham Road	51
Site L27 (Lichfield 27): Former Norgren site, Eastern Avenue	51
Site L28 (Lichfield 28): Former Beatrice Court, St John Street	52
Site L29 (Lichfield 29): Land at Quonians Lane (Former Auction Centre), Cross Keys	53
Site L30 (Lichfield 30): Lichfield South Business Park	54
Site L31 (Lichfield 31): Land at Davidson Road	54
Site B1 (Burntwood 1): 99-101 High Street, Chasetown	60
Site B2 (Burntwood 2): 82-84 Queen Street	60
Site B3 (Burntwood 3): Land at Maple Close/Sycamore Road	61
Site B4 (Burntwood 4): Land at Mount Road/New Road	62
Site B5 (Burntwood 5): Land rear of Chase Terrace Primary School	62
Site B7 (Burntwood 7): Land south of Cannock Road	63
Site B8 (Burntwood 8): Cottage of Content Public House, Queen Street	64
Site B10 (Burntwood 10): Land off Milestone Way, Chasetown	64
Site B11 (Burntwood 11): Former Greyhound Public House, Boney Hay Road	65
Site B13 (Burntwood 13): Bridge Cross Garage, Cannock Road	66
Site B16 (Burntwood 16): Coney Lodge Farm, Rugeley Road	66
Site B18 (Burntwood 18): Land at Baker Street	67
Site B19 (Burntwood 19): Chorley Road, Boney Hay Concrete Works	68
Site B20 (Burntwood 20): Hill Street, 1-3	68
Site B21 (Burntwood 21): High Street, 114	69

Site NT1 (North of Tamworth 1): Land at Arkall Farm, Ashby Road	71
Site NT2 (North of Tamworth 2): Land north of Brown's Lane, Tamworth	71
Site R1 (East of Rugeley 1): Former Rugeley Power Station	74
Site F1 (Fradley 1): Bridge Farm, Fradley	76
Site F2 (Fradley 2): Land south of Fradley Park	76
Site A1 (Alrewas 1): Former Park Road Printers, Park Road, Alrewas	78
Site A2 (Alrewas 2): Land north of Dark Lane, Alrewas	79
Site A3 (Alrewas 3): Land at Bagnall Lock, Kings Bromley Road, Alrewas	80
Site A4 (Alrewas 4): The New Lodge, Kings Bromley Road, Alrewas	80
Site A5 (Alrewas 5): Land east of A513/South of Bagnall Lock, Alrewas	81
Site A6 (Alrewas 6): Land at Main Street, Alrewas	82
Site AH1 (Armitage with Handsacre 1): Land adjacent to Hayes Meadow School, Armitage with Handsacre	83
Site FZ2 (Fazeley, Mile Oak & Bonehill 2): Tolsons Mill, Lichfield Street, Fazeley	85
Site FZ3 (Fazeley, Mile Oak & Bonehill 3): Land at 15 The Green, Bonehill	85
Site GT1 (Gypsy & Traveller 1): Land at Bonehill Road, Mile Oak	86
Site S1 (Shenstone 1): Land at Lynn Lane, Shenstone	88
Site W2 (Whittington 2): Former Whittington Youth Centre, Main Street, Whittington	89
Site W3 (Whittington 3): Land at Chapel Lane & Blacksmith Lane, Whittington	91
Site HR1 (Hill Ridware 1): Land at Uttoxeter Road, Hill Ridware	93
Site HR2 (Hill Ridware 2): Land at School Lane, Hill Ridware	93
Site H1 (Harlaston 1): Fish Pits Farm, Harlaston	94
Site OR1 (Other Rural 1): Packington Hall, Tamworth Road	95
Site OR2 (Other Rural 2): Lamb Farm, London Road, Canwell	95
Site OR3 (Other Rural 3): Fotherley Hall, Fotherley Lane	96
Site OR4 (Other Rural 4): Derry Farm, Birmingham Road	97
Site OR5 (Other Rural 5): Station Works, Colton Road	97
Site OR6 (Other Rural 6): Land east of A38	98
Site OR7 (Other Rural 7): Land at Watery Lane	98
Site OR8 (Other Rural 8): Levett Road, Lichfield	99

1 Introduction

Introduction

1.1 The Local Plan Strategy was adopted by resolution of Full Council on 17th February 2015. This document is the Local Plan Allocations which complements the Strategy.

1.2 Both the 'Strategy' and 'Allocations' should be read in conjunction and they are both Development Plan Documents produced under the Planning and Compulsory Purchase Act 2004 (as amended) to help shape the way in which the physical, economic, social and environmental characteristics of Lichfield District will change between 2008 and 2029.

1.3 The Local Plan Allocations is the second part of the District's strategic plan and deals with:

- Land allocations associated with meeting the growth requirements set out in the Local Plan Strategy (2015) including:
- Determining remaining housing land requirements to deliver the overall 10,030 homes to 2029 in line with the adopted spatial strategy, including allocations of sites within the Broad Development Location (BDL) to the north of Tamworth, for housing in rural areas and the 'Key Rural' settlements (including Green Belt release);
- Consideration of 'infill' boundaries for Green Belt villages (as set out in Core Policy 1);
- Sites to meet the identified Gypsy and Traveller requirements;
- Land allocations to meet the Employment Land requirements, including an additional 10 hectares to ensure flexibility of provision;
- Lichfield City and Burntwood Town centre retail and office requirements, including the identification of primary and secondary retail areas;
- A review of any remaining Local Plan (1998) Saved policies;
- Consider Green Belt boundaries including the integration of the developed area of the former St Matthews hospital into Burntwood and development needs beyond the plan period; and
- Consider any issues arising through 'Made' and emerging Neighbourhood Plans where communities have sought the support of Lichfield District Council to progress with matters outside the scope of the Neighbourhood Plan. An example of this is review of local Green Belt boundaries.

1.4 A primary purpose of the Local Plan Allocations is to assist in encouraging appropriate development in Lichfield District which will contribute to sustainable and economic growth. The Council will be proactive in working with developers and landowners to bring forward development.

1.5 If you require the document in a different format please contact us so we can help address your needs in the most appropriate way.

Preparation of the Local Plan Allocations

1.6 The main stages in preparing the Local Plan Allocations have included:

- Evidence gathering post adoption of the the Local Plan Strategy

- Regulation 18 open consultation
- Publication consultation (this stage)

1.7 The Local Plan Allocations seeks to deliver any outstanding matters that were not addressed within the Local Plan Strategy. It can be described as the 'delivery vehicle' for the Strategy. The Strategy is based on robust evidence and was subject to extensive public consultation. The Local Plan Allocations is in line with the Strategy and as such this evidence and consultation supports the preparation of this document. All evidence (including updated evidence prepared to support the Allocations) can be viewed at www.lichfielddc.gov.uk/evidence and all relevant information relating to the Local Plan can be seen at www.lichfielddc.gov.uk/localplan.

1.8 The District Council has undertaken a Sustainability Appraisal (SA) and a Habitat Regulations Assessment (HRA) to evaluate the sustainability of the proposed strategy, policies and proposals.

Conformity with Other Policies and Strategies

1.9 The Allocations has been prepared in accordance with the National Planning Policy Framework (the NPPF) and community plans and strategies

A Commitment to Review

1.10 In order to facilitate much needed development the District Council has proactively prepared this Allocations document. The Council is aware, and is committed to reviewing its Plan in full to address the Greater Birmingham Housing Market Area issues, specifically the shortfall in addressing the housing needs within this area. The Council continues to work proactively with partners to identify the appropriate amount of growth to be accommodated within the boundaries of Lichfield District. In addition, as part of this review the Council will continue work with other Neighbouring Authorities through the Duty to Cooperate, as well as undertake a comprehensive review of its evidence base.

National Planning Policy

1.11 National planning policy is set out in the NPPF (March 2012). This emphasises the role of sustainability in guiding plans and policies, setting out three key dimensions to sustainable development: economic, social and environmental, which this Local Plan seeks to follow:

- **An economic role:** contributing to building a strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth and innovation; and by identifying and coordinating development requirements, including the provision of infrastructure.
- **A social role:** supporting strong, vibrant and healthy communities, by providing the supply of housing required to meet the needs of present and future generations; and by creating a high quality built environment, with accessible local services that reflect the community's needs and support its health, social and cultural well-being; and
- **An environmental role:** contributing to protecting and enhancing our natural, built and historic environment; and, as part of this, helping to improve biodiversity, use natural resources prudently, minimise waste and pollution, and mitigate and adapt to climate change including moving to a low carbon economy.

Community Plans & Strategies

1.12 [Our County, Our Vision: A Sustainable Community Strategy for Staffordshire 2008-2023](#) has been prepared by the Staffordshire Strategic Partnership. It is a fifteen year vision to improve the quality of life for all our people, by increasing economic prosperity, improving local services, and developing partnership working. To achieve this vision the following priorities have been identified:

- A vibrant, prosperous and sustainable economy;
- Strong, safe and cohesive communities;
- Improved health and sense of well-being; and
- A protected, enhanced and respected environment.

1.13 Lichfield District Council has an adopted Strategic Plan and is also a member of the Lichfield District Strategic Partnership.

1.14 The Lichfield District Local Plan (Strategy and Allocations) provides one of the primary means of delivering the spatial elements of both the Sustainable Community Strategy (SCS) and the Strategic Plan.

1.15 The Lichfield District Local Plan (Strategy and Allocations) will plan, monitor and manage future growth and change in Lichfield District up to 2029, covering a broad range of spatial issues that contribute towards the creation of sustainable communities, including the provision and management of new development, community infrastructure, environmental and heritage protection and measures to help reduce carbon emissions.

1.16 The Lichfield District Local Plan (Strategy and Allocations), and a number of supporting documents (Table 1.1) provide the framework for managing development, addressing key planning issues and guiding investment across the District.

Table 1.1 Local Plan Documents

Local Development Scheme (LDS)	Local Plan Process
Statement of Community Involvement (SCI)	
Local Plan Strategy	Local Plan Policy
Local Plan Allocations	
Neighbourhood Plans	
Supplementary Planning Documents (SPD)	Interpretation & Guidance
Parish & Other Community Led Plans	
Authority Monitoring Report (AMR)	Monitoring & Delivery
Infrastructure Delivery Plan (IDP)	

2 Local Plan Review

Introduction: Local Plan Review

2.1 The Council is aware, and is committed to reviewing its Plan in full to assist in addressing strategic issues which cross local authority boundaries. The Council continues to work proactively with partners to identify the appropriate amount of growth to be accommodated within the boundaries of Lichfield District. In addition, as part of this review the Council will continue work with other Neighbouring Authorities through the Duty to Co-operate, as well as undertaking a comprehensive review of its evidence base.

2.2 The Local Plan Review has already commenced with the publication of and consultation on a Scope, Issues and Options document in April 2018. Through a Local Plan Review, changes to the spatial strategy, policies and proposals within the current local plan may be required in response to emerging evidence or to reflect strategic issues being dealt with through the Duty to Co-operate. It is through this review process that consideration of such strategic matters, including the spatial strategy are most appropriately considered.

2.3 Policy LPR: Local Plan Review sets a review mechanism for the Lichfield District Local Plan.

1

Policy LPR: Local Plan Review

Lichfield District Council shall carry out an early review of the Local Plan for Lichfield that will be submitted to the Secretary of State for Examination in accordance with the latest Local Development Scheme or no later than the end of December 2021. This review shall replace the adopted Local Plan Strategy (LPS) 2008-2029 in all aspects and therefore be a comprehensive review. This Plan will extend the existing plan period to at least 5 years beyond the end of the current LPS and it shall review as a minimum the following matters:

- The housing requirement for Lichfield and the potential for housing land supply to meet this need.
- Any unmet housing need arising from the Greater Birmingham and Black Country Housing Market Area (GBBCHMA), inclusive of any unmet need arising from Tamworth Borough, and the appropriate level of contribution which the District of Lichfield in line with ongoing technical work and the requirements of policy TP48 of the adopted Birmingham Development Plan (BDP).
- Employment land requirements for Lichfield as identified through a comprehensive evidence base.
- Lichfield's potential role on meeting any wider unmet employment needs through the Duty to Co-operate (DtC).
- The appropriateness of the existing settlement hierarchy and the strategic distribution of growth in light of new housing, employment and other service/infrastructure needs.
- Gypsy, Traveller and Travelling Showpeople (GTTS) provision.
- A comprehensive Green Belt Review either in partnership with relevant neighbouring authorities or in close consultation with these authorities through the DtC, to inform any further Green Belt release to accommodate new development within the District.

Explanation

2.4 The Local Plan Strategy identified that following on from discussions falling under the Duty to Cooperate (DtC) it had been identified through evidence emerging at that time that indicated Birmingham would not be able to accommodate its housing requirement within its administrative boundary and that a similar situation applied to Tamworth although on a much reduced scale. The Local Plan Strategy recognised that, in the event of further evidence which identified that further housing provision would be needed within Lichfield District, such issues could be addressed through a review of the Lichfield District Local Plan.

2.5 It has been established through the examination and adoption of the Birmingham Development Plan that there is a significant unmet housing need arising from Birmingham and the wider Housing Market Area within which it sits. Policy PG1 of the Birmingham Development Plan identifies an unmet need of approximately 37,900 dwellings in the period to 2021. It should be noted that further consideration of this need has been undertaken and it is considered to be a lower need than established within the Birmingham Development Plan. Lichfield District is part of the Greater Birmingham and Black Country Housing Market Area along with Birmingham, the Black Country authorities, South Staffordshire, Cannock Chase, Tamworth, North Warwickshire, Stratford-upon-Avon, Solihull, Bromsgrove and Redditch.

2.6 Additionally, Tamworth Borough Council's adopted Local Plan notes that it cannot meet its housing requirement within its own administrative area and requires a further 825 dwellings to be accommodated outside of the Borough. Tamworth is located within the Greater Birmingham and Black Country Housing Market Area and this additional shortfall of 825 dwellings is part of the overall shortfall within the Housing Market Area. It is considered most appropriate to consider how to address such shortfall as part of the wider HMA shortfall through the review of the Local Plan. Furthermore since the above shortfall was identified, the early stages of the review of the Black Country Core Strategy indicate a further shortfall of approximately 22,000 dwellings.

2.7 To assist with discussion between the authorities within the HMA a significant evidence base has been produced by the authorities. This includes the Strategic Housing Needs Study (stage 2 and stage 3) and the Strategic Growth Study (2018). These studies provide a number of strategic recommendations and examine a number of strategic locations for housing growth which could assist in meeting unmet needs. Ultimately the study sets out a range of options which it concludes could be considered through the review of authorities respective local plans. At this time no decisions upon the apportionment of such unmet need have made. A recommendation of the Strategic Housing Needs Studies was that there needed to be a consistent evidence base across the HMA authorities in relation to the Green Belt. The Strategic Growth Study includes a high level strategic green belt review all of which assists in providing a consistent evidence base for the authorities to base discussions and upon which future memorandums of understanding and/or statements of common ground apportioning unmet growth can be based.

2.8 Alongside the strategic Green Belt Review within the Strategic Growth Study Lichfield District will prepare a comprehensive Green Belt Review to assess, in further detail, the capacity of the Green Belt across the authority as part of the evidence base supporting the review of the Local Plan.

2.9 Although unmet housing need remains the largest scale cross-boundary issue, there are other associated issues which may need consideration including provision of accommodation for Gypsy and Travelers and employment land provision.

2.10 The Council will continue work with other Neighbouring Authorities through the Duty to Co-operate, as well as undertaking a comprehensive review of its evidence base. The District Council is committed to working positively with its partners to address these strategic issues and where appropriate prepare Memorandums of Understanding or Statements of Common Ground with respect of the issues above.

3 Infrastructure

Introduction: Lichfield Canal

3.1 Since 1998 the section of the historic Wyrley and Essington Canal, previously referred to as the Ogle Locks section has been widely referred to as the Lichfield Canal. The renaming of the policy to the Lichfield Canal has the advantage of distinguishing this proposal from the navigable section of the Wyrley and Essington Canal between Brownhills and Wolverhampton.

3.2 The route positively contributes to a restored Lichfield Canal and the associated Heritage Towpath Trail. The positive contribution is established within the Local Plan Strategy. Since the adoption of the Local Plan Strategy further work has been undertaken by the Lichfield and Hatherton Canals Restoration Trust (LHCRT) which considers options for the supply of water to the Lichfield Canal. The 2016 study notes that consent from other bodies will be needed to facilitate the re-watering of the canal. The canal is being restored in phases. Re-watering of these sections and their connection to the wider canal network will need to demonstrate that there will be no adverse effects upon the integrity of the Cannock Extension Canal SAC or on the functions of the ecology of the wider canal network.

Policy IP2: Lichfield Canal

To assist in the delivery of the Lichfield Canal the route of the Lichfield Canal as shown on the Policies Maps and including the Heritage Towpath Trail will be safeguarded from any development which could prejudice its long term restoration.

New development shall recognise the advantages of supporting the delivery of the canal through a sensitively designed scheme and by including the route as part of the open space network, considering opportunities for sustainable transport, enhanced biodiversity, enhancement to the historic environment and where demonstrated that infiltration drainage is not viable, use of the canal as part of sustainable drainage for disposal of surface water, where appropriate.

Explanation

3.3 Since the adoption of the Local Plan Strategy progress has been made towards the delivery of the project and a more defined route can now be identified. By protecting a route and identifying opportunities within new development, when considering proposals which could impact upon the delivery of the project this can assist developers in any early negotiations regarding their sites.

3.4 The canal is identified as one of the District's significant assets within Core Policy 1 and its potential for the delivery of a green infrastructure corridor is also recognised. The benefits that would be delivered to tourism, recreation, sustainable transport, biodiversity and well-being are further supported by Core Policies 9, 10 and 13 and Policies HSC1, NR6, Lichfield 1 and 2. The reinstatement also provides an opportunity for the re-creation of a heritage feature within the landscape. The incorporation of the canal and in the interim the Heritage Towpath Trail within a sensitive and high quality design for new development will assist in achieving long term sustainable development across Lichfield District.

3.5 The principle of the delivery of the project has been established within the adopted Local Plan Strategy and the design of the scheme has advanced. Due to the long term nature of this project and the opportunities it can deliver to the District it is appropriate that the route for a canal is safeguarded, as well as the already safeguarded Heritage Towpath Trail, in order to facilitate land acquisition by the LHCRT and delivery of the project.

Our Local Evidence

Lichfield Canal Restoration Feasibility Study 2009

Lichfield Canal Water Supply Study 2016

4 Sustainable Transport

Policy ST3: Road Line Safeguarding

To assure the delivery of the scheme, the land required for the route between Tamworth Road/London Road junction and Birmingham Road (A5127) as shown on the Proposals Maps, will be given planning protection.

Explanation

4.1 The construction of this length of the Lichfield Southern Bypass will, with the Walsall Road-Birmingham Road link, provide a new route between the A51 and the A461 allowing some cross city traffic to avoid the city centre and Shortbutts Lane. This section of the bypass is proposed to be funded by existing developer funds, public funds and contributions from future development.

Policy ST4: Road and Junction Improvements - Lichfield City

To facilitate the delivery of the Local Plan objectives, planning protection will be given to the land required for the following road and junction improvements.

1. Sainte Foy Avenue/A5127/The Friary
2. Bowling Green Roundabout
3. Cappers Lane/Burton Old Road roundabout
4. A5127/Eastern Avenue/Valley Lane
5. St John Street/A5127/Upper St John Street
6. A5206 London Road/Shortbutts Lane/Upper St John Street/Tamworth Road
7. Greenhill/A5127/Gresley Row/Tamworth Street

Explanation

4.2 The Lichfield District Integrated Transport Strategy has identified that some of the key junctions within Lichfield suffer from peak hour traffic congestion if travel demand is left unchecked. There is therefore a need to improve these junctions to reduce safety and capacity issues, facilitate economic growth and encourage sustainable transport.

Policy ST5: Road and Junction Improvements - Fradley

To facilitate the delivery of the Local Plan objectives, planning protection will be given to the land required for the following road and junction improvements.

1. A38(T) junction at Hilliards Cross
2. A38(T) junction at Fradley South

Explanation

4.3 Highways England has identified that there is a need to improve these key junctions to reduce safety and capacity issues and facilitate economic growth. These improvements are supported in the Lichfield District Integrated Transport Strategy.

5 Homes for the Future

Introduction

5.1 The Local Plan Strategy set the housing requirement to be delivered within Lichfield District by 2029 of 10,030 dwellings (including 500 dwellings to meet the needs arising in Rugeley and 500 dwellings to meet the needs arising within Tamworth Borough). In the nine years to 1 April 2017 we have delivered 2,203 net new homes within the District at an average of 244 dwellings per year. The Local Plan Strategy identified six Strategic Development Allocations (SDAs) and a Broad Development Location (BDL) many of which are now at varying stages of delivery. These strategic sites were allocated to deliver approximately 5,850 of the Districts dwelling requirement, which when added to the net completions leaves 1,977 homes to be identified.

5.2 The Local Plan Strategy set the strategic direction for the location of housing growth within the District, with this being focused on a number of key 'sustainable' settlements. The Local Plan Allocations document seeks to implement this strategy and allocate sites in line with the adopted spatial strategy. A total of 67 sites are specifically allocated within the Local Plan Allocations document and these site allocations policies are located within the Our Settlements section of this document. The plan ensures that sufficient land is available to meet the housing need for the next five years⁽ⁱ⁾ of the plan period and on a rolling five year period for the remainder of the plan period.

Table 5.1

Settlement	Sub Housing Market Area	Completions 2008 - 2017 (Gross) ⁽ⁱⁱ⁾	Committed supply (1-4 dwellings) 2017-2022 (Gross)	Strategic Development Allocations (SDAs)	Local Plan Allocation sites (LPAs) (Gross)	Totals (Gross)	Overall %
Lichfield City	City of Lichfield	660 (28%)	38 (13%)	2072 (56.5%)	1218 (24%)	3988	35%
Burntwood	Burntwood	389 (17%)	43 (15%)	240 (7%)	382 (7.5%)	1054	9%
East of Rugeley	Lichfield District North	573 (25%)	0 (0%)	49 (1%)	800 (16%)	1,422 ⁽ⁱⁱⁱ⁾	12.5%
North of Tamworth	Lichfield District South & East	36 (1.5%)	0 (0%)	0 (0%)	1129 (22%)	1,165 ^(iv)	10%
Fradley	Lichfield District North	34 (1.5%)	5 (2%)	1302 (35.5%)	80 (1.5%)	1421	12.5%

i The requirement for the five year housing land supply is as set out within the [Five Year Housing Land Supply paper](#) and is calculated in conformity with the approach considered to be sound by the Local Plan Inspector through the Report on the Examination into the Lichfield District Local Plan Strategy.

ii Includes completions from SDAs and LPAs where these have been delivered between 2008 and 2017

iii including 500 to meet needs arising within Rugeley

iv including 500 to meet needs arising within Tamworth Borough

Settlement	Sub Housing Market Area	Completions 2008 - 2017 (Gross) ⁽ⁱⁱ⁾	Committed supply (1-4 dwellings) 2017-2022 (Gross)	Strategic Development Allocations (SDAs)	Local Plan Allocation sites (LPAs) (Gross)	Totals (Gross)	Overall %
Armitage & Handsacre		84 (4%)	9 (4%)	0 (0%)	200 (4%)	293	3%
Alrewas		46 (2%)	5 (2%)	0 (0%)	142 (3%)	193	2%
Fazeley	Lichfield District South & East	128 (5%)	15 (5%)	0 (0%)	107 (2%)	250	2%
Shenstone		48 (2%)	6 (2%)	0 (0%)	50 (1%)	104	1%
Whittington		19 (1%)	1 (0.5%)	0 (0%)	18 (0.5%)	38	0.5%
Other Rural	Lichfield District North, South & East	314 (13%)	163 (27%)	0 (0%)	945 (19%)	1422	12.5%
Approx. Total:		2331	285	3663	5071	11,350	100%
Windfall allowance (55 dwellings per annum)						660	
Demolitions/loss of residential (2008-2016), annualised demolition rate (5 dwellings per annum) & 5% non-implementation/discount rate applied to committed supply, windfall allowance and Local Plan Allocation sites						-495	
Approx. Total cumulative net dwellings:						11,515	

5.3 Table 4.1 updates and replaces table 8.1 within the Local Plan Strategy (including a windfall allowance) with the 5% non-implementation/discount rate also applied and an annualised demolition/conversion away from residential rate. This is illustrated through the [Hosing Housing Trajectory](#) at Appendix D. The net supply of dwellings is approximately 15% in excess of the minimum 10,030 dwelling requirement of the Local Plan. Such a buffer is considered to be appropriate and provide sufficient flexibility within the plan to ensure there is a flexible supply of land across the plan period.

5.4 In addition the Strategic Development Allocations and recorded completions show a significant supply of housing land has the benefit of planning permission within Lichfield District and is recorded within the suite of monitoring documents including the [Authority Monitoring Report](#), [SHLAA](#) and [Five Year Housing Land Supply Paper](#). This supply of land has been thoroughly assessed through these

ii Includes completions from SDAs and LPAs where these have been delivered between 2008 and 2017

documents and through the [Urban Capacity Assessment](#) (UCA) and where appropriate such sites have been allocated within this plan. The Local Plan Strategy made a number of assumptions as to the urban capacity of the Districts settlements with allocations to be made through the Local Plan Allocations document. The UCA provided a thorough understanding of the extent of deliverable sites within the urban areas of the District, including those sites within the committed supply and assessed these against the requirements as set out within the Local Plan Strategy. Where it has been considered appropriate those sites have been allocated through this Local Plan Allocations document. Allocation policies and the sites are set out within the 'Our Settlements' section of this plan.

5.5 Then UCA identified a number of settlements where there are insufficient deliverable sites within the existing urban area to meet the respective settlements housing requirement which had been set out in the Local Plan Strategy (Lichfield City, Burntwood, Alrewas, Fazeley, Mile Oak & Bonehill, Shenstone and Whittington). In Lichfield and Alrewas additional sites beyond the current urban area have been identified and allocated to ensure that the overall housing requirements and the requirements for those settlements have been met. With regards to allocations within and adjacent to villages the settlement boundaries have also been amended to incorporate the allocations within the village envelope. The Housing Supply Update produced in 2017 demonstrated that there was sufficient housing supply to meet the District's overall housing requirement without the need to remove sites from the Green Belt. It is considered that given the housing supply position there are no exceptional circumstances to justify the alteration of Green Belt boundaries to allow for further residential growth.

5.6 The UCA provides evidence as to the appropriate windfall allowance to be applied in Lichfield District, this details that an annual windfall allowance for small sites (1-4 dwellings) of 55 dwellings per annum (660 dwellings across the remainder of the plan period). Such a windfall allowance accounts for those sites which are below the threshold of sites which have been allocated through this plan and recognises the importance that small sites play in the supply of housing land within Lichfield District.

A Commitment to Review

5.7 In order to facilitate much needed development the District Council has proactively prepared this Allocations document. The Council is aware, and is committed to reviewing its Plan in full to address the Greater Birmingham Housing Market Area issues, specifically the shortfall in addressing the housing needs within this area. The Council continues to work proactively with partners to identify the appropriate amount of growth to be accommodated within the boundaries of Lichfield District. In addition, as part of this review the Council will continue work with other Neighbouring Authorities through the Duty to Cooperate, as well as undertaking a comprehensive review of its evidence base.

5.8 Tamworth Borough Council's adopted Local Plan notes that it cannot meet its housing requirement within its own administrative area and requires a further 825 dwellings to be accommodated outside of the Borough in addition to the 1000 homes which have been accommodated by Lichfield District Council (500 dwellings) and North Warwickshire Borough Council (500) dwellings. Tamworth is located within the Greater Birmingham Housing Market Area and this additional shortfall of 825 dwellings is part of the overall shortfall within the Housing Market Area. It is considered most appropriate to consider how to address Tamworth's localised shortfall as part of the wider HMA shortfall through the review of the Local Plan.

6 Economic Development & Enterprise

Introduction

6.1 The Lichfield District Local Plan seeks to enhance the District's diverse local economy through the allocation of land for employment uses and providing support for the modernisation of existing employment sites as well as supporting new and more sustainable working practises. Core Policy 7: Employment & Economic Development set the strategic policy in relation to the creation of between 7,310 and 9,000 additional jobs within the District to achieve a job balance ratio of 85% by the end of the plan period (2029). This is to be achieved through a number of measures including the allocation of 79.1 hectares of land for employment uses drawn from the existing portfolio of employment land and the allocation of a further 10 hectares to ensure flexibility of provision.

Table 6.1 Employment and Centres

Settlement	Employment	Centres
Lichfield City	Employment through implementation of existing commitments and development/redevelopments within the existing employment areas. Cricket Lane SDA to deliver approx. 12 hectares of employment development	Major growth in town/city centre uses: Retail development within the identified primary shopping area. Friarsgate scheme to be the focus of new retail development within the city centre. Provision of new office space to meet the annual requirement of 1,000m ² - 1,400m ² within city centre boundary. A limit of 12,500m ² office floorspace to meet the requirements from national/regional office market to be delivered at the committed Lichfield South Business Park.
Burntwood	Employment through implementation of existing commitments and development/redevelopments within the existing employment areas.	Town centre uses to meet local needs: Creation of a vibrant and diverse town centre to include new retail, employment, leisure, residential, recreational, health and educational facilities.
East of Rugeley	Employment through implementation of existing commitments and development/redevelopments within the existing employment areas.	Not covered within Lichfield District Local Plan.
North of Tamworth	Not covered within Lichfield District Local Plan.	Not covered within Lichfield District Local Plan.
Fradley	Employment through implementation of existing commitments and development/redevelopments within the existing employment areas. Additional allocations to deliver approx 10 additional hectares of employment land to provide flexibility and 6.5 hectares to assist in meeting unmet needs arising from Tamworth.	Retention of local services and facilities to meet the needs of local population and smaller outlying villages.
Armitage Handsacre & Alrewas	Employment through implementation of existing commitments and development/redevelopments within the existing employment areas.	

Settlement	Employment	Centres
Fazeley		
Shenstone		
Whittington		
Other Rural		Retention of local services and facilities and look to key rural settlements for local services and facilities

Policy EMP1: Employment Areas & Allocations

Within the existing employment areas, as shown on the local plan policies map, the District Council will support proposals for new, or the expansion, conversion or redevelopment of existing employment premises which will contribute to the delivery of 79.1 hectares of employment land (Use classes B1, B2, B8) drawn from the employment portfolio.

Between 2008 and 2029 the following sites, as shown on the local plan policies map and detailed in the relevant settlement section of the plan, are allocated to contribute toward a requirement for an additional 10 hectares of employment land (Use Classes B1, B2 and B8) beyond that identified within the existing portfolio, subject to the 'Key Development Considerations'. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address.

Development proposals outside of the traditional employment use classes (B1, B2 and B8) will usually not be supported unless it can be demonstrated that the proposed use would enhance or compliment the existing employment offer and it is demonstrated that any proposed use falling outside of the B use classes would not detrimentally affect the employment area.

These employment areas and allocations provide sufficient flexibility to accommodate a range of uses and be flexible to meet changing circumstances within the employment land market across the plan period. Sufficient flexibility also allows for the provision of 6.5 hectares of employment land to assist in meeting the employment land needs of Tamworth Borough which have not been met within the Borough boundary.

Site reference	Site Name	Site size (Hectares)
F2 (see Key Rural Settlements chapter)	Land south of Fradley Park	18.2
OR6 (see Other Rural chapter)	Land east of A38	5.1
A6 (see Key Rural Settlements chapter)	Land at Main Street, Alrewas	0.4

Development proposals outside the traditional employment use classes (B1, B2 and B8) will be supported on existing and allocated employment sites, where the development proposals clearly demonstrate the potential job creation on these sites, and provided that they do not undermine or constrain the main purpose of the employment allocation. Proposals for retail or leisure uses on existing or allocated employment sites will be permitted providing they are related in scale and use to the primary employment focus of the site and would have no adverse impact on the vitality and viability of the employment area.

Development proposals outside the traditional employment uses classes (B1, B2 and B8) for non-employment generating uses will be supported on existing and allocated employment sites, if it is demonstrated that the continued use of a site, or its development for employment for employment uses, is not viable, through the provision of:

(i) details of comprehensive marketing of the site for at least 12 months and appropriate to the prevailing market conditions; and

(ii) a financial appraisal that demonstrates that the development of any employment generating use is unviable.

Development proposals outside the traditional employment uses classes (B1, B2 and B8) for non-employment generating uses will be supported on existing and allocated employment sites, if it is demonstrated that the continued use of a site, or its development for employment for employment uses causes/or would lead to site-specific, environmental problems, such as noise, pollution of traffic generation, recognising the environmental benefits to be gained by redeveloping these sites for non-employment generating uses.

Explanation

6.2 The main aim of the policy is to identify the areas and sites where development for employment uses to meet the strategic requirements as set out within the Local Plan Strategy. The [Employment Land Review](#) (ELR) provides a detailed study as to the anticipated requirements for employment land within Lichfield District. The supply of employment land within Lichfield District is monitored through the [Employment Land Availability Assessment](#) (ELAA) on an annual basis. The 2016 ELAA demonstrated that there is a more than sufficient supply of committed and allocated employment land within the District to deliver the requirements of Core Policy 7. Further to the ELAA the District Council produced a detailed Employment Land Capacity Assessment (ELCA) which provided further clarity on the availability and deliverability of employment land within the existing employment areas. The ELCA concluded that there was approximately 97 hectares of available employment land within Lichfield District which is more than sufficient to meet the requirements of Core Policy 7. Policy EMP1 defines the existing employment areas and also allocates two sites which have obtained planning permission for employment uses (OR6 and A6) to secure their continued use as employment sites.

6.3 Core Policy 7 requires the allocation of an additional 10 hectares of employment land to ensure flexibility in the supply of land. The ELAA assesses all land which has been promoted for employment uses within the District including a small number of sites which lie beyond the existing employment areas of the District as defined by the previous Local Plan. Although the ELCA identifies more than sufficient land to meet the requirements of Core Policy 6 the additional 10 hectares of land have been allocated within this document in order to meet the requirement that such allocations be made to ensure flexibility in the supply of employment land.

6.4 The ELR identified a number of existing sites within the employment portfolio which were defined as performing poorly. The Local Plan Strategy sought for such sites to be considered through further work supporting the Local Plan Allocations document. The ELCA considered all sites within the employment land portfolio including those poorly performing sites. Where the assessment concluded that such sites are unlikely to be delivered for employment uses, have been developed/obtained planning permission for alternative uses or no longer form part of the employment portfolio they have been excluded from the existing employment areas as defined on the policies maps. Such an approach ensures that there is flexibility in terms of bringing these sites forward for alternative uses.

6.5 Following discussions under the Duty to Cooperate and through the adoption of the Tamworth Borough Council Local Plan, Lichfield District Council recognises that Tamworth Borough Council cannot, at this time, meet their own employment land requirements within the administrative boundaries of the Borough. The Tamworth Borough Local Plan acknowledges that approximately 14 hectares of land for employment uses will need to be found beyond Tamworth's administrative boundaries. Ongoing work continues between Lichfield District Council, Tamworth Borough Council and North Warwickshire Borough Council under the Duty to Cooperate to consider Tamworth's unmet needs including their approximately 6.5 hectares of employment land which remains to be found. The Employment Land Availability Assessment and Employment Land Capacity Assessment have clearly identified that there is sufficient employment land within the existing employment areas of Lichfield District to accommodate the remaining 6.5 hectares of employment land which cannot currently be located within Tamworth Borough.

6.6 Policy EMP1 seeks to ensure that compatible uses are provided on the existing employment sites within the District. The policy provides detail in relation to the level and type of evidence that is required to justify any loss of employment land. This evidence will assist the decision maker in coming to an evidence based decision. The policy should be read alongside other relevant development plan policies.

Policy E2: Service Access to our Centres

Support will be given for the creation and maintenance of vehicular access for properties within our centres to be not via their frontage, where this does not conflict with other policies within the plan.

Explanation

6.7 Rear servicing can reduce traffic congestion and minimise conflicts between vehicles and pedestrians especially in the commercial centres of Lichfield and Burntwood, and neighbourhood centres and enable them to be attractive and inviting to use. Our centres are providing services and facilities for longer periods of the day than ever before and in order for them to remain attractive it is important that servicing of the uses of the properties can occur in areas where the public are not in conflict. This will encourage and maintain the viability and vitality of our centres. Our centres also provide a focus for our communities and maintaining them as attractive and safe environments will encourage people to walk and cycle to them and therefore support the contribution they make to the health and well-being of their communities.

6.8 It is acknowledged that situations may exist where rear servicing is not available or would be undesirable such as where there are unacceptable impacts upon historic assets or existing residents or where it would be contrary to the objectives of the area such as in Lichfield City Centre where some properties can only be accessed via pedestrianised streets.

6.9 Consistent with Local Plan Strategy: Strategic Priority 9: Centres, Strategic priority 11: Health and Safe Lifestyles, Strategic Priority 14: Built Environment, Strategic Priority 15: High Quality Development. Core Policy 8: Our centres

Policy E3: Shop fronts and advertisements

The design of new, replacement or alterations to shop fronts and advertisements should be sympathetic to the remainder of the building and to the character of the street as a whole.

Explanation

6.10 Shopfronts and advertisements play an important part in the streetscene and have a considerable impact upon the quality of the environment. The District Council is concerned that shop fronts and advertisements of architectural or historic merit are protected and that new or replacement shopfronts and advertisements have a positive impact upon the character of the area. Shopfronts and adverts change frequently and their impact upon an area through relatively minor alterations to the design can have major cumulative impacts. Shop fronts and advertisements are a focus for the public and are often in the busiest pedestrian areas and areas of greatest economic impact, it is therefore important that they add to the perception visitors have of our high quality environment and reflect the local heritage in order to support the wider economic objectives of supporting our centres and delivering sustainable development. The Council has adopted a Historic Environment Supplementary Planning Document which sets out principles for design of shop fronts and advertisements.

7 Natural Resources

Introduction: Cannock Chase Area of Outstanding Natural Beauty

7.1 The NPPF includes a presumption in favour of sustainable development and this is echoed in Core Policy 2 unless specific policies in the NPPF indicate that development should be restricted. The NPPF gives examples of such policies and these relate to land designated as Green Belt and an Area of Outstanding Natural Beauty (AONB). The entire area of the AONB lies within the adopted Green Belt and as such the presumption in favour of development does not apply.

7.2 The Cannock Chase AONB provides a valuable asset to the residents of Lichfield District and the residents of Cannock, Stafford and South Staffordshire, and is identified as a significant asset within Core Policy 1 of the adopted Local Plan Strategy. It is predominantly used for recreational activities such as walking, cycling and horse riding due to the excellent accessibility via its network of public footpaths, bridleways and permissive trails. It is considered to be one of the most vulnerable AONB due to its location close to large adjoining conurbations and mineral resources. Substantial parts of it have been designated as SSSI and SAC. The impact of recreation upon the SAC is addressed in Policy NR7 and the SSSI at Gentleshaw Common forms part of the network of SSSI within Lichfield District together with Chasewater and the South Staffordshire Coalfield Heaths SSSI. Policies supporting biodiversity should also be considered in accordance with CP13 and NR3.

7.3 New development can assist in the delivery of many objectives already established within the adopted Local Plan Strategy including the creation of the Forest of Mercia and historic landscape restoration, biodiversity enhancement, health and well-being and these aspects are referred to in existing Local Plan policies CP1, CP9, CP10, NR2, NR3, NR4, NR5, NR6.

7.4 The impacts of developments associated with renewable energy development are already required to consider their impact upon the important views associated with the AONB's valued landscape (Policy SC2).

Policy NR10: Cannock Chase Area of Outstanding Natural Beauty

Development within and on adjacent land forming the setting of the AONB will be expected to positively contribute to the setting of the AONB and avoid an adverse impact on the landscape and scenic beauty of the area wider views and where appropriate ensure the tranquil areas retain this quality.

Support will be given to proposals which enhance the beneficial use of the West Midlands Green Belt whilst retaining its openness and help to facilitate the AONB Management Plan objectives.

Development will be of high quality and shall preserve the landscape and scenic beauty of the AONB through its siting, design, sensitive use of materials/lighting.

Good management of horse pasture will be encouraged through work with landowners, including field boundary treatments and gapping up of hedgerows to maintain habitats and support the safeguarding and re-creation of the historic landscape features.

Explanation

7.5 The AONB Management Plan and Historic Environment Character Assessment provide an informed framework highlighting areas for conservation, strengthening and enhancements. The AONB Management Plan manages the conservation and natural beauty of the landscape and countryside

and is produced by the AONB Unit, which provides guidance for the management, preservation and enhancement of the area's special qualities. The management plan is updated at regular intervals and should be taken into consideration in all development proposals that could affect the area.

7.6 The area is under considerable pressure and is treasured by the existing population, the cumulative impacts of new development should therefore be considered in combination and not prevent the long term management of the designated area and the accessibility of the AONB for the health and well-being of the existing and future residents of the District. As development is so limited it should be of the highest quality, respecting this valued setting and the existing adopted policies such as CP3, CP14 and BE1 in the Local Plan Strategy.

7.7 Land use has a major impact upon the scenic beauty of the AONB and views of it and from it. Impacts can also occur through the cumulative impacts arising from relatively minor developments and an analysis of the cumulative impacts of a development may be necessary to assess its impact. The preparation of a Landscape and Visual Impact Assessment or for smaller developments a Landscape and Visual Appraisal as required by NR5 will assist in supporting a proposal. There is a considerable body of evidence which can assist developers in demonstrating the impact of a proposal and enabling schemes to be designed in order to assist in the delivery of development which is compatible or could enhance the landscape. The Cannock Chase AONB Management Plan and Historic Environment Character Assessment provide an informed framework highlighting areas for conservation, strengthening and enhancements. The AONB Management Plan manages the conservation and natural beauty of the landscape and countryside and is produced by the AONB Unit, which provides guidance for the management, preservation and enhancement of the unique qualities of the areas landscape and environment. The Management Plan is updated at regular intervals. Other evidence is the HLC, Local Landscape Character Assessments; Cannock Chase and Cank Wood National Character Area profiles and the Planning for Landscape Change produced by SCC.

7.8 There is considerable horse related development within this area and developments can negatively impact upon the area. Development which results in the use of small fields with individual shelters and storage facilities, boundary treatments and accesses including menages and lighting should be designed and sited to enable a positive impact upon the Green Belt and upon the landscape and biodiversity of the area and not impact upon the openness of the Green Belt.

Introduction: National Forest

7.9 Whilst most of the National Forest lies beyond Lichfield District, Alrewas is a gateway to the Forest and home to the National Memorial Arboretum. Core Policy 1: The Spatial Strategy lists the National Forest as one of the District's significant assets. The National Forest is a landscape orientated initiative working across 200 square miles of the Midlands, seeking to restore and transform the landscape following closure of many extractive industries and link the two ancient woodlands of Charnwood and Needwood. The creation of the Forest is led by the National Forest Company who support Forest creation and management to provide a resilient environment; encourage activities and facilities to promote Forest related businesses; recreation and tourism and; engage communities in the Forest to improve well-being and quality of life.

7.10 The Local Plan Strategy recognises the Forest as containing sustainably managed local woodland (Policy SC2), an existing tourist attraction (CP9) which contributes to the local economy and regeneration through a range of leisure, woodland recreation and biodiversity opportunities which enhance the landscape and create valuable new habitats, increase biodiversity value in the District and help to safeguard our ecological networks and prevent further loss (CP13, NR3, NR4, NR5, NR6).

A high quality design, tree planting, landscaping and green spaces are required as part of new development and elsewhere to improve the quality of place in the National Forest (CP14 and BE1) and its connectivity (Alr1).

Policy NR11: National Forest

Within the National Forest support will be given for:

- Enhancement of built development through related woodland planting and landscaping, where appropriate; and
- The Forest as an exemplar of sustainable development

Development where landscaping would normally be required shall contribute towards the creation of the Forest by providing on-site or nearby landscaping with a focus on woodland and tree planting where appropriate and where this is not in conflict with other policies in the development plan and accords with the Biodiversity and Development SPD, including the National Forest Appendix.

Explanation

7.11 This policy supports the restoration of the landscape and transformation of the National Forest

7.12 Landscaping will generally favour woodland planting, but can also include creation and management of other appropriate habitats, open space provision associated with woodland and the provision of recreational facilities with a wooded character. The appropriate mix of habitats will depend upon the setting and the opportunities that the site presents and will be informed by the Trees, Landscaping and Development SPD and the National Forest Company's Guide for Developers or Planners.

Our Local Evidence

Cannock Chase AONB Management Plan 2014-2019

[National Character Area Profiles](#) (2015)

Planning for Landscape Change - Staffordshire County Council

[Horse Sense in the AONB](#)

National Forest Company's Guide for Developers of Planners

8 Built & Historic Environment

Policy BE2: Heritage Assets

Development proposals which conserve and enhance our historic environment will be supported where the development will not result in harm to the significance of the heritage asset or its setting.

To enable the effect of an application on the historic environment to be assessed, any application which could impact on a heritage asset (designated or non-designated) including its setting should be accompanied by a Heritage Statement which should include an assessment of its significance, and an assessment of the impact of the proposals on the significance. It should also include an archaeological assessment where relevant. Clear and convincing evidence will be required for any harm or loss to the significance of a heritage asset.

The loss of, or harm to, a heritage asset will only be permitted where it can be demonstrated that the ensuing harm and loss of significance of the heritage asset is necessary to achieve **substantial** public benefits that outweigh that harm or loss **in accordance with the NPPF**. In this case the areas affected should be recorded and the information submitted to the Staffordshire County Council's Historic Environment Record **as a minimum**.

Explanation

8.1 Heritage assets can be both designated and non-designated. Designated heritage assets are defined nationally and within Lichfield District these currently comprise our scheduled monuments, listed buildings, registered parks and gardens and conservation **s** areas. Non-designated heritage assets are those defined locally as meriting recognition and are worthy of conservation for the benefit of future generations. Both records are contained on the Staffordshire Historic Environment Record.

8.2 Our heritage assets are irreplaceable. It is therefore essential to identify the particular significance of any heritage asset and its setting that may be affected by a proposal. There is a considerable amount of information available which can be utilised to assist in carrying out a Heritage Statement. In particular more detail can be found within the Lichfield District Council Historic Environment SPD as well as Good Practice Advice Notes 2 and 3 prepared by Historic England which detail what elements an assessment should contain. It may be beneficial to obtain the advice of a suitably qualified professional to put together the assessment of significance, the assessment of the impact of the development on ~~that the~~ significance, the design of the proposal and relevant documentation. Liaison with our Conservation officers is recommended as the amount of evidence needs to be sufficient to understand the potential impact of the proposal on the significance of the asset and its setting and should be proportionate to the assets' importance. Where an assessment relates to an archaeological assessment this will need to be undertaken by an appropriately qualified professional^(v).

8.3 The significance of a heritage asset is the sum of four parts: archaeological, architectural, artistic and historic, and it may be all of these values or just one value. The significance incorporates elements such as the fabric of the asset, its completeness and integrity; the purpose, aspirations and attitudes of the people who created the asset; the designer, owner or occupier, organisation or event; anything distinctive, noteworthy, important, unusual, particularly rare or specific to the locality.

v A member of CIFA: <http://www.archaeologists.net/>.

8.4 The setting is the surroundings in which a heritage asset is experienced and it is imperative when making decisions to understand the particular reasons why it is where it is, why it has a particular character and appearance and why and how it interacts with its surroundings in the manner it does so the contribution the setting makes to the heritage asset's significance is understood and so any changes to the setting of the heritage asset can be considered in an informed manner.

8.5 Where the proposal also requires a Design and Access Statement, the assessment of significance can form a separate element of the statement or can be submitted as a separate document.

Our Local Evidence

Lichfield District Council Historic Environment Supplementary Planning Document

Good Practice Advice Note 2 - Historic England

Good Practice Advice Note 3 - Historic England

9 Lichfield City (incl. Streethay)

Introduction

9.1 The Local Plan Strategy identifies Lichfield City as the key sustainable settlement within the District and as such a key focus for growth within the plan period. The following section sets out the policies and site allocations for Lichfield City.

Policy Lichfield 3: Lichfield Economy

Lichfield City Centre will be promoted as a strategic centre by improving its range of shopping, leisure, business, cultural, education and tourist facilities whilst sustaining and enhancing the significance of its historic environment and heritage assets and their setting. This will be achieved by exploiting redevelopment opportunities identified in the City Centre whilst retaining the special architectural and historical character of the City.

Lichfield City Centre will be the focus for new office, leisure and shopping development. The Policies Map (and Map 10.1) defines the extent of the city centre boundary, primary shopping area and primary and secondary frontages.

The Primary Shopping Area (PSA) is the retail heart of Lichfield and its protection is key to the vitality and viability of the city centre. As <http://lichfielddc.limehouse.co.uk> any proposals (for retail uses) outside of the PSA or the town centre boundary (for all other main town centre uses) will be required to undertake a sequential test and impact assessment in accordance with national guidance and Local Plan Strategy (2015) Policy E1.

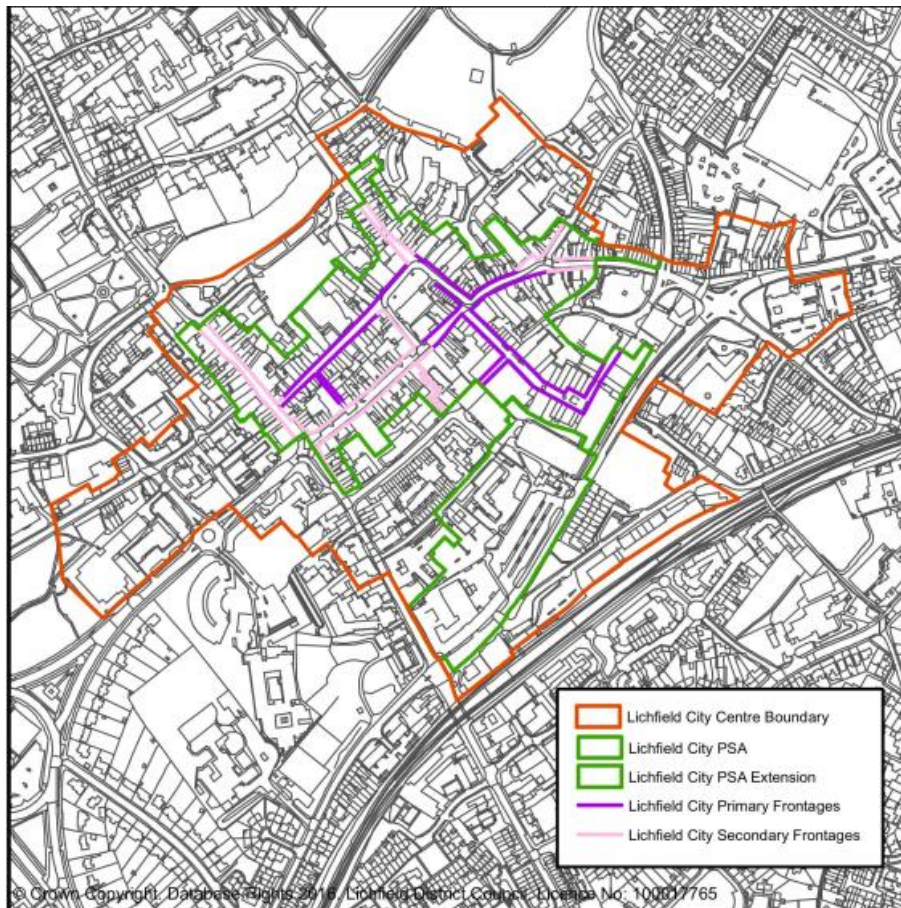
Within the primary frontages, any change of use applications from retail to other non-retail uses will be resisted where it would undermine the vitality and viability of the city centre. Other town centre uses, such as cafés, restaurants and offices should be directed towards the secondary frontages.

The provision of new office space will be supported within the City centre boundary in order to meet the evidence based annual floorspace requirement of 1,000 m²-1,400m². Managed workspace style office accommodation will be encouraged as part of mixed use schemes and new proposals should have regard to the potential development sites set out in the City Centre Development Strategy. All proposals for new office floorspace should have regard to the need to protect and enhance the City's historic character. A sequential approach to the location of offices will be applied and where there is clear evidence that there are no suitable office sites within the city centre, locations on the edge of the city centre will be considered before locations elsewhere within and accessible to Lichfield City. All sites should benefit from excellent public transport links to Lichfield City and should not prejudice further office development within other town centres, including those outside the district.

In order to meet the requirements from national/regional office market, the committed Lichfield South Business Park extension site (Site L30) is to be allocated for Grade A office development (up to 12,500 m²).

Explanation

Map 9.1 Lichfield City Centre Boundary, Retail Areas and Frontages



9.2 The Friarsgate mixed used scheme will be the focus of new retail development in the city centre and accounts for its retail floorspace requirement in the short and medium term. The delivery of Friarsgate is a strategic priority for the Council and is vital to the future vitality of the city centre. The Primary Shopping Area has been extended to incorporate the site and any proposals for retail (or other leisure uses) on edge of centre or out of centre sites should be fully assessed in terms of their impacts on Friarsgate as part of the overall impact assessment. The longer term city centre retail requirement (post Friarsgate) should be determined with reference to the latest available evidence.

9.3 The further allowance for bulky goods is not appropriate for sites within the city centre boundary due to these types of business requiring adjacent car parking. These will be guided towards edge of centre or out of centre sites (subject to the relevant Sequential and Retail Impact Assessments).

9.4 In replacing Local Plan Strategy Policy Lichfield 3: Lichfield Economy, this policy and explanatory text also supersedes the retail floorspace requirements referred to elsewhere in the Strategy. These updated policy requirements have been informed by the 2016 Lichfield Centres Study. The following references to Lichfield City's floorspace requirements in the Local Plan Strategy have therefore been superseded:

- Paragraph 13.11 and 13.12 (Policy Lichfield 3);

- Table 4.1 under “centres” column in relation to Lichfield City (Core Policy 1); and
- Paragraph 9.19 (Core Policy 8 Our Centres).

Housing Land & Mixed-use Land Allocations

9.5 Lichfield City is identified within the Spatial Strategy (Core Policy 1) as being the most sustainable settlement within the District and in terms of housing development the focus for the largest proportion of development. Table 4.1 illustrates that Lichfield is to deliver approximately 35% of the housing growth within the District through a range of different sites including four Strategic Development Allocations, completions recorded since the start of the plan period and 28 sites allocated through this plan.

Policy LC1: Lichfield City Housing Land Allocations

Along with the Strategic Development Allocations identified within the Local Plan Strategy the following sites, shown on the adopted local plan policies map, are allocated for residential development within the Plan period, subject to the 'Key Development Considerations' set out below. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address.

Site reference	Site name	Approx. yield of homes delivered by 2029
L2	East of Lichfield, (Streethay) SDA extension land north of Roman Heights	200
L3	Land at Greenhough Road	39
L4	Land at Swan Road, Former Sandford Gate	33 (net loss of 27 dwellings)
L5	Land off Limburg Avenue and Sainte Foy Avenue	194
L6	St Chad's House, Cross Keys	12
L7	Former Day Nursery, Scotch Orchard	27
L8	Former St Michaels Playing Fields, Deans Croft	9
L9	Land off Burton Road (East), Streethay	20
L10	Land off Burton Road (West), Streethay	38
L12	Land at St Johns Hospital, Birmingham Road	36
L13	Lombard Court, Lombard Street	14
L14	Former Integra Hepworth, Eastern Avenue	99
L16	Former Windmill Public House, Grange Lane	12

Site reference	Site name	Approx. yield of homes delivered by 2029
L17	Land to the rear of The Greyhound Public House, Upper St John Street	8
L18	Land at Cross Keys (Former What! Store), Cross Keys	44
L19	Angel Croft Hotel, Beacon Street	9
L20	Land at The Rosaries, Trent Valley Road	9
L21	Hawthorn House, Hawthorn Close	19
L23	Land off Cherry Orchard	9
L24	Trent Valley Buffer Depot, Burton Road, Streethay	50
L25	Land at 41 Cherry Orchard	10
L28	Former Beatrice Court, St John Street	40
L31	Land at Davidson Road	12
Total (net)		883

Changes will be made to the village settlement boundary (for Streethay), as shown on the Policies Map, to accommodate the residential allocations (Sites L9 and L10).

Policy LC2: Lichfield City Mixed-use Allocations

The following sites, shown on the adopted local plan policies map, are allocated for mixed-use development within the Plan period, subject to the Key Development Considerations set out below. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address. The mix of uses which will be supported is detailed within the table below and the 'Key Development Considerations'.

The Friarsgate mixed used scheme (L27) will be the focus of new retail development in the city centre and accounts for its retail floorspace requirement in the short and medium term. The delivery of Friarsgate is a strategic priority for the Council and is vital to the future vitality of the city centre. Any proposals for retail (or other leisure uses) on edge of centre or out of centre sites should be fully assessed in terms of their impacts on Friarsgate as part of the overall impact assessment.

Table 9.1

Site reference	Site name	Mix of uses	Approx. yield of uses
L1	Beaconsfield House, Sandford Street	Residential/Retail	27 dwellings/34m ² retail

Site reference	Site name	Mix of uses	Approx. yield of uses
L22	Former Regal Cinema (former Kwick Save), Tamworth Street	Residential/Retail	38 dwellings/retail
L26	Friarsgate , Land at Birmingham Road	Retail/Residential	95 (93 net) dwellings/retail/commercial (see Policy Lichfield 3)
L27	Former Norgren site, Eastern Avenue	Bulky goods retail/residential	70 dwellings/bulky goods retail
L29	Land at Quonians Lane (Former Auction Centre), Cross Keys	Residential/retail	47 dwellings/retail
Total (net)			275 dwellings

Explanation

9.6 There have been 660(gross) dwellings delivered within Lichfield City between 2008 and 2017. The Urban Capacity Assessment (UCA) detailed that in addition to the completions there is was a further committed supply (net) of 546 (at 1st September 2016) dwellings alongside the Strategic Development Allocations which are to deliver 2100 dwellings. This left a requirement for additional sites to be allocated within, and adjacent to Lichfield City to meet the requirements as set out within the Local Plan Strategy.

9.7 Core Policy 1 and Core Policy 6 identify the urban area of Lichfield City as playing a key role in delivering the requirements for housing land. The UCA provides a thorough assessment of the committed supply of sites and identified a further 100 dwellings which had been committed by 31st August 2016. The UCA assessed and considered potential sites within the urban area of Lichfield City drawn from the Strategic Housing Land Availability Assessment (SHLAA). This process identified potential sites for an additional 367 dwellings which were recommended to be considered for allocation (including mixed-use sites which include an element of residential development - see Policy LC2). Once this process had been completed the UCA concluded that there were insufficient sites to meet the requirements for Lichfield City as set out within the Local Plan Strategy and that further sites beyond the existing urban area would need to be identified to meet a residual requirement of approximately 340 dwellings. As is illustrated by Table 4.1 allocations have been made for a further 1,218 dwellings through this plan (including a number of sites already committed) within and adjacent to Lichfield City to ensure that the City remains a focus for growth.

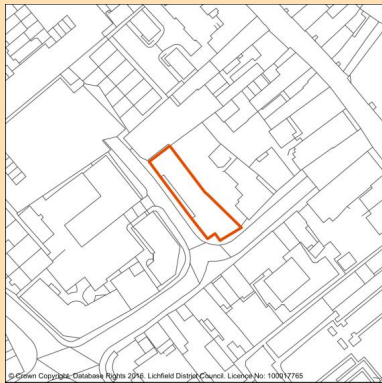
9.8 With regards to sites L9 and L10 the village settlement boundary of Streethay will be amended to accommodate the residential allocations. The UCA recommended that where such allocations fell outside of the village settlement boundaries as defined by the previous Local Plan then amendments to the boundary should be considered to incorporate proposed allocations.

9.9 The sites allocated through Policy LC1, Policy LC2 and Policy Lichfield 3: Lichfield Economy are detailed below along with 'Key development considerations' for each site. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address.

Site L1 (Lichfield 1): Beaconsfield House, Sandford Street

L1: Beaconsfield House, Sandford Street

Site allocated through Policy LC2



Site area (Ha)	0.05
Approximate dwelling yield	27
Approximate floorspace (and use)	35m ² (retail)

Beaconsfield house is a former office building within Lichfield City Centre previously identified as a site out of scale and character with the conservation area. Site is located within the City Centre boundary adjacent to a mixture of town centre and other uses.

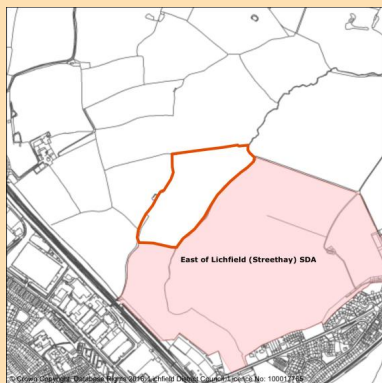
Key development considerations:

- Design and scale of redevelopment must be considered in the context of the buildings location within the conservation area and proximity to heritage assets including scheduled **ancient** monument(s).
- Design should consider setting of Lichfield Cathedral including historic views or skylines.
- Opportunity for gateway development on one of the entrances to the City Centre.
- Access to site off Sandford Street, development to provide sufficient parking provision for the development (in accordance with the Sustainable Design SPD).
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.

Site L2 (Lichfield 2): East of Lichfield, **(Streethay) SDA-extension land north of Roman Heights**

L2: East of Lichfield, **(Streethay) SDA-extension land north of Roman Heights**

Site allocated through Policy LC1

L2: East of Lichfield, (Streethay) SDA extension land north of Roman Heights

Site area (Ha)	9.2
----------------	-----

Approximate dwelling yield	200
----------------------------	-----

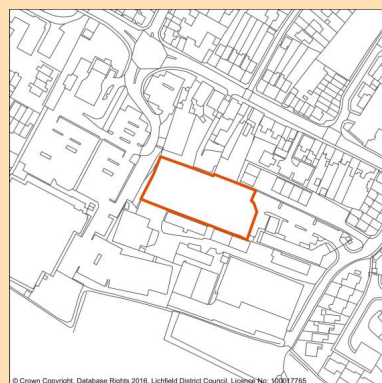
The site is located to the north of the East of Lichfield (Streethay) SDA as allocated within the Local Plan Strategy which began construction in 2016. Site is presently in agricultural use.

Key development considerations:

- Development should form an integrated part of the overall development of the SDA.
- Access to amenities and facilities within the wider SDA and wider area.
- Access to site integrated into road network within the wider SDA.
- Potential ecological impacts should be considered due to the greenfield nature of the site for example the Mare Brook.
- Scheme should be designed to take account of the edge of settlement location and manage the transition from urban to rural.
- Landscape character should be considered and addressed sensitively.
- Flood risk will need to be assessed.

Site L3 (Lichfield 3): Land at Greenhough Road**L3: Land at Greenhough Road**

Site allocated through Policy LC1



Site area (Ha)	0.3
----------------	-----

Approximate dwelling yield	39
----------------------------	----

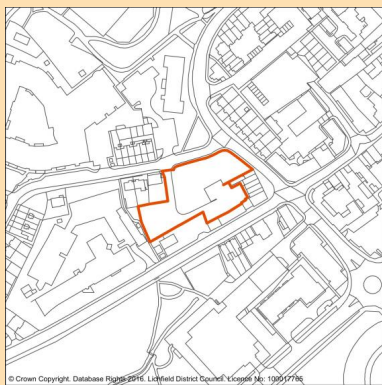
Currently an unused previously developed site adjacent to an existing employment area. The site is located between an existing supermarket and a small scale modern office development.

L3: Land at Greenhough Road**Key development considerations:**

- Design and scale of redevelopment must be considered in the context of the buildings location adjacent to the conservation area.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Potential ecological impacts should be considered. For example site comprises semi improved/acid grassland.
- Suitable access to be achieved from Greenhough Road.

Site L4 (Lichfield 4): Land at Swan Road, Former Sandford Gate**L4: Land at Swan Road, Former Sandford Gate**

Site allocated through Policy LC1



Site area (Ha)	0.3
Approximate dwelling yield	33 (Net -27)

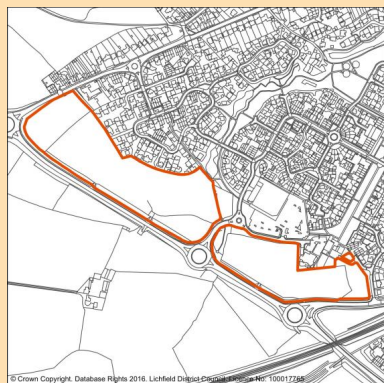
Former sheltered accommodation development which was demolished in 2015. The site is currently vacant brownfield land. Planning permission was granted in 2016 for residential development of 33 dwellings. The previous development accommodated 60 sheltered units which no longer met the appropriate standards for such accommodation in terms of size. The yield for the development is included as a net loss of 27 units.

Key development considerations:

- Design and scale of redevelopment must be considered in the context of the buildings location adjacent to the conservation area and proximity to heritage assets including scheduled **ancient** monument(s).
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Suitable access to be achieved from Sandford Street.

Site L5 (Lichfield 5): Land off Limburg Avenue and Sainte Foy Avenue**L5: Land off Limburg Avenue and Sainte Foy Avenue**

Site allocated through Policy LC1

L5: Land off Limburg Avenue and Sainte Foy Avenue

Site area (Ha)	8.6
----------------	-----

Approximate dwelling yield	194
----------------------------	-----

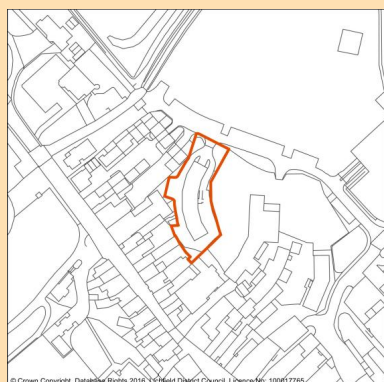
The site consists of several parcels of land located on the south western edge of Lichfield. The site is bounded by the southern bypass and is immediately adjacent to existing residential development and is currently in agricultural use. Three separate planning permissions have been granted for the site totalling 194 dwellings.

Key development considerations:

- Opportunity for gateway development at one of the key entrances to the city.
- Design of scheme should provide connectivity and integrate into pedestrian and green networks, particularly with the Darwin Park development.
- Potential ecological impacts should be considered due to the greenfield nature of the site. For example site comprises semi improved/acid grassland priority habitat.
- Scheme should be designed to take account of the edge of settlement location and manage the transition from urban to rural.

Site L6 (Lichfield 6): St Chad's House, Cross Keys**L6: St Chad's House, Cross Keys**

Site allocated through Policy LC1



Site area (Ha)	0.2
----------------	-----

Approximate dwelling yield	12
----------------------------	----

The site is located within Lichfield City centre, directly adjacent to Stowe Pool and consists of an office building along with areas of hard standing and car parking.

Key development considerations:

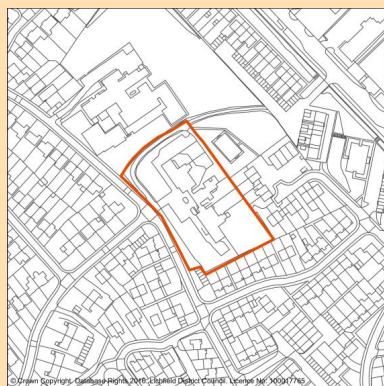
- Design and scale of development to be considered in the context of the site's location within the conservation area and proximity to heritage assets including scheduled **ancient** monument(s), Stowe Pool and adjacent to Grade II registered park and garden.
- Design should consider setting of Lichfield Cathedral including historic views or skylines.

L6: St Chad's House, Cross Keys

- The SFRA identifies that the site is adjacent to and within areas of high flood risk (Flood Zone 2). Consequently consideration and implementation of suitable measures to manage the potential impacts of flooding and to manage surface water run off.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Potential for significant archaeological potential on site, as such appropriate assessments and mitigation will be required.

Site L7 (Lichfield 7): Former Day Nursery, Scotch Orchard**L7: Former Day Nursery, Scotch Orchard**

Site allocated through Policy LC1



Site area (Ha)	0.7
----------------	-----

Approximate dwelling yield	27
----------------------------	----

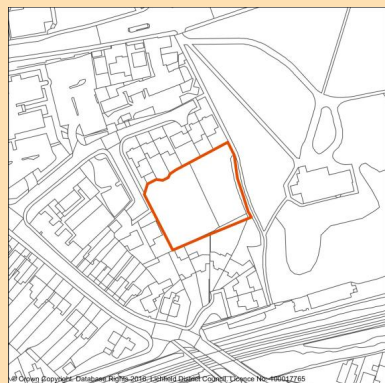
The site is a former nursery located within a primarily residential area adjacent to Scotch Orchard Primary School. The site comprises of the vacant nursery building which is located at the centre of the site and mature trees and vegetation within the site boundaries. To the north east the site adjoins an area of open space including a children's play area.

Key development considerations:

- Tree preservation orders within the site boundary will need to be considered and accommodated within the design of any proposals.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Protected and priority species have been identified on site, mitigation may be required.

Site L8 (Lichfield 8): Former St Michaels Playing Fields, Deans Croft**L8: Former St Michaels Playing Fields, Deans Croft**

Site allocated through Policy LC1

L8: Former St Michaels Playing Fields, Deans Croft

Site area (Ha)	0.2
----------------	-----

Approximate dwelling yield	9
----------------------------	---

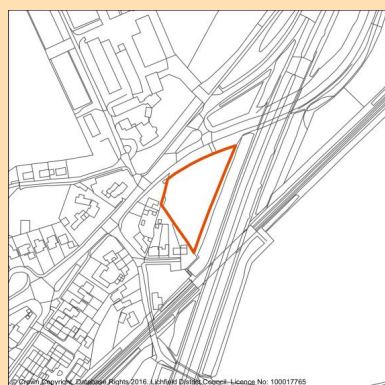
The site is a former playing field associated the nearby St Michaels School which has now been converted to residential accommodation as such the playing fields are no longer in use. The site consists of a grass playing field and a tarmac playing court and is located within a residential area immediately adjacent to the grounds of St Michaels Church.

Key development considerations:

- Design and scale of development to be considered in the context of the site's location adjacent to the conservation area and proximity to heritage assets, including the Grade II* listed St Michaels Church and other listed buildings and features.
- Design should consider setting of Lichfield Cathedral and St Michaels Church including historic views or skylines.
- Potential ecological impacts should be considered due to the greenfield nature of the site. For example part of the site comprises semi improved grassland.
- Consideration of replacement facilities - note that landowner states that 'redundancy rule' means replacement facilities will not be required. Any loss of playing pitch/accessible open space provision should be mitigated.

Site L9 (Lichfield 9): Land off Burton Road (East), Streethay**L9: Land off Burton Road (East), Streethay**

Site allocated through Policy LC1



Site area (Ha)	0.4
----------------	-----

Approximate dwelling yield	20
----------------------------	----

Greenfield site located on the eastern edge of Streethay which is bounded by the A38 which is elevated above the site.

Key development considerations:

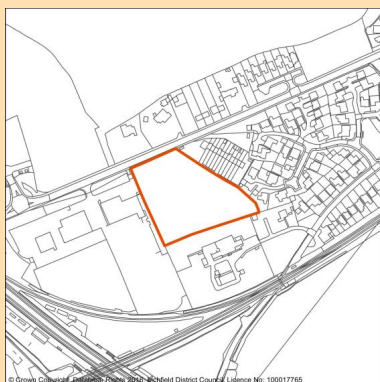
- Design to consider mitigation for noise from A38.

L9: Land off Burton Road (East), Streethay

- Potential ecological impacts should be considered due to the greenfield nature of the site, site has the potential to support protected and priority species and comprises of pastoral land and plantation woodland.
- Appropriate ecological assessments given potential for protected and priority species.
- Design and scale of development must be considered in the context of the buildings location within proximity to heritage assets including scheduled **ancient** monument(s).
- Suitable access to be provided that considers the interaction with the A38 slip roads and the transition from dual-carriageway to urban environment.

Site L10 (Lichfield 10): Land off Burton Road (West), Streethay**L10: Land off Burton Road (West), Streethay**

Site allocated through Policy LC1



Site area (Ha)	1.0
Approximate dwelling yield	38

The site is located between the existing residential area of Streethay and existing employment area to the east of Lichfield City. Presently the site is an open green field with limited boundary planting or vegetation.

Key development considerations:

- Design to consider mitigation for noise from A38.
- Potential ecological impacts should be considered due to the greenfield nature of the site. For example site comprises semi improved/acid grassland and has potential to support protected priority species.
- Suitable access to be provided.
- Site is located within source protection zone 1. Development should have regard to Core Policy 3.

Site L12 (Lichfield 12): Land at St Johns Hospital, Birmingham Road**L12: Land at St Johns Hospital, Birmingham Road**

Site allocated through Policy LC1

L12: Land at St Johns Hopsital, Birmingham Road

Site area (Ha)	1.1
----------------	-----

Approximate dwelling yield	36
----------------------------	----

The site is located close to Lichfield City Centre within the Conservation Area. The SHLAA 2016 noted that the north eastern part of the site has benefit of planning permission for 18 dwellings which had been implemented and was under construction. The site is directly adjacent to the Grade I listed St Johns Hospital. The area of the site which is not noted as under construction within the SHLAA consists of the former Lichfield Tennis Club premises incorporating five courts, a club house and small area of car parking. The tennis club has closed some years ago and merged with Lichfield Lawn Tennis Club located close to the city.

Key development considerations:

- Sensitive design and scale of scheme to take account of location within the conservation area and proximity to heritage assets including the Grade I listed St John's Hospital and other listed buildings.
- Tree preservation orders within the site boundary will need to be considered and accommodated within the design of any proposals.
- Development proposals for the remainder of the site should be complimentary and link to the development which has already been approved and is under construction.
- Potential for significant archaeological potential on site, as such appropriate assessments and mitigation will be required.

Site L13 (Lichfield 13): Lombard Court, Lombard Street**L13: Lombard Court, Lombard Street**

Site allocated through Policy LC1



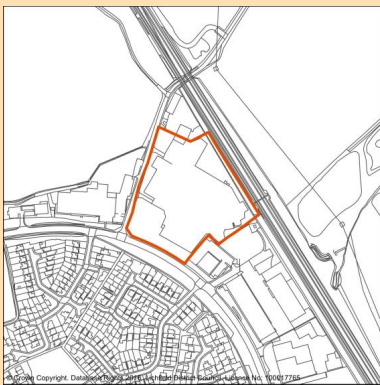
Site area (Ha)	0.1
----------------	-----

Approximate dwelling yield	14
----------------------------	----

Former office building (Grade II listed) located within the city centre. Conversion of the building to form 14 apartments was approved in 2016 and is currently under construction.

L13: Lombard Court, Lombard Street**Key development considerations: N/A****Site L14 (Lichfield 14): Former Integra Hepworth, Eastern Avenue****L14: Former Integra Hepworth, Eastern Avenue**

Site allocated through Policy LC1



Site area (Ha)	2.7
Approximate dwelling yield	99

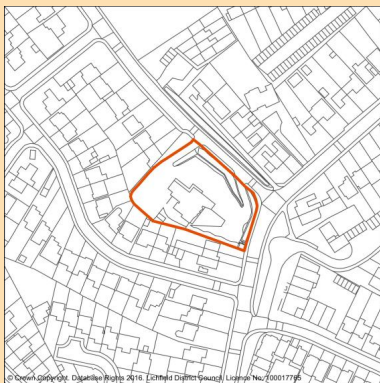
The site was a former industrial premises which ceased operation and was demolished in 2008. The site is bounded by Eastern Avenue, Watery Lane and the West Coast Main Line with an employment area located to the south east.

Key development considerations:

- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Consideration of mitigation for noise from adjacent uses, Eastern Avenue and West Coast Mainline.

Site L16 (Lichfield 16): Former Windmill Public House, Grange Lane**L16: Former Windmill Public House, Grange Lane**

Site allocated through Policy LC1



Site area (Ha)	0.3
Approximate dwelling yield	12

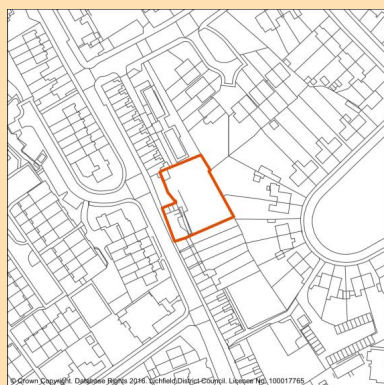
Site of the Windmill Public House which has been vacant for a number of years. The site is located within a primarily residential area Lichfield in close proximity to a number of local shops and facilities.

L16: Former Windmill Public House, Grange Lane**Key development considerations:**

- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.

Site L17 (Lichfield 17): Land to the rear of The Greyhound Public House, Upper St John Street**L17: Land to the rear of The Greyhound Public House, Upper St John Street**

Site allocated through Policy LC1



Site area (Ha)	0.1
----------------	-----

Approximate dwelling yield	8
----------------------------	---

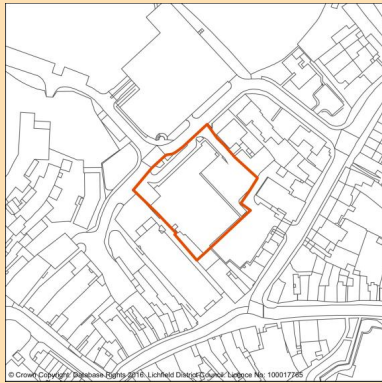
The site is an area of open land located to the rear of the Greyhound Public House and is elevated to the rear.

Key development considerations:

- Sensitive design and scale of scheme to take account of location within proximity to heritage assets including listed buildings.
- Tree preservation orders adjacent to the site boundary will need to be considered and accommodated within the design of any proposals.
- Appropriate access to be provided from Upper St John Street and sufficient parking to be provided in line with the Sustainable Design SPD.

Site L18 (Lichfield 18): Land at Cross Keys (Former What! store), Cross Keys**L18: Land at Cross Keys (Former What! store), Cross Keys**

Site allocated through Policy LC1

L18: Land at Cross Keys (Former What! store), Cross Keys

Site area (Ha)	0.3
----------------	-----

Approximate dwelling yield	44
----------------------------	----

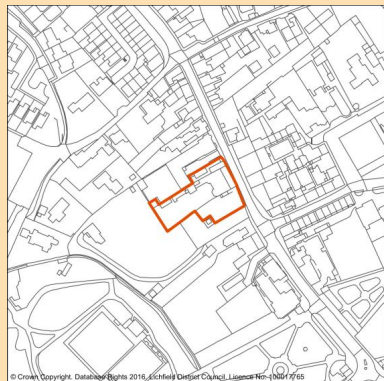
The site is located within Lichfield City Centre and the Conservation Area adjacent to the Cross Keys Car Park. The site is a vacant brownfield site as the retail unit formally located on site was demolished in 2016. The site is bounded by a number of residential and commercial properties and the site of the former Regal Cinema.

Key development considerations:

- Design and scale of development to be considered in the context of the site's location within the conservation area and proximity to heritage assets.
- Design should consider setting of Lichfield Cathedral including historic views or skylines.
- Mixture of uses should be provided including residential and retail given the sites location within the City Centre.
- Consideration of how mixture of uses can be incorporated into the development and the City Centre and adjacent development sites.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Potential ecological impacts should be considered as site has potential to support protected and priority species. For example site comprises semi improved/acid grassland.
- Potential for significant archaeological potential on site, as such appropriate assessments and mitigation will be required.

Site L19 (Lichfield 19): Angel Croft Hotel, Beacon Street**L19: Angel Croft Hotel, Beacon Street**

Site allocated through Policy LC1

L19: Angel Croft Hotel, Beacon Street

Site area (Ha)	0.2
----------------	-----

Approximate dwelling yield	9
----------------------------	---

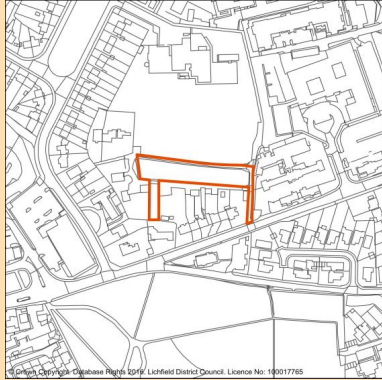
Grade II* listed former hotel, building which fronts onto Beacon Street opposite Cathedral Close. The site also consists of grassed areas and car parking.

Key development considerations:

- Sensitive design and scale of scheme to take account of location within the conservation area and proximity to heritage assets including listed buildings. Any proposals should ensure the repair and use of the listed hotel building which is currently at risk. Significant archaeological potential on site, as such appropriate assessments and mitigation will be required.
- Design should consider setting of Lichfield Cathedral including historic views or skylines.
- Tree preservation orders within the site boundary will need to be considered and accommodated within the design of any proposals.
- Design must incorporate and protect views of Lichfield Cathedral.
- The SFRA identifies that the site is adjacent to areas of high flood risk (Flood Zone 2 & 3) although the site itself is in Flood Zone 1. Consequently consideration and implementation of suitable measures to manage the potential impacts of flooding and to manage surface water run off.
- Potential ecological impacts should be considered as site has potential to support protected and priority species.

Site L20 (Lichfield 20): Land at The Rosaries, Trent Valley Road**L20: Land at The Rosaries, Trent Valley Road**

Site allocated through Policy LC1

L20: Land at The Rosaries, Trent Valley Road

Site area (Ha)	0.3
----------------	-----

Approximate dwelling yield	9
----------------------------	---

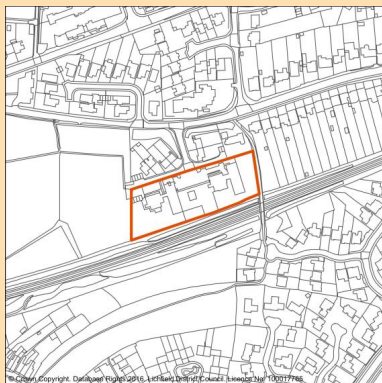
The site is an area of incidental open space within a primarily residential area located directly adjacent to St Chad's Primary School. Immediately adjacent to the site's eastern boundary are a number of listed buildings which front onto Trent Valley Road.

Key development considerations:

- Sensitive design and scale of scheme to take account of location within close proximity to heritage assets including the Grade II* listed St Michaels Church, and other listed buildings.
- Consideration of residential amenity given location adjacent to school playing fields.
- Design should consider setting of Lichfield Cathedral and St Michaels Church including historic views or skylines.

Site L21 (Lichfield 21): Hawthorn House, Hawthorn Close**L21: Hawthorn House, Hawthorn Close**

Allocated through policy LC1



Site area (Ha)	0.6
----------------	-----

Approximate dwelling yield	19
----------------------------	----

The site consists of several buildings used to provide residential care, areas of open space and car parking serving the current use. The site is located within a primarily residential area adjacent to the grounds of St Michaels Church. The site is bounded to the south by the Cross City railway line.

Key development considerations:

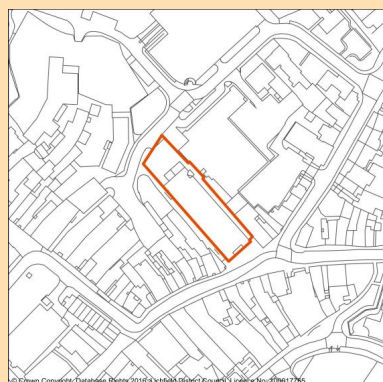
- Design and scale of development to be considered in the context of the site's location in proximity to heritage assets, including the Grade II* listed St Michaels Church, and other listed buildings and features.
- Design should consider setting of Lichfield Cathedral including views of the spires.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.

L21: Hawthorn House, Hawthorn Close

- Design to consider mitigation for noise from adjacent railway line.
- Potential ecological impacts should be considered as site contains semi improved grassland.
- Design should consider setting of Lichfield Cathedral and St Michaels Church including historic views or skylines.

Site L22 (Lichfield 22): Former Regal Cinema (former Kwik Save), Tamworth Street**L22: Former Regal Cinema (former Kwik Save), Tamworth Street**

Site allocated through Policy LC2



Site area (Ha)	0.2
Approximate dwelling yield	38
Approximate floorspace and use	Retail inline with Policy Lichfield 3

The site is located within Lichfield City Centre and consists of the former Regal Cinema, a building with a locally listed frontage located within the Conservation Area adjacent to a number of listed buildings. The site is bounded by a public footpath (The Tanneries) to the west and Tamworth Street to the south.

Key development considerations:

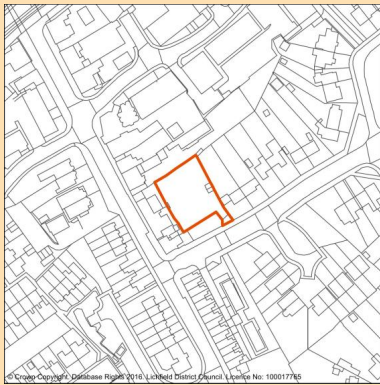
- Design and scale of development to be considered in the context of the site's location within the conservation area and proximity to heritage assets. Potential for significant archaeological potential on site, as such appropriate assessments and mitigation will be required.
- Design should consider setting of Lichfield Cathedral including historic views or skylines.
- Retention of locally listed cinema facade. Redevelopment of site could potentially improve condition of site which currently detracts from conservation area.
- Mixture of uses should be provided including residential and retail given the site's location within the City Centre.
- Consideration of how mixture of uses can be incorporated into the development and the city centre and adjacent development sites.

L22: Former Regal Cinema (former Kwik Save), Tamworth Street

- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Potential ecological impacts should be considered as site has potential to support protected and priority species.

Site L23 (Lichfield 23): land off Cherry Orchard**L23: Land off Cherry Orchard**

Site allocated through Policy LC1



Site area (Ha)	0.1
----------------	-----

Approximate dwelling yield	9
----------------------------	---

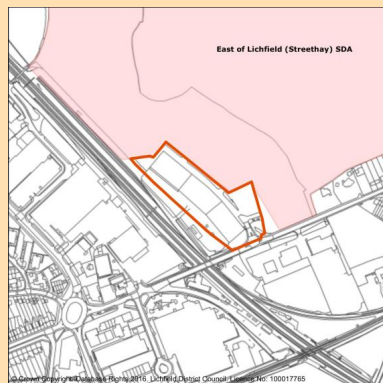
The site is currently used for the siting of self storage containers and is located within a primarily residential area with direct access of Cherry Orchard.

Key development considerations:

- Design and scale of development to be considered in the context of the site's location within proximity to heritage assets.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.

Site L24 (Lichfield 24): Trent Valley Buffer Depot, Burton Road, Streethay**L24: Trent Valley Buffer Depot, Burton Road, Streethay**

Site allocated through Policy LC1

L24: Trent Valley Buffer Depot, Burton Road, Streethay

Site area (Ha)	1.9
----------------	-----

Approximate dwelling yield	50
----------------------------	----

The site is located directly adjacent to the West Coast Mainline and has been used as a depot serving the railway, the site consists of several large warehouse buildings and areas of hard standing used for the storage of materials related to the current use. The site directly abuts the East of Lichfield (Streethay) SDA to the east.

Key development considerations:

- Development should be integrated into the wider development of the East of Lichfield (Streethay) SDA.
- Access to amenities and facilities within the SDA and wider area.
- Consideration of mitigation for noise from adjacent uses, Eastern Avenue and West Coast Mainline.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Additional parking provision to serve Lichfield Trent Valley Station should be considered as part of any development.
- Consideration of landscape setting.
- Site is located within source protection zone 2. Development should have regard to Core Policy 3.

Site L25 (Lichfield 25): Land at 41 Cherry Orchard**L25: Land at 41 Cherry Orchard**

Site allocated through Policy LC1



Site area (Ha)	0.2
----------------	-----

Approximate dwelling yield	10
----------------------------	----

The site is currently open with the former nursery building having been demolished in 2016. The site is bounded on three sides by residential development of varying tenures and designs and Cherry Orchard and a primary school bound the site to the west. The site has the benefit of planning permission for the implemented demolition and construction of dwellings.

L25: Land at 41 Cherry Orchard**Key development considerations: N/A****Site L26 (Lichfield 26): Friarsgate, Land at Birmingham Road****L26: Friarsgate, Land at Birmingham Road**

Site allocated through Policy LC2



Site area (Ha)	3.1
Approximate dwelling yield	95
Approximate floorspace and use	Comparison and convenience retail in line with Policy Lichfield 3

The site consists of a large area within the City Centre which includes commercial property, a bus station, 1960s office building and multi-storey car park. Adjacent to the site are a number of listed buildings including the District Council offices and Wade Street Church. The Lichfield Garrick Theatre is located directly adjacent to the north of the site.

Key development considerations:

- Design and scale of development to be considered in the context of the site's location within the conservation area and proximity to heritage assets.
- Mixture of uses should be provided including residential and retail given the sites location within the City Centre - development should comply with Policy Lichfield 3.
- Consideration of how mixture of uses can be incorporated into the development and the City Centre and adjacent development sites.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Design should consider setting of Lichfield Cathedral including historic views or skylines.
- Design of scheme should consider the operational needs of the Garrick Theatre, including maintaining heavy vehicle access.

Site L27 (Lichfield 27): Former Norgren site, Eastern Avenue**L27: Former Norgren site, Eastern Avenue**

Site allocated through Policy LC2

L27: Former Norgren site, Eastern Avenue

Site area (Ha)	4.1
Approximate dwelling yield	70
Approximate floorspace and use	Bulky goods retail in line with Policy Lichfield 3

A former industrial site located to the north east of Lichfield City and is bounded by Eastern Avenue and The West Coast Mainline. The site is adjacent to other employment uses and Lichfield City Football Club.

Key development considerations:

- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Consideration of mitigation for noise from adjacent uses, Eastern Avenue and West Coast Mainline.
- Mixture of uses provided for on site should be well integrated with appropriate buffer planting - development should comply with Policy Lichfield 3.

Site L28 (Lichfield 28): Former Beatrice Court, St John Street**L28: Former Beatrice Court, St John Street**

Site allocated through Policy LC1



Site area (Ha)	0.6
Approximate dwelling yield	40

A former nursing home premises within Lichfield City Centre direct adjacent to St Johns Hospital. The site consist of a large 1980s building and a number of listed cottages which directly front onto St John Street.

Key development considerations:

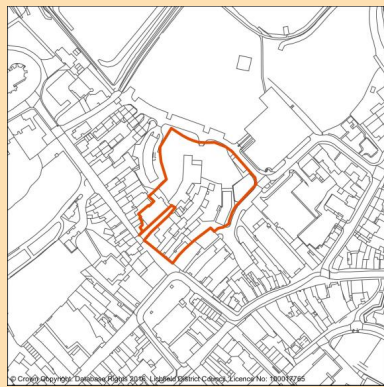
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Design should consider setting of Lichfield Cathedral including historic views or skylines.
- Design and scale of development to be considered in the context of the site's location within the conservation area and proximity to heritage assets.

L28: Former Beatrice Court, St John Street

- Tree preservation orders within the site boundary will need to be considered and accommodated within the design of any proposals.
- Potential ecological impacts should be considered as site has potential to support protected and priority species.

Site L29 (Lichfield 29): Land at Quonians Lane (Former Auction Centre), Cross Keys**L29: Land at Quonians Lane (Former Auction Centre), Cross Keys**

Site allocated through Policy LC2



Site area (Ha)	0.8
Approximate dwelling yield	Up to 47 dwellings
Approximate floorspace and use	Mixed use development to include range of appropriate town centre uses including up to 47 residential dwellings.

The site is currently an auction centre having previously been used as a stone masonry college and incorporates a number of historic buildings along Quonians Lane. Numerous buildings of varying characters are located within the site.

Key development considerations:

- Sensitive design and scale of development to be considered in the context of the site's location within the conservation area and proximity to heritage assets including scheduled **ancient** monument(s), listed buildings and registered listed parks.
- Mixture of uses should be provided including residential and retail given the site's location within the City Centre.
- Design should consider setting of Lichfield Cathedral including historic views or skylines.
- Consideration of how mixture of uses can be incorporated into the development and the city centre and adjacent development sites.
- Linkages through the site from Quonians Lane to Stowe Fields should be accommodated.
- The SFRA identifies that there are areas of high flood risk (Flood Zone 2) within the site, although a majority of the site is in Flood Zone 1. Consequently consideration and implementation of suitable measures to manage the potential impacts of flooding and to manage surface water run off.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.

L29: Land at Quonians Lane (Former Auction Centre), Cross Keys

- Design must incorporate and protect views of Lichfield Cathedral.
- Potential ecological impacts should be considered as site has potential to support protected and priority species.

Site L30 (Lichfield 30): Lichfield South Business Park**L30: Lichfield South Buisness Park**

Allocated through Policy Lichfield 3



Site area (Ha)	4.4
Floorspace (m ²)	12,500 (B4a B1)

The site is located within the Green Belt to the south of Lichfield City adjacent to the existing Lichfield South Business Park. The site is located in close proximity to major road infrastructure including the A38, A5 and M6 Toll. The site is to provide primarily for national/ regional office market as outlined within Policy Lichfield 3.

Key development considerations:

- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Development should be integrated into the existing uses within the Lichfield South Business Park and be designed to complement the existing development.

Site L31 (Lichfield 31): Land at Davidson Road**L31: Land at Davidson Road**

Allocated through Policy LC1

L31: Land at Davidson Road

Site area (Ha)	0.15
----------------	------

Approximate dwelling yield	12
----------------------------	----

The site is currently a number of buildings including old brewery building used as part of a motor garage. The site is bounded by the elevated cross city line to the north and various commercial and residential uses.

Key development considerations:

- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Design and scale of redevelopment to be considered in the context of the buildings location adjacent to the conservation area and proximity to heritage assets including listed buildings.

10 Burntwood

Introduction

10.1 Burntwood is identified as a key settlement within the settlement hierarchy and one of the two most sustainable settlements within Lichfield District. As such the settlement is identified as an area to accommodate a proportion of growth to 2029. This section of the plan sets out the policies and site allocations for Burntwood.

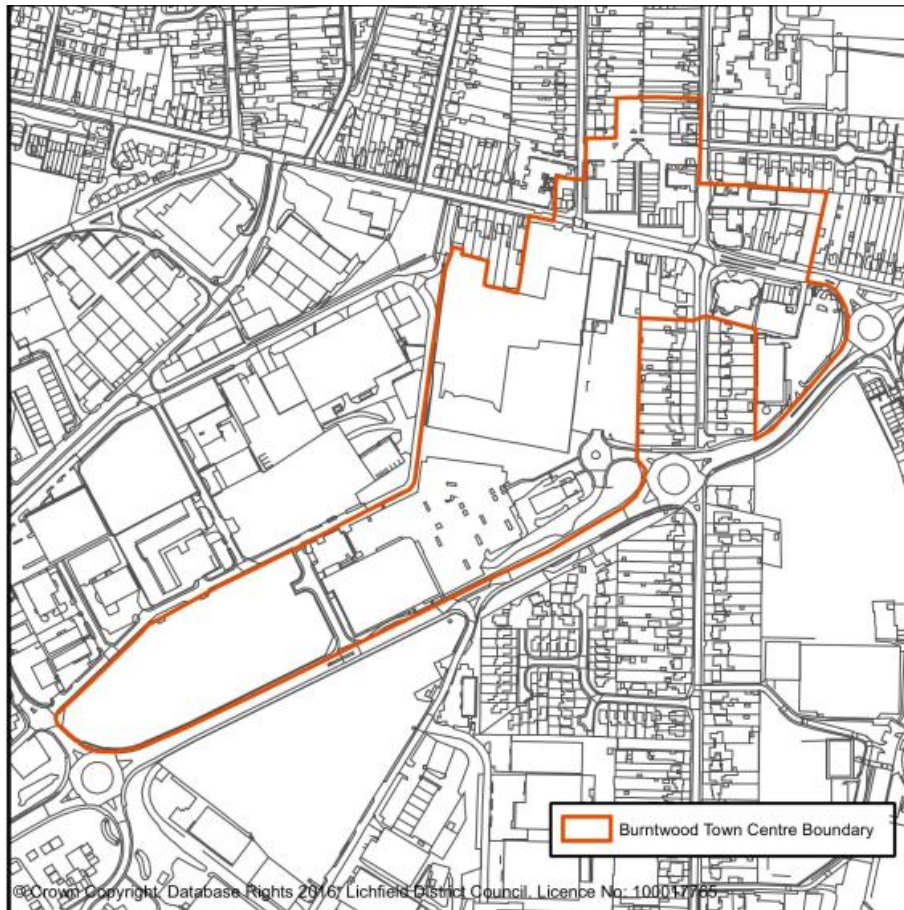
Policy Burntwood 3: Burntwood Economy

In Burntwood the focus will be on the creation of a vibrant and diverse town centre, through regeneration. The town will be promoted as an area of increased and more diverse economic activity, to include new retail, employment, leisure, residential, recreational, health, educational resources and improvements to its environmental quality and public realm. These uses, together with enhancements to pedestrian linkages and public transport facilities, will further assist in the regeneration of the area and help to meet the needs of the residential population of the town.

To assist in this regeneration, Burntwood will be a main focus for investment, including public and private sector funding. Specific projects that have been identified as part of a package of measures to deliver Burntwood's town centre regeneration are detailed within the Infrastructure Delivery Plan (IDP).

Employment opportunities will be maximised to encourage Burntwood residents to be able to access a range of locally accessible opportunities suitable to their skills and aspirations. Support will be given for an enlarged town centre to meet local needs as defined on the Policies Map and Map 9.1). The District Council will encourage new retail development comprising both comparison and convenience floorspace as well as leisure uses on the two key opportunity sites in order to increase the attractiveness and market share of the centre.

Map 10.1 Burntwood Town Centre Boundary



Explanation

10.2 In replacing Local Plan Strategy Policy Burntwood 3: Burntwood Economy, this policy and explanatory text also supersedes any retail floorspace requirements referred to elsewhere in the Strategy. These updated policy requirements have been informed by the 2017 Lichfield Centres Study. The following references to Burntwood town centre's floorspace requirements in the Local Plan Strategy have therefore been superseded:

- Paragraph 14.10 (Explanatory text to Burntwood 3); and
- Table 4.1 under "centres" column (relating to Core Policy 1).

Housing Land and Mixed-use Land Allocations

10.3 The Spatial Strategy identifies Burntwood as the second most sustainable settlement within the District which is required to play a key role in the delivery of housing requirements within the plan period. Table 4.1 illustrates that Burntwood is to accommodate approximately 9% of housing growth

within the District including a Strategic Development Allocation to the east of Burntwood bypass, completions recorded since the start of the plan period and 15 allocated sites identified within this plan.

Policy B1: Burntwood Housing Land Allocations

Along with the Strategic Development Allocations identified within the Local Plan Strategy the following sites, shown on the adopted local plan policies map, are allocated for residential development within the Plan period, subject to the 'Key Development Considerations' set out below. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address.

Site reference	Site name	Approx. yield of homes delivered by 2029
B1	99-101 High Street, Chasetown	7
B2	82-84 Queen Street	14
B3	Land at Maple Close/Sycamore Road	32
B4	Land at Mount Road/New Road	95
B5	Land rear of Chase Terrace Primary School	12
B7	Land south of Cannock Road	17
B8	Cottage of Content Public House, Queen Street	10
B10	Land off Milestone Way, Chasetown	150
B11	Former Greyhound Public House, Boney Hay Road	7
B16	Coney Lodge Farm, Rugeley Road	8
B18	Land at Baker Street	7 (net 1)
B19	Chorley Road, Boney Hay Concrete Works	7
B20	Hill Street, 1-3	7
B21	High Street, 144	9 (8 net)
Total (net)		375

Changes to the Green Belt boundary will be made to remove the St Matthews estate from the Green Belt, as set out in Policy Burntwood 1: Burntwood Environment (Local Plan Strategy).

Policy B2: Burntwood Mixed-use Allocations

The following site, shown on the adopted local plan policies map, are allocated for mixed-use development within the Plan period, subject to the 'Key Development Considerations' set out below. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address. The mix of uses which will be supported is detailed within the table below and the 'Key Development Considerations'.

Table 10.1

Site reference	Site name	Mix of uses	Approx. yield of uses
B13	Bridge Cross Garage, Cannock Road	Residential/Retail	8 dwellings/retail
Total			8

Explanation

10.4 Within Burntwood there have been 389 (gross) dwellings completed between 2008 and 2017 with a further 265 dwellings (net) within the committed supply of sites as detailed in the Housing Supply Update this is in addition to the 240 dwellings which remain to be delivered on the Strategic Development Allocation^(vi).

10.5 The UCA assessed and considered potential sites within the urban area of Burntwood drawn from the Strategic Housing Land Availability Assessment (SHLAA). This process identified potential sites for an additional 318 dwellings which were recommended to be considered for allocation. This left a requirement for additional sites to be considered if Burntwood were to meet the requirements as set out in the Local Plan Strategy.

10.6 Given Burntwood's location inset within the Green Belt any potential sites beyond the existing urban area are located within the Green Belt. Core Policy 1 acknowledges the important role of the Green Belt, a role that should be protected but also acknowledges that changes to the Green Belt boundaries which do not have a fundamental impact upon the overall strategy may be appropriate for all settlements within the Green Belt with the precise boundaries of these changes to be defined through the Local Plan Allocations document. A Strategic Green Belt Review, a more detailed second stage Green Belt review and supplementary report form part of the evidence base to the Local Plan. This second stage review considers a number of parcels adjacent to Burntwood and assesses these in terms of the purposes of the Green Belt as identified within the NPPF and several local purposes of the Green Belt. The Housing Supply Update produced in 2017 demonstrated that there was sufficient housing supply to meet the District's overall housing requirement without the need to remove sites from the Green Belt.

vi The UCA accounts for the committed scheme for 351 dwellings within the SDA which represents a shortfall 24 dwellings compared to the total envisaged within the Local Plan Strategy. The SHLAA 2017 and Five Year Housing Land Supply Paper 2017 record 111 completions from the SDA to 31st March 2017.

10.7 Policy Burntwood 1: Burntwood Environment provides a commitment to remove the St Matthews Estate from the Green Belt with the exact boundaries to be determined through this Local Plan Allocations document. The NPPF requires Local Planning Authorities to take account of the need to promote sustainable patterns of development and to define boundaries clearly, using physical features that are readily recognisable and likely to be permanent.

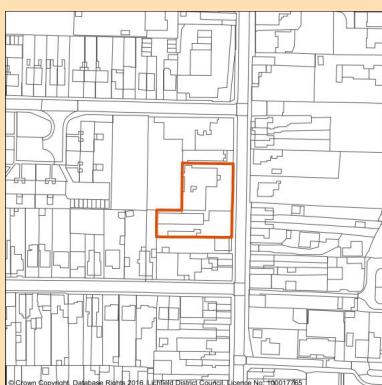
10.8 As is illustrated by table 4.1 sufficient allocations have been identified to meet the housing requirements for Burntwood. These allocations provide for approximately **728 383** dwellings (including a number of already committed sites) within and adjacent to Burntwood to ensure that the requirements as set out within the Local Plan Strategy are met.

10.9 The sites allocated through Policy B1, Policy B2 and Burntwood 3: Burntwood Economy are detailed below along with 'Key Development considerations' for each site. 'Key Development considerations' are not all encompassing, other matters may arise during the planning application process which applicants will need to address.

Site B1 (Burntwood 1): 99-101 High Street, Chasetown

B1: 99-101 High Street, Chasetown

Site allocated through Policy B1



Site area (Ha)

0.2

Approximate dwelling yield

7

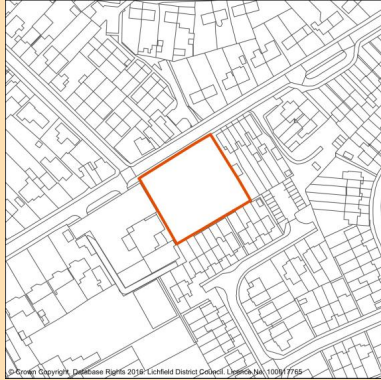
Located directly off High Street Chasetown and consists of a number of buildings including a former chapel.

Key development considerations: N/A

Site B2 (Burntwood 2): 82-84 Queen Street

B2: 82-84 Queen Street

Allocated through Policy B1

B2: 82-84 Queen Street

Site area (Ha)	0.2
----------------	-----

Approximate dwelling yield	14
----------------------------	----

The site is currently vacant land having formally been the location of a car dealership and garage. The site is located within a primarily residential area within Burntwood.

Key development considerations:

- Consideration of how design of scheme will integrate with surrounding development including adjacent allocated site.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.

Site B3 (Burntwood 3): Land at Maple Close/Sycamore Road**B3: Land at Maple Close/Sycamore Road**

Allocated through Policy B1



Site area (Ha)	1.3
----------------	-----

Approximate dwelling yield	32
----------------------------	----

The site is located in a primarily residential area and currently consists of a single one and two storey building which has been used as a local social services office and a large grassed area. The site is bounded on all four sides by residential development.

Key development considerations:

B3: Land at Maple Close/Sycamore Road

- Consideration of replacement facilities if appropriate. Any loss of playing pitch/accessible open space provision should be mitigated.

Site B4 (Burntwood 4): Land at Mount Road/New Road**B4: Land at Mount Road/New Road**

Site allocated through Policy B1



Site area (Ha)	2.8
----------------	-----

Approximate dwelling yield	95
----------------------------	----

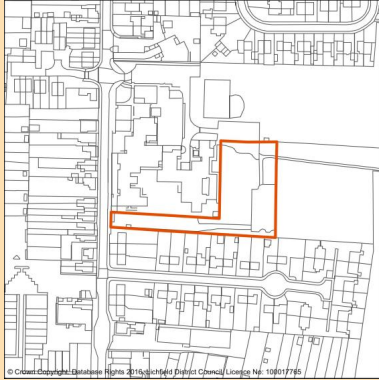
The site is located within the Mount Road Industrial Estate within Burntwood and consists of a number of vacant industrial buildings which have not been in use for a number of years, there is also a grassed area at the eastern extent of the site which fronts onto New Road.

Key development considerations:

- Design of scheme to provide appropriate residential amenity, particularly given adjacent employment uses.
- Consideration of potential mitigation measures for noise and odour pollution from adjacent uses.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Potential ecological impacts should be considered as site has potential to support protected and priority species. For example site comprises semi improved/acid grassland, ruderal, scrub and mature trees.
- Site is located within source protection zones 1 and 2. Development should have regard to Core Policy 3.

Site B5 (Burntwood 5): Land rear of Chase Terrace Primary School**B5: Land rear of Chase Terrace Primary School**

Allocated through Policy B1

B5: Land rear of Chase Terrace Primary School

Site area (Ha)	0.4
----------------	-----

Approximate dwelling yield	12
----------------------------	----

The site is an area of vacant land to the rear of Chase Terrace Primary School adjacent to the school buildings and playing fields. To the south the site is bounded by residential properties on Victory Avenue.

Key development considerations:

- Consideration of residential amenity given location adjacent to school playing fields.
- Suitable access to be provided from Rugeley Road.
- Potential ecological impacts should be considered as site has potential to support habitat for example site comprises semi improved/acid grassland, ruderal, scrub and mature trees.

Site B7 (Burntwood 7): Land south of Cannock Road**B7: Land south of Cannock Road**

Allocated through Policy B1



Site area (Ha)	0.3
----------------	-----

Approximate dwelling yield	17
----------------------------	----

The site is a grassed area of vacant land located to the south of Cannock Road. The site is adjacent to a car sales room to the west, residential development to the north and east and employment uses to the south.

Key development considerations:

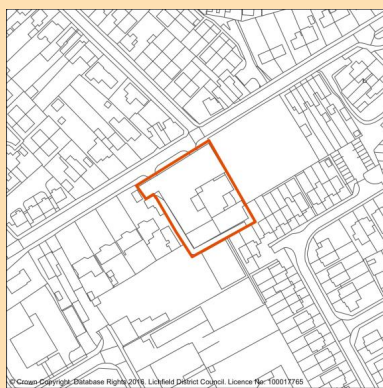
- Design of scheme to provide appropriate residential amenity, particularly given adjacent employment uses.
- Consideration of potential mitigation measures for noise and odour pollution from adjacent uses.

B7: Land south of Cannock Road

- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Potential ecological impacts should be considered as site has potential to support priority habitat/species for example site comprises semi improved/acid grassland.

Site B8 (Burntwood 8): Cottage of Content Public House, Queen Street**B8: Cottage of Content Public House, Queen Street**

Site allocated through Policy B1



Site area (Ha)	0.2
----------------	-----

Approximate dwelling yield	10
----------------------------	----

Site is currently a public house and consists of the main building which is located to the rear of the site and large area of car parking surrounding the building.

Key development considerations:

- Consideration of how design of scheme will integrate with surrounding development including adjacent allocated site.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Potential ecological impacts should be considered as the site has potential to support priority species.

Site B10 (Burntwood 10): Land off Milestone Way, Chasetown**B10: Land off Milestone Way, Chasetown**

Allocated through policy B1

B10: Land off Milestone Way, Chasetown

Site area (Ha)	4.4
----------------	-----

Approximate dwelling yield	150
----------------------------	-----

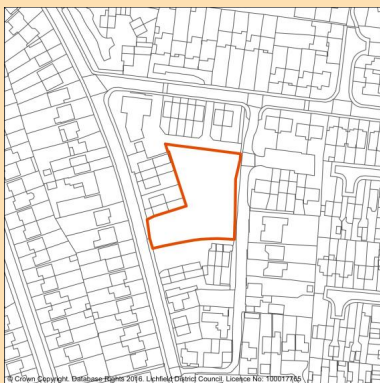
The site is currently vacant previously industrial land as the industrial units were demolished in 2014. The site is adjacent to the East of Burntwood SDA to the west, industrial units to the east and a supermarket to the north.

Key development considerations:

- Design of scheme to provide appropriate residential amenity, particularly given adjacent employment uses.
- Scheme should provide linkages to the town centre and adjacent East of Burntwood Bypass SDA.
- Consideration of potential mitigation measures for noise and odour pollution from adjacent uses.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Potential ecological impacts should be considered as site has the potential to support priority habitat/species for example site comprises semi improved grassland.
- Site is within HSE consultation zone.

Site B11 (Burntwood 11): Former Greyhound Public House, Boney Hay Road**B11: Former Greyhound Public House, Boney Hay Road**

Allocated through Policy B1



Site area (Ha)	0.2
----------------	-----

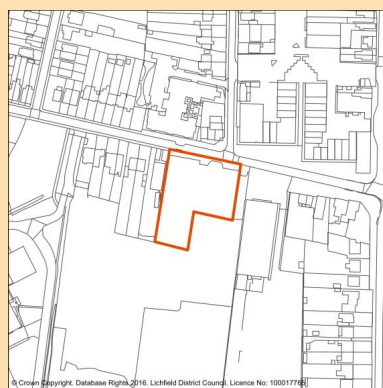
Approximate dwelling yield	7
----------------------------	---

The SHLAA 2016 noted that the site has benefit of planning permission for 5 dwellings which had been implemented and was under construction. Planning permission for 7 dwellings has now been granted and is under construction.

Key development considerations: N/A

B11: Former Greyhound Public House, Boney Hay Road**Site B13 (Burntwood 13): Bridge Cross Garage, Cannock Road****B13: Bridge Cross Garage, Cannock Road**

Site allocated through Policy B2



Site area (Ha) 0.3

Approximate dwelling yield 8

The site is an area of vacant previously developed land located within Burntwood Town Centre directly fronting onto Cannock Road. Residential areas are located to the north and west of the site with commercial development to the east and an area of vacant land to the south.

Key development considerations:

- Integration of retail and residential uses. Scheme should be designed to ensure connectivity to other areas and uses within the town centre.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.

Site B16 (Burntwood 16): Coney Lodge Farm, Rugeley Road**B16: Coney Lodge Farm, Rugeley Road**

Allocated through Policy B1

B16: Coney Lodge Farm, Rugeley Road

Site area (Ha)	0.6
----------------	-----

Approximate dwelling yield	8
----------------------------	---

The site is currently a working farm and consists of a farm house and numerous agricultural buildings. Located to the north of Burntwood the site is within the Green Belt directly adjacent to the existing residential areas of Burntwood.

Key development considerations:

- Potential ecological impacts should be considered due to the greenfield nature of the site and its proximity to designated sites.
- Scheme should be designed to take account of the edge of settlement location and manage the transition from urban to rural and retain agricultural character.
- Potential ecological impacts should be considered as site has potential to support priority habitat/species.

Site B18 (Burntwood 18): Land at Baker Street**B18: Land at Baker Street**

Allocated through Policy B1



Site area (Ha)	0.2
----------------	-----

Approximate dwelling yield	7 (1 net)
----------------------------	-----------

The SHLAA 2016 noted that the site has benefit of planning permission for 7 dwellings which had been implemented and was under construction with 6 completions having been recorded in 2015/2016.

B18: Land at Baker Street**Key development considerations: N/A****Site B19 (Burntwood 19): Chorley Road, Boney Hay Concrete Works****B19: Chorley Road, Boney Hay Concrete Works**

Allocated through Policy B1



Site area (Ha) 0.3

Approximate dwelling yield 7

The site is located to the north of Burntwood and consists of a concrete manufacturing premises. The SHLAA 2016 noted that the site has benefit of planning permission for 7 dwellings.

Key development considerations:

- Potential ecological impacts should be considered due to its proximity to designated sites.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Scheme should be designed to take account of the edge of settlement location and manage the transition from urban to rural and retain agricultural character.
- Potential ecological impacts should be considered as site is located adjacent to designated sites (SSSI).

Site B20 (Burntwood 20): Hill Street, 1-3**B20: Hill Street, 1-3**

Allocated through Policy B1

B20: Hill Street, 1-3

Site area (Ha)	0.12
----------------	------

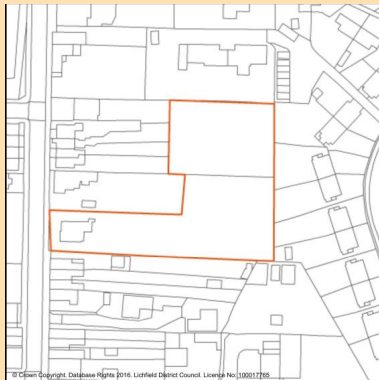
Approximate dwelling yield	7
----------------------------	---

The site is an area of vacant land between existing residential properties on Hill Street and commercial properties which front onto High Street.

Key development considerations: N/A

Site B21 (Burntwood 21): High Street, 114**B21: High Street, 114**

Allocated through Policy B1

B21 (Burntwood 21)

Site area (Ha)	0.33
----------------	------

Approximate dwelling yield	9 (Net 8)
----------------------------	-----------

The SHLAA 2017 noted the site has benefit of planning permission for 9 dwellings which had been implemented and was under construction.

Key development considerations: N/A

11 North of Tamworth

Introduction

11.1 The Local Plan Strategy identified a Broad Development Location (BDL) to the north of Tamworth to accommodate approximately 1000 dwellings (to include 500 dwellings to meet the needs arising within Tamworth Borough). The Local Plan Allocations document defines those sites within the BDL which are to be allocated for residential development.

Policy NT1: North of Tamworth Housing Land Allocations

The following sites, shown on the adopted local plan policies map, are allocated for residential development within the Plan period, subject to the 'Key Development Considerations' set out below. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address. Development of these sites should comply with Policy North of Tamworth.

Within the Arkall Farm Housing Land Allocation, as identified in the inset map attached to policy NT1, the approved Masterplan identifies a range of land uses, open spaces and transport routes and their relationship both to each other and to the existing development in the vicinity of the site. Proposals should accord with the approved Masterplan, including the key development considerations.

Site reference	Site name	Approx. yield of homes delivered by 2029
NT1	Land at Arkall Farm, Ashby Road	1000
NT2	Land north of Brown's Lane, Tamworth	165
Total		1165

Explanation

11.2 The BDL is identified within the Local Plan Strategy to deliver approximately 1,000 dwellings as part of a sustainable mixed use urban extension to the north of Tamworth. Sites NT1 and NT2 will provide for 1,165 dwellings which will provide for approximately 11% of the growth within the District.

11.3 Tamworth Borough Council's adopted Local Plan notes that it cannot meet its housing requirement within its own administrative area and requires a further 825 dwellings to be accommodated outside of the Borough in addition to the 1000 homes which have been accommodated by Lichfield District Council (500 dwellings) and North Warwickshire Borough Council (500) dwellings. Tamworth is located within the Greater Birmingham Housing Market Area (GBHMA) and this additional shortfall of 825 dwellings is part of the overall shortfall within the housing market area. It is considered most appropriate to consider how to address Tamworth's localised shortfall as part of the wider HMA shortfall

through the review of the Local Plan. Under the Duty to Cooperate Lichfield District Council is committed to continued work with authorities within the GBHMA in seeking to address the identified shortfall in dwellings.

Site NT1 (North of Tamworth 1): Land at Arkall Farm, Ashby Road

NT1: Land at Arkall Farm, Ashby Road

Allocated through Policy NT1



Site area (Ha)	79.5
Approximate dwelling yield	1000

The site consists of a number of fields in agricultural use with the listed farm house located toward the centre of the site. The site is bounded by the West Coast Mainline to the west and the Ashby Road to the south. Beyond the Ashby Road (within Tamworth Borough) a scheme to deliver approximately 535 dwellings is allocated within the Tamworth Local Plan.

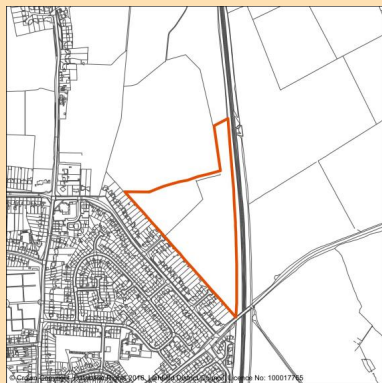
Key development considerations:

- Development should comply with Policy North of Tamworth within the Local Plan Strategy.
- Potential ecological impacts should be considered due to the greenfield nature of the site. Including potential for priority protected species/habitats.
- Any scheme should be designed to be sensitive to the Grade II listed farmhouse within the site. Historic landscape should also be considered through design of scheme.
- Scheme should be designed to take account of the edge of settlement location and manage the transition from urban to rural.
- Suitable access to the site should be achieved from Ashby Road.

Site NT2 (North of Tamworth 2): Land north of Brown's Lane, Tamworth

NT2: Land north of Browns Lane, Tamworth

Allocated through Policy NT1



Site area (Ha)	6.6
Approximate dwelling yield	165

The site was previously open agricultural land to the rear of residential development on the northern edge of Tamworth. The SHLAA 2016 notes that the site was under construction for the permitted 165 dwellings.

NT2: Land north of Browns Lane, Tamworth

Key development considerations: N/A

12 East of Rugeley

Introduction

12.1 The Local Plan Strategy identified a Strategic Development Allocation to the East of Rugeley to accommodate approximately 1,125 dwellings (including 500 dwellings to meet the needs arising from Rugeley). A proportion of this strategic site has been completed as illustrated at table 4.1 which notes that 543 dwellings were delivered between 2008 and 2016. Following an announcement in early 2016 Rugeley Power Station ceased to generate power in July 2016. The site of the former power station straddles both Lichfield District and Cannock Chase District local authority boundaries. Lichfield District and Cannock Chase District Councils are committed to working together with other stakeholders with regards to the future of the former power station site.

Policy R1: East of Rugeley Housing Land Allocations

The following sites, shown on the adopted local plan policies map, are allocated for residential development within the Plan period, subject to the 'Key Development Considerations' set out below. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address.

Within the East of Rugeley Housing Land Allocation, as identified in the inset map attached to policy R1, the approved Masterplan identifies a range of land uses, open spaces and transport routes and their relationship both to each other and to the existing development in the vicinity of the site. Proposals should accord with the approved Masterplan, including the key development considerations.

Site reference	Site name	Approx. yield of homes delivered by 2029
R1	Former Rugeley Power Station	Minimum of 800
Total		Minimum of 800

Explanation

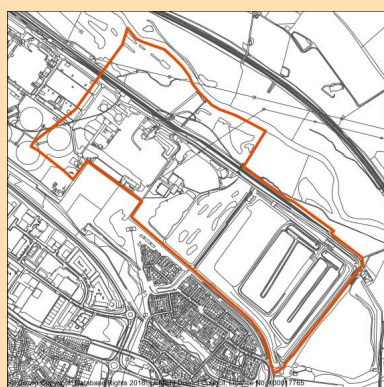
12.2 The Rugeley Power Station site (Site R1) is located directly adjacent to the East of Rugeley Strategic Development Allocation and represents an opportunity for a sustainable and well designed mixed use development which is integrated into the existing SDA. Evidence has suggested that a range of between 800 and 1600 homes could be delivered across the site of the former power station as part of a mixed use development within both Lichfield and Cannock Chase districts. For the purposes of the Local Plan Allocations document it is assumed that a minimum of 800 dwellings will be delivered on the site within the plan period which represents a cautious approach in terms of the assumed number of homes the site may deliver.

12.3 The Strategic Development Allocation includes an area known as the Borrow Pit which was previously anticipated to deliver approximately 450 dwellings within the plan period. As is set out within the Rugeley Power Station Concept Statement (Appendix E) the Borrow Pit is to be retained as landscape/water feature within the wider allocated housing site. This means that site R1 leads to a net increase of 350 dwellings to the East of Rugeley.

Site R1 (East of Rugeley 1): Former Rugeley Power Station

R1: Former Rugeley Power Station

Site allocated through Policy R1



Site area (Ha)	69.0
Approximate dwelling yield	Minimum of 800

Former power station site which is located within both Lichfield and Cannock Chase Districts (Plan illustrates area within Lichfield District). Power station ceased generating power in 2016. Significant brownfield site located to the east of Rugeley.

Key development considerations:

- Development proposals should have consideration to the Rugeley Power Station Concept Statement (Appendix E) and guided by the Rugeley Power Station Development Brief Supplementary Planning Document.
- Potential ecological impacts should be considered including potential for priority protected species/habitats.
- Rugeley benefits from its location on both the West Coast Main Line and Chase Line. Steps should be taken to encourage journeys to be made by rail, for example providing bus links, and walking and cycling routes.

13 Key Rural Settlements

Introduction

13.1 The Local Plan Strategy identified a number of villages within the District which were to accommodate growth to assist in meeting the District's housing requirement. Core Policies 1 and 6 identify Fradley as being a key focus for both employment and residential development within the plan period. Alongside Fradley five other key rural settlements were identified to be the focus of new housing within the rural areas, these being Alrewas, Armitage with Handsacre, Fazeley, Mile Oak & Bonehill, Shenstone and Whittington. The following section details the policies and site allocations for these rural settlements.

Fradley

Policy F1: Fradley Housing Land Allocations

Along with the Strategic Development Allocations identified within the Local Plan Strategy the following sites, shown on the adopted local plan policies map, are allocated for residential development within the Plan period, subject to the 'Key Development Considerations' set out below. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address.

Site reference	Site name	Approx. yield of homes delivered by 2029
F1	Bridge Farm, Fradley	80
Total (net)		80

Changes to the village settlement boundary, as shown on the Policies Map, to accommodate the Fradley Strategic Development Allocation.

Explanation

13.2 Since 2008 there have been 34 (gross) residential completions within Fradley (to 31st March 2017). There is a further committed supply of eighty five dwellings within the village in addition to the Strategic Development Allocation for 1,250 dwellings. The Urban Capacity Assessment (UCA) notes that these committed developments Fradley has effectively met the requirements as set out within the Local Plan Strategy. Through the completions, committed supply of sites and allocations the UCA concludes that there are sufficient sites to meet the requirements of the Local Plan Strategy for Fradley and provide a level of flexibility for the settlement.

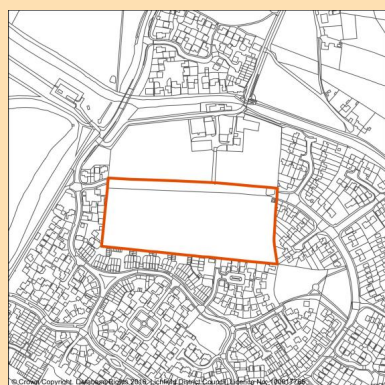
13.3 The village settlement boundary for Fradley will be amended, as illustrated on the policies maps, to accommodate the residential allocations made through the Local Plan. With regards to the employment allocations made through Policy EMP1 the boundaries of the existing employment areas, as illustrated on the policies maps, will be amended to accommodate site F2.

13.4 Site F2 has been identified to provide additional employment land to meet the requirements as set out within Core Policy 7. Policy EMP1: Employment Areas & Allocations provides the context to the allocation of this site.

Site F1 (Fradley 1): Bridge Farm, Fradley

F1: Bridge Farm, Fradley

Site allocated through Policy F1



Site area (Ha)	3.1
----------------	-----

Approximate dwelling yield	80
----------------------------	----

Bridge Farm is located within the settlement boundary of Fradley to the south of the Coventry Canal which divides Fradley village and the new area of residential development known as Fradley South. It is largely open agricultural land bounded on three sides by residential development with Bridge Farm located to the north. The site benefits from a resolution to grant outline planning permission for up to 80 dwellings .

Key development considerations:

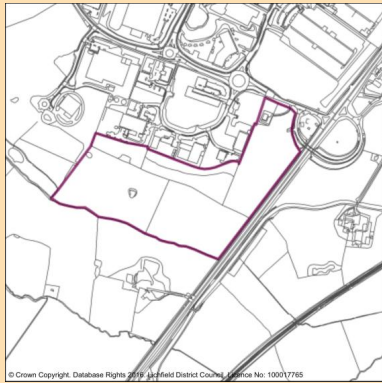
- Connectivity to the canal to the north of the site and adjacent residential areas.
- Access to site to utilise existing highway network.
- Amenity of adjacent residential areas taken account of in design or proposals.
- Potential ecological impacts should be considered due to the greenfield nature of the site and its proximity to the canal.
- Sustainable management of surface water run-off.
- Design and scale of development to be considered in the context of the sites location adjacent to the canal conservation area.

Site F2 (Fradley 2): Land south of Fradley Park

F2: Land south of Fradley Park

Site allocated through Policy EMP1

Site area (Ha)	18.2
----------------	------

F2: Land south of Fradley Park**Employment uses**

B1/B2/B8

The site is presently agricultural land which is located directly adjacent to the south of Fradley Park, the major industrial and employment area within the District. To the east the site is bounded by the A38 and to the south by mature vegetation. The site is well located in terms of its proximity to the facilities within the existing employment area and access to the strategic highway network. The northern part of the site was previously allocated for a hotel use to supplement the facilities located within the existing employment area. Such ancillary uses which enhance the employment area may be appropriate within the site.

Key development considerations:

- Site should be well integrated with adjacent uses within the Employment Area as illustrated on the Local Plan policies maps.
- A mixture of employment uses and uses related to and supporting the wider employment area will be supported.
- Potential ecological impacts should be considered due to the greenfield nature of the site.
- Appropriate access to the site should be provided that considers the interaction with the adjacent A38 Hilliard's Cross junction and does not prevent future improvements being made to the junction (see Policy ST5).
- Design of the development should take account of the proposed route of HS2 which runs to the south of the site.
- Boundary treatment along the A38 should be considered in consultation with Highways England, to determine matters such as drainage, noise and fencing.

Alrewas**Policy A1: Alrewas Housing Land Allocations**

The following sites, shown on the adopted local plan policies map, are allocated for residential development within the Plan period, subject to the 'Key Development Considerations' set out below. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address.

Site reference	Site name	Approx. yield of homes delivered by 2029
A1	Former Park Road Printers, Park Road, Alrewas	6 (Net 4 - 2 completions in 2015/16)
A2	Land north of Dark Lane, Alrewas	121
A3	Land at Bagnall Lock, Kings Bromley Road, Alrewas	8
A4	The New Lodge, Kings Bromley Road, Alrewas	6
A5	Land east of A513/South of Bagnall Lock, Alrewas	6

Site reference	Site name	Approx. yield of homes delivered by 2029
Total (net)		145

Changes will be made to the village settlement boundary, as shown on the Policies Map, to accommodate the residential allocations (Sites A2, and A3).

Explanation

13.5 Policy Alr4: Alrewas Housing provides the strategic requirements for Alrewas to accommodate a range of between 90 and 180 dwellings, with the numbers and locations of which to be determined this Local Plan Allocations document. Within Alrewas there has been 46 (gross) dwellings completed between 2008 and 2017 with a further 146 (net) dwellings within the committed supply. The UCA concluded that there were insufficient sites within Alrewas to meet the requirements as set out within Policy Alr4 and that sites beyond the village boundary would need to be identified. As is illustrated by table 4.1 the allocations have been made for a further 145 dwellings in this plan (including those allocations already within the committed supply of sites) within and adjacent to Alrewas.

13.6 The village settlement boundary for Alrewas will be amended, as illustrated on the policies maps, to accommodate the residential allocations made in the Local Plan.

13.7 Site A6 has been identified as part of the committed supply of employment land which assists in meeting the requirements as set out within Core Policy 7. Policy EMP1: Employment Areas & Allocations provides the context to the allocation of this site.

Site A1 (Alrewas 1): Former Park Road Printers, Park Road, Alrewas

A1: Former Park Road Printers, Park Road, Alrewas

Site allocated Policy A1




Site area (Ha)	0.2
Approximate dwelling yield	6 (4 net)

The site was formerly a printing works and represents an opportunity for a brownfield redevelopment within the village settlement boundary. Residential development surrounds the site on all sides. The SHLAA 2016 noted that the site has benefit of planning permission for 6 dwellings which had been implemented and was under construction with 2 completions recorded in 2015/16 which means net delivery of 4 dwellings within the remainder of the plan period.

A1: Former Park Road Printers, Park Road, Alrewas**Key development considerations: N/A****Site A2 (Alrewas 2): Land north of Dark Lane, Alrewas****A2: Land north of Dark Lane, Alrewas**

Site allocated Policy A1

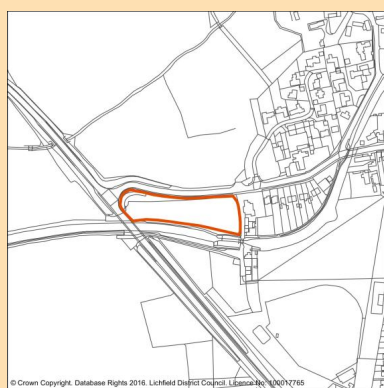
A2 (Alrewas 2)	Site area (Ha)	6.1
	Approximate dwelling yield	121
	Located to the north of the settlement and adjacent to the Alrewas conservation area. The site is currently open agricultural land in agricultural use. The site abuts the existing residential areas of the village to the south with Dark Lane forming the southern boundary to the site. To the west is Essington House Farm and the Trent and Mersey Canal which joins the River Trent to the north of the site.	

Key development considerations:

- Design and scale of development to be considered in the context of the site's location within and adjacent to the conservation area and proximity to heritage assets.
- The SFRA identifies that there are areas of high flood risk adjacent to/within the site, although a majority of the site is in Flood Zone 1. Consequently consideration and implementation of suitable measures to manage the potential impacts of flooding and to manage surface water run off.
- Potential ecological impacts should be considered due to the greenfield nature of the site and its proximity to the canal and location within the National Forest and Central Rivers Initiative areas.
- Tree preservation orders within the site boundary will need to be considered and accommodated within the design of any proposals.
- Access to site to minimise the impact of traffic upon the existing road network, particularly within the Conservation Area.
- Connectivity to village and the services within the settlement along with access to green infrastructure networks.
- Potential measures to mitigate the impacts of road noise from the A38 to the east of the site.
- Scheme should be designed to take account of the edge of village location and manage the transition from urban to rural.
- Site is within HSE consultation zone.
- Potential for significant archaeological potential on site, as such appropriate assessments and mitigation will be required.

A2: Land north of Dark Lane, Alrewas**Site A3 (Alrewas 3): Land at Bagnall Lock, Kings Bromley Road, Alrewas****A3: Land at Bagnall Lock, Kings Bromley Road, Alrewas**

Site allocated Policy A3



Site area (Ha)	0.6
----------------	-----

Approximate dwelling yield	8
----------------------------	---

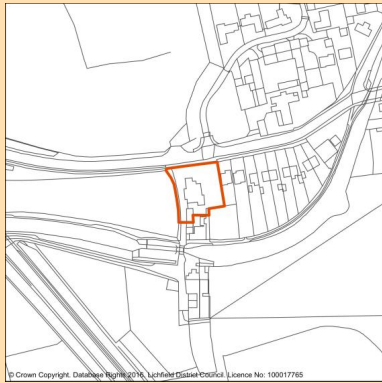
The site is located on the western edge of Alrewas, directly adjacent to the Trent and Mersey Canal and Bagnall Lock to the south. Kings Bromley Road and the A513 bound the site to the north and west respectively. The site is an open agricultural field and received planning permission for 8 dwellings in 2016.

Key development considerations:

- Design and scale of development to be considered in the context of the site's location within and adjacent to the conservation area and proximity to heritage assets.
- Design of any scheme should consider the frontage onto the Trent and Mersey Canal and the sites location at the entrance to the village.
- Scheme should be designed to take account of the edge of village location and manage the transition from urban to rural.
- Potential ecological impacts should be considered due to the greenfield nature of the site and its proximity to the canal and location within the National Forest and Central Rivers Initiative areas.
- Potential measures to mitigate the impacts of road noise from the A513 to the west of the site.
- Site is within HSE consultation zone.

Site A4 (Alrewas 4): The New Lodge, Kings Bromley Road, Alrewas**A4: The New Lodge, Kings Bromley Road, Alrewas**

Site allocated Policy A1

A4: The New Lodge, Kings Bromley Road, Alrewas

Site area (Ha)	0.2
----------------	-----

Approximate dwelling yield	6
----------------------------	---

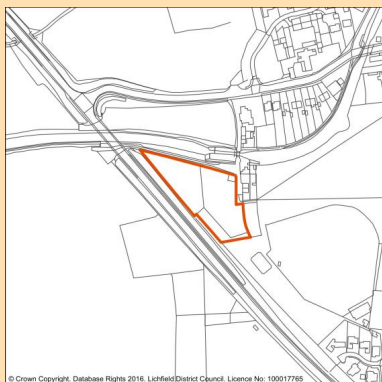
The site is a former public house which has been used as a restaurant located on the western edge of the village. The site consists of the former public house building, hard standing car park and several outbuildings. The site received planning permission for 6 dwellings in 2015.

Key development considerations:

- Design and scale of development to be considered in the context of the site's location within and adjacent to the conservation area and proximity to heritage assets.
- Any scheme should seek to preserve the former public house (which is locally listed) building as part of the design.
- Scheme should be designed to take account of the edge of village location and manage the transition from urban to rural.
- Design of any scheme should consider the site's location at the entrance to the village.
- Potential ecological impacts should be considered due to proximity to the canal and location within the National Forest and Central Rivers Initiative areas.
- Potential measures to mitigate the impacts of road noise from the A513 to the east of the site.

Site A5 (Alrewas 5): Land east of A513/South of Bagnall Lock, Alrewas**A5: Land east of A513/South of Bagnall Lock, Alrewas**

Site allocated Policy A1



Site area (Ha)	0.6
----------------	-----

Approximate dwelling yield	6
----------------------------	---

The site consists of a green field site located directly adjacent to the Trent and Mersey Canal south of Bagnall Lock. Mature trees and vegetation bound the remaining edges of the site. Beyond the site to the east is the village recreation ground.

Key development considerations:

- Site is within HSE consultation zone.

A5: Land east of A513/South of Bagnall Lock, Alrewas

- Potential ecological impacts should be considered due to the greenfield nature of the site and its proximity to the canal and location within the National Forest and proximity to the Central Rivers Initiative areas.
- Design and scale of development to be considered in the context of the site's location within and adjacent to the conservation area and proximity to heritage assets.
- Design of any scheme should consider the frontage onto the Trent and Mersey Canal and the sites location at the entrance to the village.
- Scheme should be designed to take account of the edge of village location and manage the transition from urban to rural.
- Suitable access to the site will need to be achieved via the existing bridge over the canal to the north.
- Potential ecological impacts should be considered due to the greenfield nature of the site and its proximity to the canal and location within the National Forest and Central Rivers Initiative areas.
- Potential measures to mitigate the impacts of road noise from the A513 to the west of the site.

Site A6 (Alrewas 6): Land at Main Street, Alrewas**A6: Land at Main Street, Alrewas**

Site allocated Policy EMP1



Site area (Ha)

0.4

Employment uses

B1/B2/B8

The site is located within Alrewas village close to the A38 which bounds the village to the east. The ELAA 2016 notes that the site had the benefit of planning permission for self storage units (use class B8) which had been implemented and was under construction.

Key development considerations: N/A**Armitage with Handsacre****Policy AH1: Armitage with Handsacre Housing Land Allocations**

The following sites, shown on the adopted local plan policies map, are allocated for residential development within the Plan period, subject to the 'Key Development Considerations' set out below. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address.

Site reference	Site name	Approx. yield of homes delivered by 2029
AH1	Land adjacent to Hayes Meadow School, Armitage with Handsacre	200 (Net 199)
Total (net)		199

Changes will be made to the village settlement boundary, as shown on the Policies Map, to accommodate the residential allocations (Site AH1).

Explanation

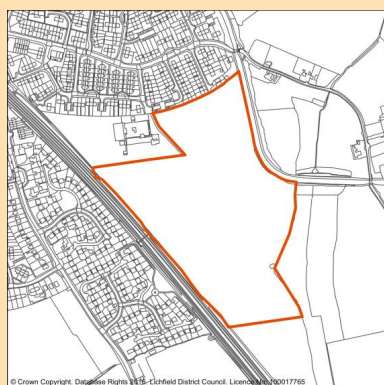
13.8 Policy Arm4: Armitage with Handsacre Housing provides the strategic requirements for the village to accommodate a range of between 120 and 220 dwellings, with the numbers and locations of which to be determined in this Local Plan Allocations document. Since 2008 there have been 84 (gross) residential completions within Armitage with Handsacre (to 31st March 2017) with a further committed supply of 199 dwellings within and adjacent to the village. The Urban Capacity Assessment (UCA) notes that through these committed developments Armitage with Handsacre has effectively met the requirements as set out within the Local Plan Strategy. The completions, committed supply of sites and allocations the UCA concludes that there are sufficient sites to meet the requirements of the Local Plan Strategy for Armitage with Handsacre and provide a level of flexibility for the settlement.

13.9 The village settlement boundary for Armitage with Handsacre will be amended, as illustrated on the policies maps, to accommodate the residential allocations made in the Local Plan.

Site AH1 (Armitage with Handsacre 1): Land adjacent to Hayes Meadow School, Armitage with Handsacre

AH1: Land adjacent to Hayes Meadow School, Armitage with Handsacre

Site allocated Policy AH1



Site area (Ha) 10.4

Approximate dwelling yield 200

The site is located to the east of Handsacre within the village settlement boundary as defined on the Local Plan Policies Maps and is bounded by the West Coast Mainline railway to the west and the Trent and Mersey Canal to the east. The site benefits from outline planning permission for up to 200 dwellings, the implementation of which will require the demolition of 1 dwelling to provide access to the site. The site will be accessed from the north via Tuppernhurst Lane.

Key development considerations:

- Potential ecological impacts should be considered due to the greenfield nature of the site and its proximity to the canal.
- Design to take account of proximity to school and to provide additional parking/turning facilities for school.
- Suitable access should be achieved and taken from Tuppernhurst Lane to the north.

AH1: Land adjacent to Hayes Meadow School, Armitage with Handsacre

- Scheme should be designed to take account of the edge of village location and manage the transition from urban to rural.
- Design and scale of development to be considered in the context of the sites location adjacent to the canal conservation area.

Fazeley, Mile Oak & Bonehill**Policy FZ1: Fazeley, Mile Oak & Bonehill Housing Land Allocations**

The following sites, shown on the adopted local plan policies map, are allocated for residential development within the Plan period, subject to the 'Key Development Considerations' set out below. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address.

Site reference	Site name	Approx. yield of homes delivered by 2029
FZ2	Tolsons Mill, Lichfield Street, Fazeley	100
FZ3	Land at 14 The Green, Bonehill	7
Total (net)		107

Explanation

13.10 Policy Faz4: Fazeley, Mile Oak & Bonehill Housing provides the strategic requirements for the village to accommodate a range of between 280 and 350 dwellings, with the numbers and locations of which to be determined this Local Plan Allocations document. Within Fazeley there has been 128 (gross) dwellings completed between 2008 and 2017 with a further 11 (net) dwellings within the committed supply. The UCA provided a thorough assessment of sites within the village settlement boundaries and identified sites for a further 7 dwellings. Since the publication of the UCA planning permission for 100 dwellings at Tolsons Mill have expired, however the UCA concluded that the site should be considered as a potential allocation and the SHLAA 2017 assesses the site as deliverable following further information from the landowner. The UCA concluded that there were insufficient sites within the village to meet the requirements as set out within Policy Faz4 and that sites beyond the village boundary would need to be identified if Fazeley, Mile Oak and Bonehill were to meet this requirement. As is illustrated by Table 4.1 the allocations have been made for a further 107 dwellings in this plan (including those allocations already within the committed supply of sites) within Fazeley, Mile Oak & Bonehill.

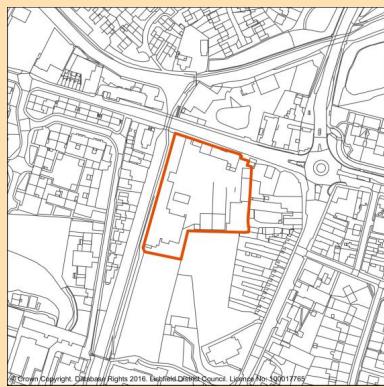
13.11 A Strategic Green Belt Review, a more detailed second stage Green Belt review and supplementary report form part of the evidence base to the Local Plan. This second stage review considers a number of parcels adjacent to Fazeley and assesses these in terms of the purposes of the Green Belt as identified within the NPPF and several local purposes of the Green Belt. The Housing Supply Update produced in 2017 demonstrated that there was sufficient housing supply to meet the District's overall housing requirement without the need to remove sites from the Green Belt.

13.12 These allocations provide for approximately 107 dwellings (including a number of already committed sites) to ensure that the overall requirements as set out within the Local Plan Strategy are met.

Site FZ2 (Fazeley, Mile Oak & Bonehill 2): Tolsons Mill, Lichfield Street, Fazeley

FZ2: Tolsons Mill, Lichfield Street, Fazeley

Site allocated Policy FZ1



Site area (Ha) 0.8

Approximate dwelling yield 100

Grade II listed former mill located at the centre of Fazeley. The site is bounded by the Birmingham and Fazeley Canal to the west and Lichfield Street to the north. The mill itself consists of a number of listed buildings and outbuildings including the five storey mill building which directly abuts the Canal.

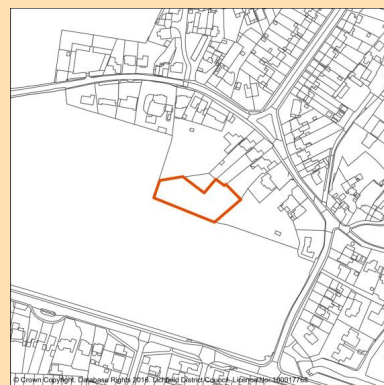
Key development considerations:

- Design and scale of development to be considered in the context of the site's location within and adjacent to the conservation area and proximity to heritage assets, including the mill itself.
- Redevelopment of site should secure building which is vacant and listed as at risk.
- Design of any scheme should consider the frontage onto the Birmingham and Fazeley Canal.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Appropriate ecological assessments given identification of protected and priority species (bats) on site.

Site FZ3 (Fazeley, Mile Oak & Bonehill 3): Land at 15 The Green, Bonehill

FZ3: Land at 15 The Green, Bonehill

Site allocated Policy FZ1



Site area (Ha) 0.2

Approximate dwelling yield 7

Presently the site is part of the garden to the rear of properties fronting onto The Green and is located within the village settlement boundary at the southern edge of Bonehill.

Key development considerations:

FZ3: Land at 15 The Green, Bonehill

- Design and scale of development to be considered in the context of the site's location adjacent to the conservation area and proximity to heritage assets.
- Potential ecological impacts should be considered due to the greenfield nature of the site.
- Tree preservation orders within the site boundary will need to be considered and accommodated within the design of any proposals.
- Scheme should be designed to take account of the edge of village location and manage the transition from urban to rural.
- Design should take account of conservation area and the character of the historic hamlet of Bonehill.

Policy GT1: Gypsy & Traveller Site Allocations

The following site as shown on the adopted local plan policies map, are allocated for Gypsy & Traveller pitch provision within the Plan period, subject to the 'Key Development Considerations' set out below. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address.

Site reference	Site name	Approx. number of pitches delivered by 2029
GT1	Land at Bonehill Road, Mile Oak	1
Total		1

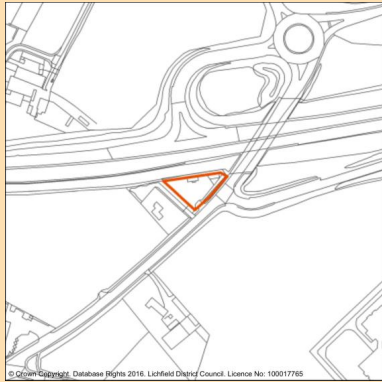
Explanation

13.13 Local Plan Strategy Policy H3: Gypsies, Travellers and Travelling Show people sets the pitch requirement, location and design criteria for the allocation of Gypsy and Traveller sites. Given that no Gypsy and Traveller sites have been submitted via the call for sites process since it opened in 2012, a proactive approach was taken in order to identify potential locations. The process of identifying and assessing potential sites was carried out against a methodology based on the Policy H3 criteria as well as current national guidance. This process resulted in Site GT1 being identified for allocation.

Site GT1 (Gypsy & Traveller 1): Land at Bonehill Road, Mile Oak**GT1: Land at Bonehill Road, Mile Oak**

Site allocated Policy GT1

	Site area (Ha)	0.10
--	----------------	------

GT1: Land at Bonehill Road, Mile Oak

Number of pitches to be allocated	1
-----------------------------------	---

Site Location	
---------------	--

Existing Gypsy and Traveller Site currently with planning permission for 1 pitch (in use). The site has all necessary utilities and has capacity for one additional pitch thereby making it a 2 pitch site. Location complies with Local Plan Strategy Policy H3 by virtue of its proximity to Key Rural Settlement and the A5. Site is within the ownership of a Gypsy and Traveller family and is considered deliverable within 5 years.

Key development considerations:

- This allocation consolidates red line boundary of existing site so layout of new pitch will need to take account of existing caravans, buildings and access requirements.
- Additional pitch will be subject to the requirements of H3. Positioning/ layout of caravans and amenity block will need to consider/mitigate impacts on neighbouring residential property.
- Incorporation of SuDS and measures to control surface water run-off.

Shenstone**Policy S1: Shenstone Housing Land Allocations**

The following sites, shown on the adopted local plan policies map, are allocated for residential development within the Plan period, subject to the 'Key Development Considerations' set out below. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address.

Site reference	Site name	Approx. yield of homes delivered by 2029
S1	Land at Lynn Lane, Shenstone	50
Total (net)		50

Explanation

13.14 Policy Shen4: Shenstone Housing provides the strategic requirements for the village to accommodate a range of between 50 and 150 dwellings, with the numbers and locations of which to be determined this Local Plan Allocations document. Within Shenstone there has been 48 (gross) dwellings completed between 2008 and 2017 with a further 1 (net) dwelling within the committed supply. The Shenstone Neighbourhood Plan was 'made' on 13th December 2016 and allocated land for approximately 50 dwellings through Policy HA1. This allocation is included within this document

as site S1. The UCA concluded that there were insufficient sites within the village to meet the requirements as set out within Policy Shen4 and that sites beyond the village boundary would need to be identified if Shenstone were to meet this requirement.

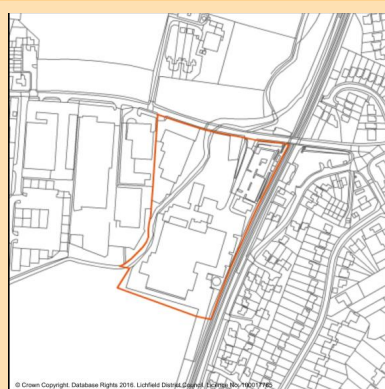
13.15 A Strategic Green Belt Review, a more detailed second stage Green Belt review and supplementary report form part of the evidence base to the Local Plan. This second stage review considers a number of parcels adjacent to Shenstone and assesses these in terms of the purposes of the Green Belt as identified within the NPPF and several local purposes of the Green Belt. The Housing Supply Update produced in 2017 demonstrated that there was sufficient housing supply to meet the District's overall housing requirement without the need to remove sites from the Green Belt.

13.16 As is illustrated by Table 4.1 sufficient allocations have been identified to meet the housing requirements for Shenstone.

Site S1 (Shenstone 1): Land at Lynn Lane, Shenstone

S1: Land at Lynn Lane, Shenstone

Site allocated Policy S1



Site area (Ha) 2.1

Approximate dwelling yield 50

Site is allocated for a mixed-use residential development within the Shenstone Neighbourhood Plan (Made 13 December 2016) to provide approximately 50 dwellings and 1000m² of office/light industrial floor space (Class B1). Currently the site is industrial in character with several employment buildings being located across the site with a majority of the remaining areas of the site being hard standing and car parking. The Shenstone Neighbourhood Plan also notes that it is anticipated that the redevelopment of the site will provide step free access to the adjacent train station and suitable areas of green space within the development.

Key development considerations:

- See Shenstone Neighbourhood Plan, specifically Policy HA1 (Land at Shenstone Business Park and Birchbrook Industrial Estate, Lynn Lane) and accompanying text and development principles.
- Potential ecological impacts should be considered. For example site has potential to support protected priority species.
- Site is located within source protection zones 1 and 2. Development should have regard to Core Policy 3.

Whittington

Policy W1: Whittington Housing Land Allocations

The following sites, shown on the adopted local plan policies map, are allocated for residential development within the Plan period, subject to the 'Key Development Considerations' set out below. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address.

Site reference	Site name	Approx. yield of homes delivered by 2029
W2	Former Whittington Youth Centre, Main Street, Whittington	8
W3	Land at Chapel Lane & Blacksmith Lane, Whittington	10
Total (net)		18

Explanation

13.17 Policy Whit4: Whittington Housing provides the strategic requirements for the village to accommodate a range of between 35 and 110 dwellings, with the numbers and locations of which to be determined this Local Plan Allocations document. Within Whittington there has been 19 (gross) dwellings completed between 2008 and 2017 with a further 1 (net) dwelling within the committed supply. The UCA provided a thorough assessment of sites within the village settlement boundaries and identified sites for a further for 18 dwellings. Following this assessment it was concluded that there were insufficient sites within the village to meet the requirements as set out within Policy Whit4 and that sites beyond the village boundary would need to be identified were Whittington to meet the higher end of its housing requirement range. As illustrated by Table 4.1 the allocations have been made for a further 18 dwellings this plan (including those allocations already within the committed supply of sites) within Whittington.

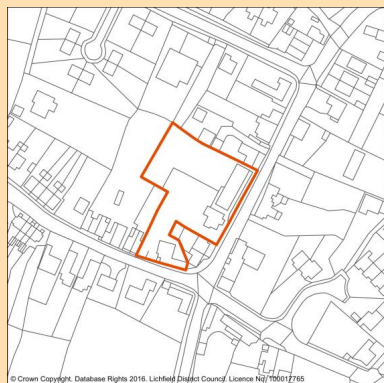
13.18 Core Policy 1 and Policy Whit 4 acknowledge that there may be recourse to consider the Green Belt boundary around Whittington to accommodate planned growth with the precise boundaries of these changes to be defined the Local Plan Allocations document. A Strategic Green Belt Review, a more detailed second stage Green Belt review and a supplementary report form part of the evidence base to the Local Plan. This second stage review considers a number of parcels adjacent to Whittington and assesses these in terms of the purposes of the Green Belt as identified within the NPPF and several local purposes of the Green Belt. The Housing Supply Update produced in 2017 demonstrated that there was sufficient housing supply to meet the District's overall housing requirement without the need to remove sites from the Green Belt.

13.19 As is illustrated by Table 4.1 sufficient allocations have been identified to meet the housing requirements for Whittington.

Site W2 (Whittington 2): Former Whittington Youth Centre, Main Street, Whittington

W2: Former Whittington Youth Centre, Main Street, Whittington

Site allocated Policy W1

W2: Former Whittington Youth Centre, Main Street, Whittington

Site area (Ha)

0.3

Approximate dwelling yield

8

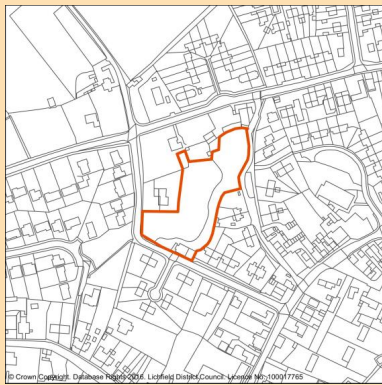
Located at the centre of the village this brownfield site was formally the Whittington Youth Centre. The has a prominent position on the cross roads of Church Street and Main Street and is located within the Conservation Area. Within the site boundary is a Grade II listed building, part of the former village school which was previously located on the site. The Whittington War Memorial is located on the southern edge of the site.

Key development considerations:

- Design of scheme will need to-consider protect the listed building within the site boundary and adjacent residential properties, particularly those located to the south east of the site on the cross roads.
- Design and scale of development to be considered in the context of the site's location within the conservation area.
- Access to site to minimise the impact of traffic upon the existing road network, particularly within the Conservation Area. Suitable access will need to be achieved from either Church Street or Main Street.
- Connectivity to village and the services within the settlement along with access to green infrastructure networks.
- Potential ecological impacts should be considered including potential for protected and priority species.

Site W3 (Whittington 3): Land at Chapel Lane & Blacksmith Lane, Whittington**W3: Land at Chapel Lane & Blacksmith Lane, Whittington**

Site allocated Policy W1



Site area (Ha) 0.6

Approximate dwelling yield 10

The site is located in the centre of the village within the Conservation Area. The site is bounded by mature trees and vegetation and residential development. Most recently the site has been used for the siting of storage containers. Within the site to the south is a disused former chapel.

Key development considerations:

- Potential ecological impacts should be considered due to the greenfield nature of the site, including potential for protected and priority species. Tree preservation orders within the site boundary will need to be considered and accommodated within the design of any proposals.
- Design and scale of development to be considered in the context of the site's location within the conservation area.
- Access to site to minimise the impact of traffic upon the existing road network, particularly within the Conservation Area. Suitable access to be provided off Chapel Lane or Blacksmith Lane.
- Connectivity to village and the services within the settlement along with access to green infrastructure networks.
- Opportunities to make use of the chapel building within a proposed development should be considered.

14 Other Rural

Introduction

14.1 The spatial strategy for the remaining rural areas within Lichfield District is set out within Core Policies 1 and 6 and Policies Rural 1 and Rural 2 within the Local Plan Strategy. Policy Rural 1 details that the rural areas (not including the key rural settlements) are anticipated to deliver around 5% of the districts housing requirement.

Policy OR1: 'Other Rural' Housing Land Allocations

The following sites, shown on the adopted local plan policies map, are allocated for residential development within the Plan period, subject to the 'Key Development Considerations' set out below. 'Key Development Considerations' are not all encompassing, other matters may arise during the planning application process that applicants will need to address.

Within the Watery Lane Housing Land Allocation, as identified in the inset map attached to policy OR7, the approved Masterplan identifies a range of land uses, open spaces and transport routes and their relationship both to each other and to the existing development in the vicinity of the site. Proposals should accord with the approved Masterplan, including the key development considerations.

Site reference	Site name	Approx. yeild of homes delivered by 2029
HR1	Land at Uttoxeter Road, Hill Ridware	51
HR2	Land at School Lane, Hill Ridware	33
H1	Fish Pits Farm, Harlaston	24
OR1	Packington Hall, Tamworth Road	24
OR2	Lamb Farm, London Road, Canwell	7
OR3	Footherley Hall, Footherley Lane	26
OR4	Derry Farm, Birmingham Road	6
OR5	Station Works, Colton Road	14
OR7	Land at Watery Lane	750
OR8	Levett Road, Lichfield	22 (net 12)
Total (net)		947

Changes will be made to the village settlement boundaries for Hill Ridware, Harlaston and Kings Bromley, as shown on the Policies Map, to accommodate the residential allocations (Sites HR1, HR2 and H1) and completed development at Kings Bromley.

Explanation

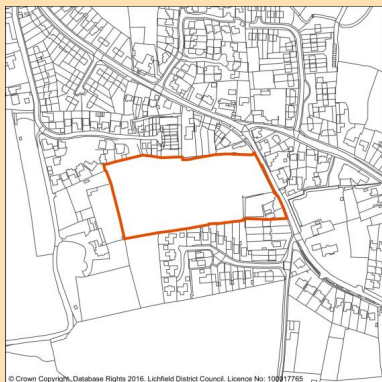
14.2 The Urban Capacity Assessment (UCA) concluded that through the completions within the other rural areas since the start of the plan period and committed supply there are sufficient sites to meet the requirements of the Local Plan Strategy. Where those sites are capable of delivering five or more dwellings the UCA recommended that this be considered for allocation through this plan to secure the long term allocation of the land for residential development. Where the sites are adjacent to a village settlement boundary the UCA recommended that such boundaries be considered to accommodate the allocations.

14.3 The village settlement boundaries for Hill Ridware and Kings Bromley will be amended, as illustrated on the policies maps, to accommodate the residential allocations made through Policy OR1.

Site HR1 (Hill Ridware 1): Land at Uttoxeter Road, Hill Ridware

HR1: Land at Uttoxeter Road, Hill Ridware

Site allocated through Policy OR1



Site area (Ha)	2.1
----------------	-----

Approximate dwelling yield	51
----------------------------	----

Located to the west of the village the site is currently in agricultural use and is surrounded on three sides by residential development. Within the site boundary is the former Royal Oak Public House which fronts onto Uttoxeter Road.

Key development considerations:


- Potential ecological impacts should be considered due to the greenfield nature of the site.
- Design and scale of development to be considered in the context of the site's location within proximity to heritage assets.
- Tree preservation orders adjacent to the site boundary will need to be considered and accommodated within the design of any proposals.
- Connectivity to village and the services within the settlement along with access to green infrastructure networks.
- Suitable access to be provided off Uttoxeter Road.

Site HR2 (Hill Ridware 2): Land at School Lane, Hill Ridware

HR2: Land at School Lane, Hill Ridware

Site allocated through Policy OR1

HR2: Land at School Lane, Hill Ridware

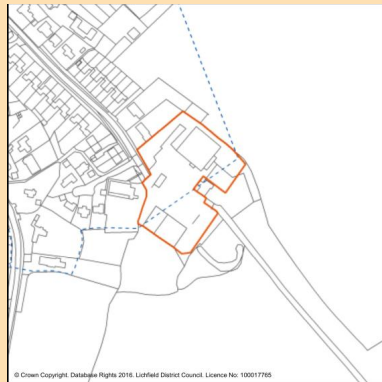
HR2 (Hill Ridware 2) 	Site area (Ha)	1.1
	Approximate dwelling yield	33
	<p>The site is currently an agricultural field located to the east of the village and is bounded by residential development on two sides. Within the site is an area of protected trees.</p>	

Key development considerations:

- Potential ecological impacts should be considered due to the greenfield nature of the site.
- Tree preservation orders within and adjacent to the site boundary will need to be considered and accommodated within the design of any proposals.
- Connectivity to village and the services within the settlement along with access to green infrastructure networks.
- Scheme should be designed to take account of the edge of village location and manage the transition from urban to rural.

Site H1 (Harlaston 1): Fish Pits Farm, Harlaston**H1: Fish Pits Farm, Harlaston**

Site allocated through Policy OR1

H1 (Harlaston 1) 	Site area (Ha)	1.88
	Approximate dwelling yield	24
	<p>The site is located to the south of the built area of the village and consists of a number of large agricultural buildings and a listed farm house.</p>	

Key development considerations:

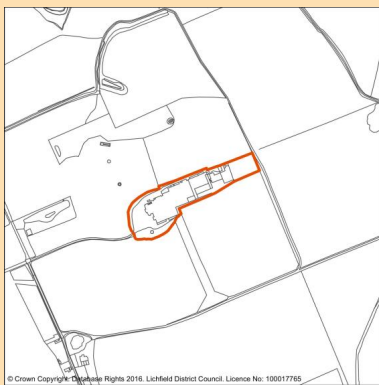
- Design and scale of development to be considered in the context of the site's location within the conservation area and listed building within the site boundary.

H1: Fish Pits Farm, Harlaston

- Tree preservation orders within and adjacent to the site boundary will need to be considered and accommodated within the design of any proposals.
- Scheme should be designed to take account of the edge of village location and manage the transition from urban to rural.

Site OR1 (Other Rural 1): Packington Hall, Tamworth Road**OR1: Packington Hall, Tamworth Road**

Site allocated through Policy OR1



Site area (Ha)	2.3
----------------	-----

Approximate dwelling yield	24
----------------------------	----

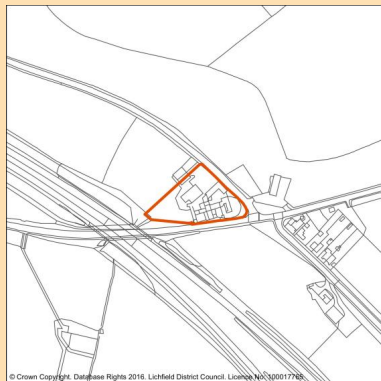
The site is currently a disused factory attached to the Grade II listed Packington Hall building. The site is located within the open countryside between Lichfield and Tamworth.

Key development considerations:

- Design of scheme should ensure listed building is protected and enhance the setting within Packington Hall landscape park.
- Potential ecological impacts should be considered as site has potential to supported protected and priority species.
- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Scheme should be designed to take account of its location within the Green Belt and should seek to preserve 'openness'.

Site OR2 (Other Rural 2): Lamb Farm, London Road, Canwell**OR2: Lamb Farm, London Road, Canwell**

Site allocated through Policy OR1

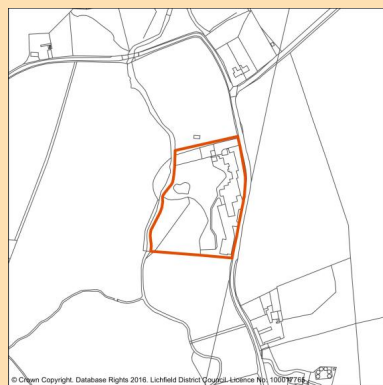
OR2: Lamb Farm, London Road, Canwell

Site area (Ha)	0.4
Approximate dwelling yield	7
The site consists of a range of agricultural buildings and is located within the open countryside. The SHLAA 2016 notes that the site was under construction.	

Key development considerations: N/A

Site OR3 (Other Rural 3): Foottherley Hall, Foottherley Lane**OR3: Foottherley Hall, Foottherley Lane**

Site allocated through Policy OR1



Site area (Ha)	1.6
Approximate dwelling yield	26
The site currently provides residential care for people suffering with dementia. Planning permission was granted in 2015 for the construction of 26 apartments. The site is located within the open countryside to the south of Shenstone.	

Key development considerations:

- The SFRA identifies that there are areas of high flood risk within the site, although a majority of the site is in Flood Zone 1. Consequently consideration and implementation of suitable measures to manage the potential impacts of flooding and to manage surface water runoff.
- Potential ecological impacts should be considered due to the greenfield nature of the site including potential for protected and priority species.
- Scheme should be designed to take account of its location within the Green Belt and should seek to preserve 'openness'.
- Design of scheme should have regard to historic landscape setting.
- Potential for significant archaeological potential on site, as such appropriate assessments and mitigation will be required.

Site OR4 (Other Rural 4): Derry Farm, Birmingham Road**OR4: Derry Farm, Birmingham Road**

Site allocated through Policy OR1



Site area (Ha)	0.9
----------------	-----

Approximate dwelling yield	6
----------------------------	---

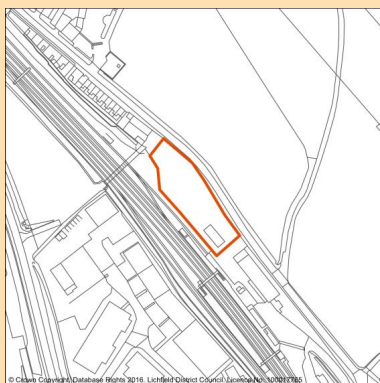
The site consists of a number of agricultural buildings and paddocks and is located directly adjacent to the Birmingham Road within the open countryside to the south of Shenstone.

Key development considerations:

- Potential ecological impacts should be considered due to the greenfield nature of the site.
- Scheme should be designed to take account of its location within the Green Belt and should seek to preserve 'openness'.
- Design and scale of development to be considered in the context of the sites location in proximity to heritage assets including listed buildings and features.

Site OR5 (Other Rural 5): Station Works, Colton Road**OR5: Station Works Colton Road**

Site allocated through Policy OR1



Site area (Ha)	0.4
----------------	-----

Approximate dwelling yield	14
----------------------------	----

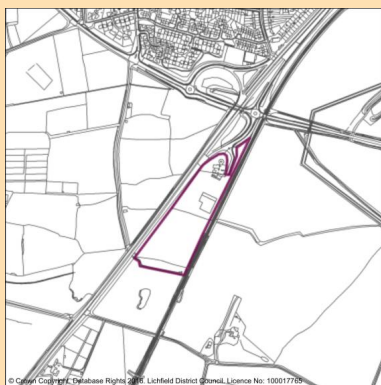
Site is currently a warehouse with uses associated to the adjacent railway line.

Key development considerations:

- Completion of appropriate investigation works to establish the extent of any ground contamination and whether mitigation measures are required.
- Potential ecological impacts should be considered including potential for protected and priority species.
- Measures to mitigate potential noise from adjacent railway line.

Site OR6 (Other Rural 6): Land east of A38**OR6: Land East of A38**

Site allocated through Policy EMP1



Site area (Ha)	5.1
Employment uses	B1/B2/B8

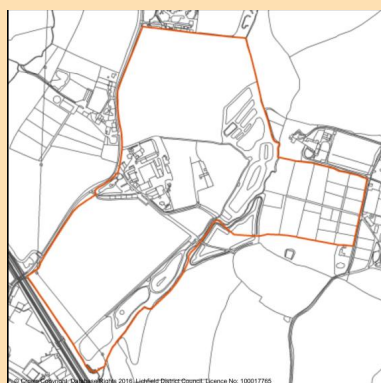
The site is located to the east of the A38 near to Alrewas and is an existing industrial premises. Planning permission was granted in 2016 to allow for the extension of the site for storage and distribution (B8).

Key development considerations:

- Site is within HSE consultation zone.

Site OR7 (Other Rural 7): Land at Watery Lane**OR7: Land at Watery Lane**

Site allocated through Policy OR1

OR7 (Other Rural 7)

Site area (Ha)	49.7
Approximate dwelling yield	750


The site consists of a large number of agricultural fields surrounding the existing Curborough Craft Centre. The site is bounded to the south by the West Coast Mainline which separates the site from the urban area of Lichfield. To the north west is a sewage treatment site.

Key development considerations:

- Potential ecological impacts should be considered due to greenfield nature of the site.
- Scheme should be designed to take account of its location and proximity to the Cathedral City of Lichfield.
- Landscape character should be considered and addressed sensitively.
- Access to site to minimise the impact of traffic upon the existing road network.
- Flood risk will need to be assessed.

Site OR8 (Other Rural 8): Levett Road, Lichfield**OR1: Levett Road, Lichfield**

Site allocated through Policy OR1

OR8 (other Rural 8)  <p><small>© Crown Copyright, Database Rights 2016, Lichfield District Council. Licence No: 100017190</small></p>	Site area (Ha)	0.7
	Approximate dwelling yield	22 (Net 12)
	<p>The site consists of 12 'Airey' Houses and associated open space, garages and infrastructure.</p>	

Key development considerations:

- Scheme should be designed to take account of its location within the Green Belt and should seek to preserve 'openness'.
- Landscape character should be considered and addressed sensitively.

Appendix A Schedule of Deleted Policies

Table A.1

Policy No.	Policy	Status of policy
E2	Forest of Mercia	Deleted
C2	Character of Conservation Areas	Replaced by Policy BE2
C7	Buildings out of Scale or Character	Deleted
C9	Protected Open Spaces	Deleted
Emp.2	Existing Industrial Areas	Replaced by Policy EMP1
Emp.5	Major Developed Sites in the Green Belt	Deleted
Emp.11	Wyrley & Essington Canal	Replaced by Policy IP2
T6	Rail Transport	Deleted
S2	Neighbourhood Shopping Centres	Deleted
L7A	Buffer Depot, Streethay	Replaced by Policy LC1
L9	Extension to Boley Park Industrial Estate	Replaced by Policy EMP1
L10	Britannia Way	Replaced by Policy EMP1
L12	Office Development - Sandford Street	Deleted
L13	City Centre Redevelopment	Replaced by Policy LC2
L15	Primary Retail Area	Replaced by Policy Lichfield 3
L16	Secondary Retail Areas	Replaced by Policy Lichfield 3
L17	Bird Street	Deleted
L18	Dam Street	Deleted
L19	Business Areas	Deleted
L21	New Roads	Deleted
L22	Road Line Safeguarding	Replaced by Policy ST3
L23	Road & Junction Improvements	Replaced by Policy ST4
L24	Traffic Management	Deleted
L26	Rear Servicing	Replaced by Policy E2
L27	Pedestrian Access to the City Centre	Deleted
L31	Lichfield Rail Stations	Deleted
L35	Recreation Zones	Deleted
L36	Recreation Zones	Deleted
L37	Lichfield Linear Park	Deleted
L42	Environmental & Housing Improvement	Deleted

Policy No.	Policy	Status of policy
L46	Shopfronts	Replaced by Policy E3
L47	Cathedral Close	Deleted
L49	Framework Open Space	Deleted
L50	Landscape Improvements in Framework Open Space	Deleted
B1	Existing Residential Areas	Deleted
B5	New Shopping Development	Deleted
B6	Indoor Leisure	Deleted
B9	Redevelopment & Town Square	Deleted
B13	Redevelopment & Expansion of Neighbourhood Centres	Deleted
B15	Road & Junction Improvements	Deleted
B21	Chasetown Industrial Estate	Replaced by Policy EMP1
B22	Recreation Zones	Deleted
B24	Chasewater Area & Country Park	Deleted
NA1	Cannock Chase - Area of Outstanding Natural Beauty	Replaced by Policy NR10
NA12	Lea Hall Colliery	Deleted
NA13	Rugeley Power Station	Deleted
NA20	Public Open Space, Longdon	Deleted
EA1	Fradley Airfield Industrial Proposals	Replaced by Policy EMP1, ST5
EA13	Hotel at Fradley	Replaced by Policy EMP1
EA14	The Tame & Trent Valley	Deleted
EA16	The National Forest	Replaced by Policy NR11
SA3	Laural House, Lichfield Road, Fazeley	Deleted
SA6	Little Aston Park	Deleted
SA7	Canal Facilities at Fazeley	Deleted

Appendix B Changes to Local Plan Strategy

Table B.1

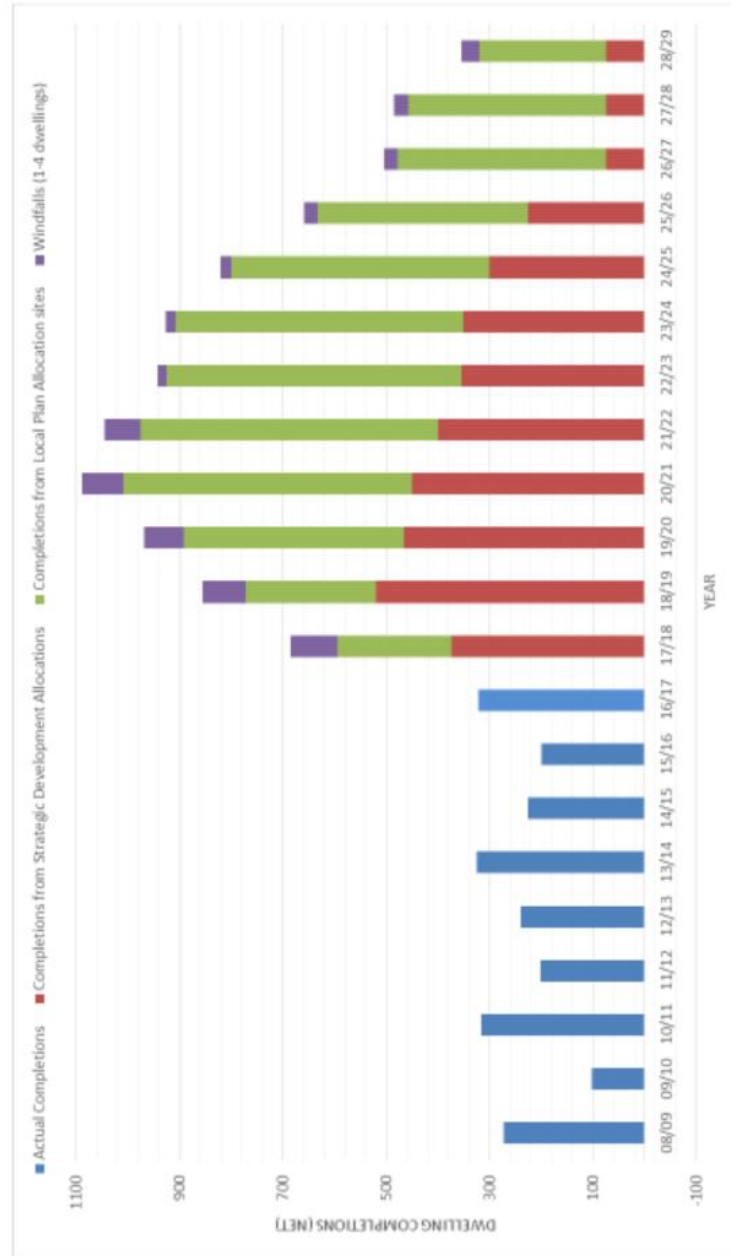
Paragraph, Policy, Table in Local Plan Allocations	Item changed within Local Plan Strategy	Description of Change
Table 4.1 Housing Distribution & Delivery	Table 8.1 Housing Distribution & Delivery (excluding windfall allowance) and Table 4.1 Proposed Settlement Hierarchy (Residential column)	Replacement Housing Distribution & Delivery table to update the figures included within the Local Plan Strategy to include latest data on dwelling completions and sites allocated through the Local Plan Allocations document. Table 4.1 within the Local Plan Allocations also updates the residential column of table 4.1 within the Local plan Strategy to update the percentages of residential development for each section of the settlement hierarchy.
Table 5.1	Table 4.1 Proposed Settlement Hierarchy (Employment and Centres columns)	Replaces and updates the Employment and Centres columns within Local Plan Strategy Table 4.1 to be consistent with replacement policies Lichfield 3 and Burntwood 3 along with Local Plan Allocation policies.
Policy Lichfield 3: Lichfield Economy	Policy Lichfield 3: Lichfield Economy	Replacement of Policy Lichfield 3 within the Local Plan Strategy with Policy Lichfield 3 as written within this Local Plan Allocations document.
Policy Burntwood 3: Burntwood Economy	Policy Burntwood 3: Burntwood Economy	Replacement of Policy Burntwood 3 within the Local Plan Strategy with Policy Burntwood 3 as written within this Local Plan Allocations document.
Appendix D Housing Trajectory	Appendix B Housing Trajectory	Replacement housing trajectory which updates the trajectory previously included within the Local Plan Strategy.

Appendix C Implementation & Monitoring

C.1 Appendix A of the Local Plan Strategy sets out the detailed monitoring framework for the Lichfield District Local Plan.

Appendix D Housing Trajectory

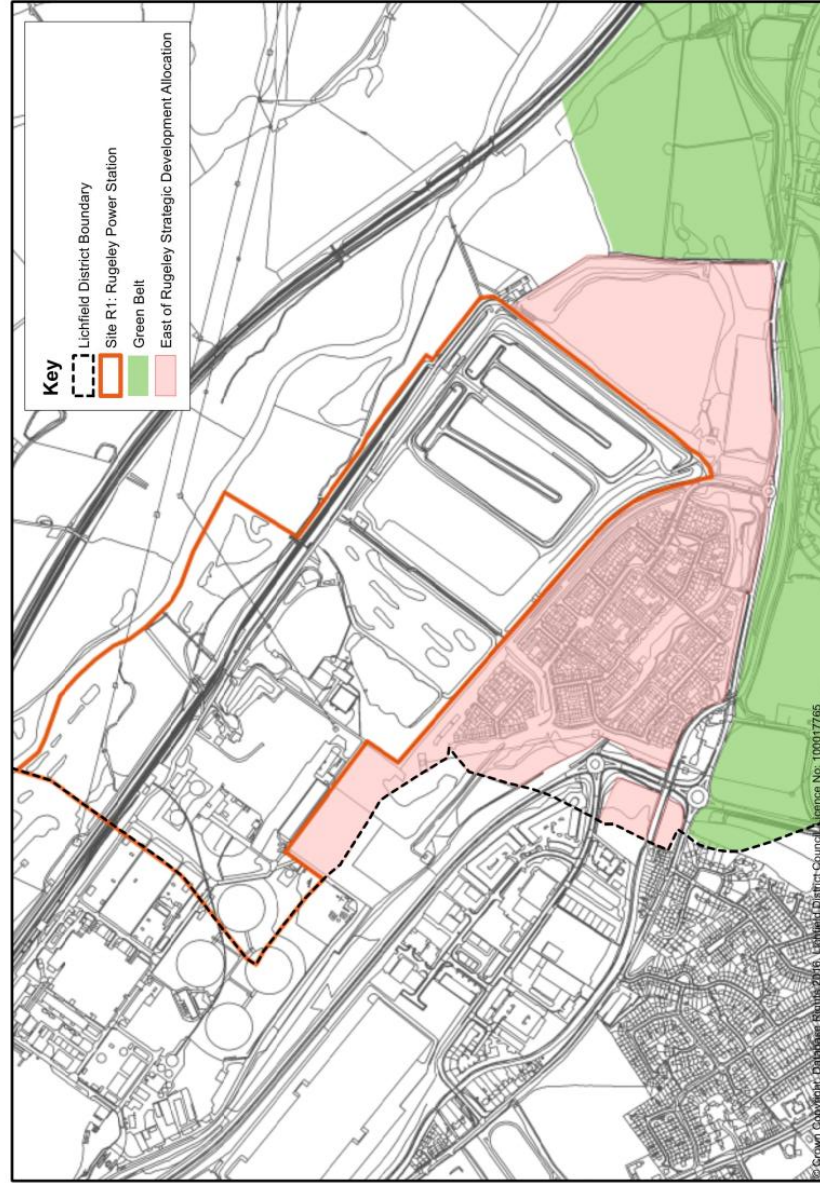
Appendix D Housing Trajectory



Appendix E Rugeley Power Station Concept Statement

E.1 Policy R1: East of Rugeley Housing Land Allocations allocates the Former Rugeley Power Station as a site for a sustainable well designed mixed use development to provide approximately a minimum of 800 dwellings, appropriate associated facilities and transport, social and physical infrastructure. The site is part of a much wider large scale site which straddles both Lichfield District and Cannock Chase District local planning authority boundaries. Only the extent of the site within Lichfield District is shown on Map E.1.

Map E.1 Site R1: Rugeley Power Station Allocation



Appendix E Rugeley Power Station Concept Statement

Concept Rationale

E.2 Development to the Former Rugeley Power Station site to the east of Rugeley will create a logical extension to the East of Rugeley SDA and support the redevelopment of a significant brownfield site. It will provide physical and social integration of new development with the adjacent committed/developed residential scheme (Former Rugeley A) and the existing settlement of Rugeley, particularly with regard to creating linkages with services and facilities in Rugeley, Brereton and Armitage with Handscare. Sustainable development principles should ensure the development makes the best use of land and has regard to the character of the surrounding area, the topography of the site, the flood zone and ecological interests. The design strategy should include:

1. The precise scale of new development to be determined through a balanced view of the physical capacity of the site, including the topography, existing site constraints and assets, ecological interests, the number of dwellings required to support local services, the desired character of the development and a requirement to provide a mix of dwelling types and sizes, including affordable housing.
2. Development to have regard to the semi-rural setting, which requires a design response to ensure the development is integrated into the landscape, taking account of natural features including topography and existing vegetation and provision of appropriate new landscaping.
3. Sustainable transport principles, with the promotion of walking and cycling links to the existing settlement and provision/links to public transport facilities.

Rugeley Power Station Concept Statement

E.3 This Concept Statement provides further details in support of Policy R1 of the Local Plan Allocations and should be used to guide any future masterplan, SPD and development proposals for the Rugeley Power Station site.

Strategic Objectives for the site:

1. To integrate the development of a minimum of 800 homes and associated facilities within a landscape setting^(vii).
2. To ensure the protection and enhancement of ecological interests including the management and future maintenance of landscape and important recreation features.
3. To provide strong walking and cycling links through the development and between the new and existing residential developments, building on existing linkages and enhancing the sustainable transport options available within the East of Rugeley area.
4. To ensure a good degree of physical and social integration with the existing settlement.

E.4 It is intended that a development/planning brief, adopted as a Supplementary Planning Document (SPD) for the whole Former Rugeley Power Station site will be produced in collaboration between Lichfield District Council and Cannock Chase District Council, with support from other partners. The principles of which should be followed within any future masterplan for the site. The brief and masterplan will demonstrate adherence to current best practise in urban design and specify what further, detailed design guidance (e.g. design codes etc) will be provided.

The design strategy should include:

1. The extent to which the built form responds to the topography of the site and mature landscape features.
2. A landscape framework and planting strategy should be produced as a driver for the proposed layout, that integrates the development within the landscape and shows how the new urban

vii The total quantum and mixture of uses across the wider site will need to be verified by further work. Information to date identifies that a minimum of 800 dwellings is achievable.

edge will be formed and managed. This must demonstrate both how a net gain to biodiversity will be achieved via the creation of new areas of habitat in-line with the Lichfield District Habitat Opportunity Map; and that existing mature trees and hedgerows will be retained, incorporated, extended and enhanced as part of the proposed organisation of built form. Maintained and improved landscape features should be integrated with the provision of sustainable drainage systems (SuDS).

3. Natural assets within the site should be retained. This should ideally include the retention of existing sports facilities to the centre of the site (excluding the respective buildings), the Borrow Pit as a landscape/water feature and the mature tree belt along the Rugeley Bypass.
4. A strategy for new planting should demonstrate integration throughout the new development, clearly explaining how the countryside can be drawn into the proposed development through the integration of multi-functional green spaces. These combined with street trees, courtyard and garden planting should provide a verdant extension to the East of Rugeley. The strategy must demonstrate how an urban extension can be produced that will be visually distinctive, but also robust in terms of climate change, encouraging alternative modes of movement and creating opportunities for bringing wildlife into the town.
5. An account of views out of and across the site, which should be used to generate the planned layout.
6. A continuous network of pedestrian, cycle and vehicular route ways should be provided that connects into and integrates with the existing development (including the East of Rugeley SDA) and facilities, particularly Rugeley Town Centre, and surrounding movement networks, including Public Rights of Way. There should be a legible street hierarchy, where streets are designed as 'linear places' rather than movement corridors.
7. A minimum of two main points of vehicular access should ideally be sought. Integration with and use of existing points of access, including those already consented for the Rugeley A site should be given priority where possible.
8. Good access to public transport, and provision for a high level of amenity, information and safety for passengers. Rugeley benefits from its location on both the West Coast Main Line and Chase Line. Steps should be taken to encourage journeys to be made by rail, for example providing bus links, and walking and cycling routes.
9. Vehicle parking as an integral part of the plan for the scheme, to ensure limited impact on visual amenity and residential privacy. Any surface level parking areas should make provision for generous planting in order to aid visual containment and help to ameliorate the effects of climate change.
10. Measures to demonstrate how the amenities of existing residents living on the boundaries of this site will be respected and protected, with any proposed layout justified on this basis.
11. A proposed built form that supports the strategic objectives for the development of this site, but also creates a locally distinctive development.
12. How the scheme proposes to provide new homes and buildings of a high quality, inspired by the character and existing architectural design of this part of Rugeley. Regard must be given to the Districts' Sustainable Design SPD.
13. The provision of sustainable drainage systems and flood mitigation measures, having regard to existing water features throughout the site and the Flood Zone to the north of the railway line.
14. Opportunities for public art should be integrated within the design of the development where possible, having regard to the historic use of the site as a power station.
15. The existing allotment provision on the site should be retained and opportunities for further provision to meet local demand where identified.
16. Regard will need to be given to impact on the Cannock Chase Special Area of Conservation and any mitigation that may be required under the Habitat Regulations.

Infrastructure

E.5 Developers' will be expected to enter into a legal agreement to ensure the provision of necessary infrastructure and facilities detailed in order to make the development acceptable.

In summary the following is required:

- A range of housing in accordance with Development Management Policies H1 and H2 and having regard to needs arising with Rugeley;
- Neighbourhood facilities including a community hub to incorporate a community/sports building and small scale convenience retail provision;
- Provision of a new primary school to be accommodated within the scheme at an accessible location.
- Provision for open space, sport and recreation facilities in line with Development Management Policies HSC1 and HSC2 and incorporating playing pitches, amenity green space, equipped play, allotments, and the retention/protection of any existing sports and recreation facilities that are not justified to be surplus to requirements;
- Landscaping and Green Infrastructure provision to include the creation of areas of appropriate and sustainable habitats sufficient to achieve a measurable net-gain to biodiversity in line with the requirements of Policy NR3 and the Biodiversity and Development SPD. This must include the retention of quality hedgerows and significant trees, and their incorporation into the landscape, and the allowance for significant tree canopy cover in line with Development Management Policies NR4 and NR6 and the Trees, Landscaping and Development SPD 2016;
- A clear strategy for delivering links to Rugeley Town Centre, and Armitage with Handsacre, showing how these will be incorporated into an integrated open space and green infrastructure network, including links to the canal and existing green spaces;
- Protection of local areas and habitats of biological interest;
- The provision of public transport to serve the site: all development should be within 350m of a bus stop and should promote of smarter travel choices;
- The provision of pedestrian and cycling routes throughout the site, linking to the green infrastructure network and existing settlements, services and facilities beyond the site boundaries including safe crossing points;
- Provision of a minimum of two main points of vehicular access should ideally be sought;
- The provision and maintenance of sustainable drainage systems and flood mitigation measures, integrating the retention of existing water courses where possible and having regard to the existing Flood Zone to the north of the railway line;
- Measures to address water supply and waste water treatment, relocation and provision of utilities infrastructure;
- Mitigate impact upon protected and priority species; and
- The incorporation of public art.

Densities

E.6 Variation of densities across the site should occur with lower densities towards the southern and eastern edges in order that that the built edge can be assimilated into the countryside and associated views there to/from.

Management & Community Engagement

E.7 The masterplan for the site should be accompanied by a framework for the management and maintenance of the physical, green, community and social infrastructure as appropriate. This should encompass a model for engagement with the local community which should empower all sections of the community to participate in the decision-making process, in line with the aims of the Council's Statement of Community Involvement (SCI).

Assumed Delivery

E.8 Assumed delivery of a minimum of 800 homes.

Glossary

Term	Abbreviation	Meaning
Adaptation		A change or modification to suit new conditions or needs ,e.g. adapting to the effects of climate change.
Adoption		The final confirmation of a development plan or Local Development Document as having statutory status by a Local Planning Authority (LPA).
Affordable Housing		Affordable housing includes social rented and intermediate housing, provided to specified eligible households whose needs are not met by the market. Affordable housing should: <ul style="list-style-type: none"> Meet the needs of eligible households including availability at a cost low enough for them to afford, determined with regard to local incomes and local house prices; and Include provision for the home to remain at an affordable price for future eligible households or, if these restrictions are lifted, for the subsidy to be recycled for alternative affordable housing provision.
Affordable Rent		Affordable rented homes are made available to tenants at up to a maximum of 80% of market rent and are allocated in the same way as present social housing.
Amenity Greenspace		Areas such as parks or recreational fields which can be used by all people either through visual amenity and/or for informal sport and leisure.
Authority/Annual Monitoring Report	AMR	A report published by local planning authorities assessing Local Plan progress and policy effectiveness. Formally known as the Annual Monitoring Report this is now known as the Authority Monitoring Report.
Appropriate Assessment	AA	An assessment of the potential effects of a proposed plan, in combination with other plans and projects, on one or more European sites of nature conservation/biological importance. As required as part of the Habitats Regulations Assessment.
Area of Outstanding Natural Beauty	AONB	A statutory National Landscape designation to provide special protection to defined areas of natural beauty. These are designated by Natural England.
B1 - Business		In terms of the Use Class Order, B1 represents businesses such as research and development and light industry.
Biodiversity		The whole variety of life encompassing all genetics, species and ecosystem variations. This includes diversity within species, between species and of ecosystems.
Biodiversity Action Plan	BAP	A plan concerned with conserving, protecting and enhancing biological diversity.
Biomass		The biodegradable fraction of products, wastes and residues from agriculture (including plant and animal substances), forestry and related industries.
Broad Development Location		A broad development location is a broad area of search, within which, allocations for development will be considered through the Local Plan Allocations document.
Brownfield Development or Sites (Previously Developed Land)		Site available for re-use which has been previously developed, and is either abandoned or underused. The definition covers the curtilage of the development.
Building for Life	BFL	A national standard for well designed homes and neighbourhoods, developed by Communities And Built Environment and the Home Builders Federation.
Bulky Goods		Retail goods of a large physical nature (for example DIY, furniture, carpets) that sometimes require large areas for storage or display.
Building Research Establishment's Environmental Assessment Method	BREEAM	A widely used environmental assessment method for all buildings setting the standard for best practice in sustainable design.
Central Rivers Initiative	CRI	A partnership approach to managing the River Trent and River Tame in the region between Tamworth and Burton upon Trent.

Community Infrastructure Levy	CIL	A charge on development, calculated on a £ per square meter basis of development as set out within the adopted CIL Charging Schedule. CIL is intended to be used to help fund infrastructure to support the development of an area rather than making an individual planning application acceptable in planning terms. CIL does not replace Section 106 agreements.
Circular		A paper produced by the government to provide guidance and instruction.
Climate Change		Long term change in weather patterns and increased global temperature, which is likely to be caused by an increase in Carbon emissions.
Clinical Commissioning Groups	CCG	Clinical commissioning groups are NHS organisations set up by the Health and Social Care Act 2012 to organise the delivery of NHS services in England. They replace primary care trusts.
Code for Sustainable Homes		Criteria set out by the government to help enforce sustainable residential development. The Code begins at Level 1 being the least sustainable through to Level 6, the most sustainable.
Comparison Goods		Goods that consumers buy at infrequent intervals and normally would compare prices before buying e.g. TV, fridges, clothes etc.
Combined Heat and Power	CHP	The use of waste heat from power generation to provide heating for a building or a neighbourhood.
Community Infrastructure Levy	CIL	A new provision which empowers, but not requires, Local Authorities to obtain a financial contribution on most types of new development based on the size and type of the development. The proceeds of the levy are to be spent on local and sub-regional infrastructure to support the community.
Conservation Area		Areas of special architectural or historic interest, the character, appearance or setting of which it is desirable to preserve or enhance.
Convenience Goods		Widely distributed and relatively inexpensive goods which are purchased frequently and with minimum of effort, such as petrol, newspapers, and most groceries.
Civic Spaces		An extension of the community or public institutions which form the spaces between buildings, such as market squares.
Decentralised Energy Supply		The use of energy from on-site or renewable sources limiting the need to draw energy from the national supply.
Deliverable Urban Windfalls		A small scale development in the urban area which comes forward for development and is suitable for delivery but has not been previously included in a development plan.
Developable Urban Windfalls		A small scale development in the urban area which comes forward for development but has not been previously included in a development plan, and may be considered suitable for development in the future.
Developer Contributions		Monetary contributions which may be made by a developer as part of a legal agreement (S106 or CIL) when a planning permission is granted. Monies are used to provide local facilities and all types of infrastructure.
Development		Development is defined under the 1990 Town and Country Planning Act as "the carrying out of building, engineering, mining or other operation in, on, over or under land, or the making of any material change in the use of any building or other land."
Development Management		The management or 'control' planning system which requires planning permission to be obtained, and in line with policy, before development can take place.
District Park		A significant area of publicly accessible natural or semi-natural open space offering opportunities for recreation and play also referred to in this document as a Country Park.
Diversification of Rural Employment		The establishment of new enterprises in rural locations often re-using rural buildings and land that is no longer used for agriculture.
Ecological footprint		A measure of human demand on the Earth's ecosystems and natural resources.
Employment Land Availability Assessment	ELAA	An assessment of potential employment sites to inform the Local Plan. The ELAA has been prepared in line with good practice guidance with the involvement of the development industry, local property agents and the local community, identifies the committed sites, additional capacity within

		employment areas and a range of other sites that have been submitted for consideration. The ELAA is not a policy document, but identifies the range of sites that are being given further consideration through the formulation of the Local Plan.
Evidence Base		The information and data gathered by local authorities to justify the “soundness” of the policy approach set out in Local Plan and supporting documents, including physical, economic, and social characteristics of an area. This includes consultation responses.
Examination in Public	EIP	The consideration of public views on a development plan document, or proposed changes to it, held before an independent inspector.
Flood plain		Generally flat-lying areas adjacent to a watercourse, tidal lengths of a river or the sea where water flows in times of flood or would flow but for the presence of flood defences.
Floorspace capacity		Available space for office, retail or industrial units within a specific area.
Grant Aid		Money coming in from central government or other external sources for a specific project.
Green Belt (not to be confused with the term ‘greenfield’)		<p>A statutory designation of land around certain cities and large built-up areas, which aims to keep the defined area permanently open or largely undeveloped. Areas of Green Belt within Lichfield District form part of the West Midlands Green Belt. The purposes of Green Belt are to:</p> <ul style="list-style-type: none"> • check the unrestricted sprawl of large built up areas; • prevent neighbouring towns from merging; • safeguard the countryside from encroachment; • preserve the setting and special character of historic towns; and • assist urban regeneration by encouraging the recycling of derelict and other urban land.
Green Infrastructure		The physical environment within and between our cities, towns and villages. It is a network of multi-functional open spaces, including formal parks, gardens, woodlands, green corridors, waterways, street trees and open countryside.
Green Networks or Corridors		Linking rights of way, cycle routes, canals, rivers, parks and woodland to create greater accessibility to the countryside and provide potential for improved biodiversity.
Greenfield Land or Site		Land (or a defined site) which has not been built on before or where the remains of any structure or activity have blended into the landscape over time.
Greenway		Part of green infrastructure, a corridor of undeveloped land, as along a river or between urban centres, that is reserved for recreational use or environmental preservation.
Gypsies & Travellers		Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family's or dependants' educational or health needs or old age have ceased to travel temporarily or permanently.
Habitat Regulations Assessment	HRA	See appropriate assessment.
Heathland		An area of open uncultivated land dominated by dwarf shrubs including heath, gorse, bog, bracken and scrub.
Historic Environment Character Area	HECA	An area of defined character in the landscape, such as medieval field patterns.
Historic Environment Record	HER	A system for recording information, such as known archaeological sites & finds, designated sites, historic landscapes, historic buildings and other features in the landscape.
Historic Landscape Character		The identification of the historic development of today's landscape, and the resultant pattern of physical features due to geography, history and tradition.
Homeworking		Relates to the growing practice of working from home, especially when related to the use of Information Communication Technology.

Housing Association	HA	Private, non-profit organisations that provide social housing for people in need of a home.
Housing Market Area		A geographical area which is relatively self-contained in terms of housing demand
Housing mix		The provision of a mix of house types, sizes and tenures in an area.
Implementation		The practical delivery of a measures that form part of a plan.
Indices of Multiple Deprivation	IMD	The index combines a number of indicators which focus on a range of social, economic and housing issues, and are then used to provide an overall deprivation rank for these areas. Published by the Office of the Deputy Prime Minister.
Information Technology and Communication	ITC	Communication devices and the services contained within them, such as computers, mobile phones and satellite systems.
Infrastructure		The basic structures and facilities needed to support a society or organisation.
Infrastructure Delivery Plan	IDP	A plan to implement the necessary social, physical and green infrastructure, required to create sustainable communities in line with a Local Plan.
Intermediate Affordable Housing		Housing at prices and rents above those of social rent, but below market price or rents. These can include shared equity products (e.g. HomeBuy), other low cost homes for sale and intermediate rent.
Issues, Options & Preferred Options , Policy Directions and Shaping Our District		The “pre-submission” consultation stages carried out on an emerging Local Plan document with the objective of gaining public consensus over proposals ahead of submission to Government for independent examination.
Key Rural Settlements		Defined settlements outside major towns/urban areas providing services and facilities.
Lichfield District Council	LDC	The local authority responsible for matters including planning, environmental health, waste collection, housing, parks and open space.
Lichfield Transport and Development Strategy	LTA DS	A package of measures to deliver road and public transport improvements for Lichfield City.
Lichfield Sustainability Working Group	LSWG	A group established to undertake the sustainability appraisal and SEA for the Local Plan.
Local Centre		Small shops and perhaps limited services, serving a small catchment. Sometimes also referred to as a local neighbourhood centre or key rural centre.
Local Planning Authority	LPA	The Local Authority or Council that is empowered by law to exercise planning functions. Often the local Borough or District Council.
Local Plan		The plan for future development within Lichfield District up to 2029, drawn up by the local planning authority in consultation with communities and other bodies. The Local Plan when adopted forms the statutory plan for the District. The Lichfield District Local Plan will be divided into two documents; the Local Plan Strategy and the Local Plan Allocations.
Local Plan Strategy		This document. The local plan strategy contains the broad policy directions and long term strategy to manage development, infrastructure and services across the District. The strategy consists of strategic policies which set out how the strategy will be implemented and monitored. The Local Plan Strategy was adopted on 17 February 2015
Local Plan Allocations		Second part of the Lichfield District Local Plan which will contain policy based allocations to manage development within the District until 2029
Local Geological Sites	-	Non-statutorily protected sites of regional and local importance for geodiversity (geology and geomorphology) in the United Kingdom. Local Geological Sites together with Local Wildlife Sites are often referred to as Local Sites.
Local Transport Plan	LTP	A five-year integrated transport strategy, prepared by local authorities in partnership with the community. The plan sets out the resources for delivery of the targets identified in the strategy.
Major Development		For residential development this includes sites of 1.5ha or more, or for sites of 10 dwellings or more. For commercial development this includes sites of 1 ha or more, or change of use of site for 1,000 square metres or more.

Manual for Streets		A joint publication by the Departments for Transport and Communities and Local Government to provide guidance for practitioners involved in the development of new streets, with a strong focus on people friendly streets.
Midlands Plateau Integrated Biodiversity Delivery Area		An area that comprises important concentrations of biodiversity which are to be improved.
Mitigation		Measures to avoid, reduce or offset the significant adverse effects of an external factor e.g. Lessening the effects of climate change.
Mixed use (or mixed use development)		Provision of a mix of complementary uses, such as residential, community and leisure uses, on a site or within a particular area.
National Forest		A national project for woodland creation, tourism and economic revival.
National Planning Policy Framework	NPPF	Document containing all national planning policy published in March 2012. The National Planning Policy Framework replaced all previously issued Planning Policy Statements (PPS) and Planning Policy Guidance Notes (PPG).
National Planning Practice Guidance	PPG	An online resource containing the governments updated planning practice guidance which supports the NPPF. The online guidance is updated on a regular basis.
Natural assets		Stocks of natural raw materials, including forests, fisheries, soil, and minerals; and the capacity of the environment media such as air and water to absorb and decompose the wastes from production and consumption.
Natural & Semi-natural Greenspace		Includes woodlands, wetlands, urban forestry, Local Geological Sites, scrub and grassland.
Nature Reserves		A protected area of wildlife or other geological interest. Can also be used to provide opportunity for special areas of research.
Neighbourhood Centre		An group of essential local services which may comprise a shop, post office, take away, health centre and a pharmacy. See also, local centre.
Neighbourhood Plan		An area based plan prepared by it's community as defined in the Neighbourhood Planning (General) Regulations 2012. Once 'made' a neighbourhood plan becomes part of the development plan for the area.
Neighbourhood Area (Designated Neighbourhood Area)		An area designated for the purposes of undertaking and producing a Neighbourhood Plan for that area as defined in the Neighbourhood Planning (General) Regulations 2012.
Offices		Defined by Class A2 of the Use Class Order, including financial and professional services, rather than businesses which are covered by Class B1 of the Use Class Order.
Open Space		All space of public value, including not just land, but also areas of water such as rivers, canals, lakes and reservoirs, which can offer opportunities for sport and recreation. They can also act as a visual amenity and a haven for wildlife.
Other Rural Settlements		Smaller villages that do not have a good range of public services.
Pitch (Gypsy and Traveller Sites)		A designated place for a family of Gypsies or Travellers to live.
Phasing		Distinct stages of development implemented in a sequential manner appropriate to demand.
Previously Developed Land	PDL	Land which is currently or has in the past been occupied by a permanent structure and associated infrastructure.
Primary Care Trust	PCT	An NHS primary care trust is a type of NHS trust, which is part of the National Health Service in England. The PCT formerly provided some primary and community services or commissions them from other providers, and are involved in commissioning secondary care.
Policies Map		A map of the District which shows planning policy designations spatially.
Regeneration		The economic, social and environmental renewal and improvement of rural and urban areas.
Regional Spatial Strategy	RSS	The RSS was a strategy for how a region should look in 15 to 20 years time and possibly longer. It identified the scale and distribution of new housing in region, indicates areas for regeneration, expansion or sub-regional planning and specifies priorities for the environment, transport, infrastructure, economic development, agriculture, minerals and waste

		treatment and disposal. Regional Spatial Strategies were revoked by the Secretary of State. The Regional Spatial Strategy for the West Midlands no longer forms part of the development plan.
Registered Provider	RP	Also known as Registered Social Landlords. Is the generic name for all social landlords who provide low-cost social housing for people in housing need on a non-profit making basis.
Regulated Energy		Elements of a building's energy consumption to which minimum standards must be achieved to comply with Building Regulations. 'Regulated' energy includes space heating, hot water, lighting and ventilation (fans and pumps), but does not include appliances and small electrical items.
Renewable Energy		Energy produced from a sustainable source that avoids the depletion of the earth's finite natural resources, such as oil or gas. Sources in use or in development include energy from the sun, wind, hydro-power, ocean energy and biomass.
Retail Floorspace		Total floor area of the property that is associated with all retail uses. Usually measured in square metres.
Rural Housing Needs Survey		Research to establish housing demand and the satisfaction of existing residents within the rural area.
Rural Regeneration		Careful development in rural areas to ensure local housing needs are met and that there are suitable opportunities for employment to ensure economic sustainability.
Safeguarding		To ensure that no harm is caused to a particular feature.
Scoping Report		The first stage in the Sustainability Appraisal process.
Section 106 Agreement		A legal agreement under Section 106 of the 1990 Town & Country Planning Act. It is a way of addressing matters that are necessary to making a development acceptable in planning terms such as providing highways, recreational facilities, education, health and affordable housing.
Severn Trent Water Ltd.	STWL	The water treatment company for Lichfield District.
Site of Biological Importance	SBI	A non-statutory designation used to protect locally valued sites of biodiversity. Also referred to as Local Wildlife Sites.
Site of Special Scientific Interest	SSSI	A site identified under the Wildlife and Countryside Act 1981 (as incorporated in the Countryside and Rights of Way Act 2000) as an area of special interest by reason of any of its flora, fauna, geological or physiographical features (basically, plants, animals, and natural features relating to the Earth's structure).
Social Rented Housing		Rented housing owned and managed by local authorities and registered social landlords, for which guideline target rents are determined through the national rent regime. It may also include rented housing owned or managed by other persons and provided under equivalent rental arrangements to the above, as agreed with the local authority or with the Housing Corporation as a condition of grant.
Soundness		A term referring to the justification of a Local Plan Document in line with legislation and national and regional guidance. To be tested at an Examination in Public.
Spatial Planning		Spatial planning goes beyond traditional land use planning to bring together and integrate policies for the development and use of land with other policies and programmes which influence the nature of places and how they function. This includes policies which can impact on land use, for example by influencing the demands on, or needs for, development, but which are not capable of being delivered solely or mainly through the granting or refusal of planning permission and which may be implemented by other means.
Spatial Strategy		The overview and overall approach to the provision of jobs, homes, and all infrastructure over the plan period.
Special Area of Conservation	SAC	Strictly protected sites for rare and threatened species and habitats on land or sea as designated under the EC Habitats Directive.
Staffordshire County Council	SCC	The local authority responsible for matters including education, transport, highways, minerals and waste.
Staffordshire Strategic Partnership	SSP	A framework for all agencies, sectors and partners to work collectively to promote the economic, social and environmental well being of the County.

Strategic Centre		A local or town centre which provides a wide range of services and facilities such as shops, supermarkets, post office, banks, health centres etc.
Strategic Development Allocation	SDA	An area which has been identified and allocated for new development, which is significant to the spatial strategy as a whole. These allocations are usually complex, have long lead in times and can assist in the delivery of strategic infrastructure.
Strategic Flood Risk Assessment	SFRA	An assessment of the likelihood of flooding in a particular area so that development needs and mitigation measures can be carefully considered.
Strategic Housing Land Availability Assessment	SHLAA	An assessment of potential housing sites to inform the Core Strategy and subsequent allocations of land. The Strategic Housing Land Availability Assessment (SHLAA) which has been prepared in line with good practice guidance with the involvement of the development industry, local property agents and the local community, identifies the committed sites, additional urban capacity and a range of other sites that have been submitted for consideration. The SHLAA is not a policy document, but identifies the range of sites that are being given further consideration through the formulation of the Local Plan.
Strategic Housing Market Assessment	SHMA	An assessment of the estimated demand for market housing and need for affordable housing in a defined geographical area, in terms of distribution, house types and sizes and the specific requirements of particular groups and which considers future demographic trends.
Supplementary Planning Document	SPD	An SPD is a document that supports the Local Plan. It may cover a range of issues, thematic or site specific, and provides further detail of policies and proposals in a 'parent' Local Plan.
Supported Housing		A housing service aimed at helping people live more stable lives, including those who may have suffered from homelessness, addiction or other serious challenges to life.
Sustainability Appraisal	SA	An assessment to establish if the plan is promoting sustainable development. An assessment to comply with Section 39(2) of the Planning and Compulsory Purchase Act 2004 and further guidance, and the requirements for Strategic Environmental Assessment from European Directive 2001/42/EC
Sustainable Communities		Central Government refers to sustainable communities as 'places where people want to live and work, now and in the future'. Creating communities that are more sustainable will generally mean seeking to provide a range of homes, jobs and facilities that enables people to meet more of their needs locally without the need to make long journeys by private transport.
Sustainable Community Strategy	SCS	A strategy prepared by a community to help deliver local aspirations, introduced under the Local Government Act 2000. There is no longer a requirement for Local Authorities to prepare an SCS.
Sustainable Development		A widely used definition drawn up by the World Commission on Environment and Development in 1987: "development that meets the needs of the present without compromising the ability of future generations to meet their own needs". The Government has set out four aims for sustainable development in its strategy "A Better Quality of Life, a Strategy for Sustainable Development in the UK". The four aims, to be achieved at the same time, are: social progress which recognises the needs of everyone; effective protection of the environment; the prudent use of natural resources; and maintenance of high and stable levels of economic growth and employment.
Sustainable travel / Sustainable Transport		Often meaning walking, cycling and public transport (and in some circumstances "car sharing"), which is considered to be less damaging to the environment and which contributes less to traffic congestion than one-person car journeys.
Sustainable Drainage Systems	SuDS	A replicate natural system which aims to reduce the potential impact of new and existing developments on surface water drainage discharges such as permeable paving or on site retention basins.
Third Sector		The Third Sector is a term frequently used to describe voluntary, community and not-for-profit organisations. The term is taken in reference to the private and public sectors.

Traffic Impact Assessment	TIA	An assessment of the effects upon the surrounding area by traffic as a result of a development, such as increased traffic flows that may require highway improvements.
Travelling Showpeople		Members of a group organised for the purposes of holding fairs, circuses or shows (whether or not travelling together as such). This includes such persons who on the grounds of their own or their family's or dependants' more localised pattern of trading, educational or health needs or old age have ceased to travel temporarily or permanently.
Unregulated energy		The expected energy use in a building which is not 'regulated' (see 'Regulated energy' above). Unregulated energy does not fall under Building Regulations, and most typically includes appliances and small electrical items.
Urban Cooling		The effect which can be achieved by increasing vegetation cover and reducing hard surface cover in built up areas to reduce very high temperatures.
Urban open space		Parks, play areas, sports fields, commons, allotments, green corridors alongside rivers/canals/railways and other open areas vital to the cultural, aesthetic and historic heritage of urban life.
Veteran Trees		Trees that are of interest biologically, culturally or aesthetically because of age, size or condition. Normally this means the tree is over 250 years old with a girth at breast height of over 3 metres. However, other factors must be considered such as the location and past management of the tree.
Viability		In terms of retailing, a centre that is capable of success or continuing effectiveness. More generally the economic circumstances which would justify development taking place.
Vibrancy		An area or street which is alive with activity.
Vitality		In terms of retailing, the capacity of a centre to grow or develop.
Waste Hierarchy		The waste hierarchy is the cornerstone of most waste minimisation strategies and refers to the 3Rs of reduce, reuse and recycle. The Staffordshire & Stoke-on-Trent Joint Core Strategy refers to 5 stages: eliminate, reduce, re-use, recycle, energy recovery & dispose. The aim of the waste hierarchy is to generate the minimum amount of waste and to extract the maximum practical benefits from products.
Water Framework Directive	WFD	A European Union Directive committing member states to achieve good qualitative and quantitative status of all water bodies by 2015.
Windfall Development or Site		A site not specifically allocated for development in a development plan, but which unexpectedly becomes available for development during the lifetime of a plan. Most "windfalls" are referred to in a housing context.

This page is intentionally left blank

Lichfield District Council
Lichfield District Local Plan Allocations DPD
Schedule of proposed modifications
October 2018

Key to schedule of Modifications:~~Text to be deleted~~ – strikethrough**Text to be added** – bold

Text to remain unmodified – plain text

Explanatory text for modification – italics

Schedule of main modifications

Modification number	Source of Modification	Page number	Proposed change	Reason
MM1	LDC & Inspectors modifications	11	<p><i>Add section to include the following policy relating to the local plan review, within section incorporate the text of MM2 (below):</i></p> <p>Policy LPR: Local Plan Review</p> <p>Lichfield District Council shall carry out an early review of the Local Plan for Lichfield that will be submitted to the Secretary of State for Examination in accordance with the latest Local Development Scheme or no later than the end of December 2021. This review shall replace the adopted Local Plan Strategy (LPS) 2008-2029 in all aspects and therefore be a comprehensive review. This Plan will extend the existing plan period to at least 5 years beyond the end of the current LPS and it shall review as a minimum the following matters:</p> <ul style="list-style-type: none"> • The housing requirement for Lichfield and the potential for housing land supply to meet this need. • Any unmet housing need arising from the Greater Birmingham and Black Country Housing Market Area (GBBCHMA), inclusive of any unmet need arising from Tamworth Borough, and the appropriate level of contribution which the District of Lichfield in 	To include a commitment within policy to undertake a local plan review and set the timescales for this.

Modification number	Source of Modification	Page number	Proposed change	Reason
			<p>line with ongoing technical work and the requirements of policy TP48 of the adopted Birmingham Development Plan (BDP).</p> <ul style="list-style-type: none"> • Employment land requirements for Lichfield as identified through a comprehensive evidence base. • Lichfield's potential role on meeting any wider unmet employment needs through the Duty to Co-operate (DtC). • The appropriateness of the existing settlement hierarchy and the strategic distribution of growth in light of new housing, employment and other service/infrastructure needs. • Gypsy, Traveller and Travelling Showpeople (GTTS) provision. • A comprehensive Green Belt Review either in partnership with relevant neighbouring authorities or in close consultation with these authorities through the DtC, to inform any further Green Belt release to accommodate new development within the District. 	
MM2	LDC & Inspectors modifications	11	<p><i>Addition of supporting text before and after the policy proposed through MM1 as follows:</i></p> <p>Introduction: Local Plan Review</p> <p>The Council is aware, and is committed to reviewing its Plan in full to assist in addressing strategic issues which cross local authority boundaries. The Council continues to work proactively with partners to identify the appropriate amount of growth to be accommodated within the boundaries of Lichfield District. In addition, as part of this review the Council will continue work with other Neighbouring Authorities through the Duty to Co-operate, as well as undertaking a comprehensive review of its evidence base.</p>	To provide explanatory text for MM1 which provides a commitment in policy to undertake a local plan review.

Modification number	Source of Modification	Page number	Proposed change	Reason
			<p>The Local Plan Review has already commenced with the publication of and consultation on a Scope, Issues and Options document in April 2018. Through a Local Plan Review, changes to the spatial strategy, policies and proposals within the current local plan may be required in response to emerging evidence or to reflect strategic issues being dealt with through the Duty to Co-operate. It is through this review process that consideration of such strategic matters, including the spatial strategy are most appropriately considered.</p> <p>Policy LPR: Local Plan Review sets a review mechanism for the Lichfield District Local Plan.</p> <p><i>Insert Policy LPR as proposed by MM1.</i></p> <p>Explanation The Local Plan Strategy identified that following on from discussions falling under the Duty to Cooperate (DtC) it had been identified through evidence emerging at that time that indicated Birmingham would not be able to accommodate its housing requirement within its administrative boundary and that a similar situation applied to Tamworth although on a much reduced scale. The Local Plan Strategy recognised that, in the event of further evidence which identified that further housing provision would be needed within Lichfield District, such issues could be addressed through a review of the Lichfield District Local Plan.</p> <p>It has been established through the examination and adoption of the Birmingham Development Plan that there is a significant unmet housing need arising from Birmingham and the wider Housing Market Area within</p>	

Modification number	Source of Modification	Page number	Proposed change	Reason
			<p>which it sits. Policy PG1 of the Birmingham Development Plan identifies an unmet need of approximately 37,900 dwellings in the period to 2021. It should be noted that further consideration of this need has been undertaken and it is considered to be a lower need than established within the Birmingham Development Plan. Lichfield District is part of the Greater Birmingham and Black Country Housing Market Area along with Birmingham, the Black Country authorities, South Staffordshire, Cannock Chase, Tamworth, North Warwickshire, Stratford-upon-Avon, Solihull, Bromsgrove and Redditch.</p> <p>Additionally, Tamworth Borough Council's adopted Local Plan notes that it cannot meet its housing requirement within its own administrative area and requires a further 825 dwellings to be accommodated outside of the Borough. Tamworth is located within the Greater Birmingham and Black Country Housing Market Area and this additional shortfall of 825 dwellings is part of the overall shortfall within the Housing Market Area. It is considered most appropriate to consider how to address such shortfall as part of the wider HMA shortfall through the review of the Local Plan. Furthermore since the above shortfall was identified, the early stages of the review of the Black Country Core Strategy indicate a further shortfall of approximately 22,000 dwellings.</p> <p>To assist with discussion between the authorities within the HMA a significant evidence base has been produced by the authorities. This includes the Strategic Housing Needs Study (stage 2 and stage 3) and the Strategic Growth Study (2018). These studies provide a number of strategic recommendations and examine a number of strategic locations for housing growth which could assist in meeting unmet needs. Ultimately the study sets out a range of options which it concludes could be</p>	

Modification number	Source of Modification	Page number	Proposed change	Reason
			<p>considered through the review of authorities respective local plans. At this time no decisions upon the apportionment of such unmet need have made. A recommendation of the Strategic Housing Needs Studies was that there needed to be a consistent evidence base across the HMA authorities in relation to the Green Belt. The Strategic Growth Study includes a high level strategic green belt review all of which assists in providing a consistent evidence base for the authorities to base discussions and upon which future memorandums of understanding and/or statements of common ground apportioning unmet growth can be based.</p> <p>Alongside the strategic Green Belt Review within the Strategic Growth Study Lichfield District will prepare a comprehensive Green Belt Review to assess, in further detail, the capacity of the Green Belt across the authority as part of the evidence base supporting the review of the Local Plan.</p> <p>Although unmet housing need remains the largest scale cross-boundary issue, there are other associated issues which may need consideration including provision of accommodation for Gypsy and Travelers and employment land provision.</p> <p>The Council will continue work with other Neighbouring Authorities through the Duty to Co-operate, as well as undertaking a comprehensive review of its evidence base. The District Council is committed to working positively with its partners to address these strategic issues and where appropriate prepare Memorandums of Understanding or Statements of Common Ground with respect of the issues above.</p>	

Modification number	Source of Modification	Page number	Proposed change	Reason
MM3	LDC & Inspectors modifications	64	<p><i>Add the following text as a second paragraph to Policy NT1: North of Tamworth Housing Land Allocations:</i></p> <p>Within the Arkall Farm Housing Land Allocation, as identified in the inset map attached to policy NT1, the approved Masterplan identifies a range of land uses, open spaces and transport routes and their relationship both to each other and to the existing development in the vicinity of the site. Proposals should accord with the approved Masterplan, including the key development considerations.</p>	To ensure the development of the allocation is carried out in accordance with an approved masterplan.
MM4	LDC & Inspectors modifications	66	<p><i>Add the following text as a second paragraph to Policy R1: East of Rugeley Housing Land Allocations:</i></p> <p>Within the East of Rugeley Housing Land Allocation, as identified in the inset map attached to policy R1, the approved Masterplan identifies a range of land uses, open spaces and transport routes and their relationship both to each other and to the existing development in the vicinity of the site. Proposals should accord with the approved Masterplan, including the key development considerations.</p>	To ensure the development of the allocation is carried out in accordance with an approved masterplan.
MM5	LDC & Inspectors modifications	84	<p><i>Add the following text as a second paragraph to Policy OR1: 'Other Rural' Housing Land Allocations:</i></p> <p>Within the Watery Lane Housing Land Allocation, as identified in the inset map attached to policy OR7, the approved Masterplan identifies a range of land uses, open spaces and transport routes and their relationship both to each other and to the existing development in the vicinity of the site. Proposals should accord with the approved Masterplan, including the key development considerations.</p>	To ensure the development of the allocation is carried out in accordance with an approved masterplan.

Modification number	Source of Modification	Page number	Proposed change	Reason
MM6	LDC & Inspectors modifications	18	<p><i>Add the following to Policy EMP1: Employment Areas & Allocations:</i></p> <p>Development proposals outside the traditional employment use classes (B1, B2 and B8) will be supported on existing and allocated employment sites, where the development proposals clearly demonstrate the potential job creation on these sites, and provided that they do not undermine or constrain the main purpose of the employment allocation. Proposals for retail or leisure uses on existing or allocated employment sites will be permitted providing they are related in scale and use to the primary employment focus of the site and would have no adverse impact on the vitality and viability of the employment area.</p> <p>Development proposals outside the traditional employment uses classes (B1, B2 and B8) for non-employment generating uses will be supported on existing and allocated employment sites, if it is demonstrated that the continued use of a site, or its development for employment for employment uses, is not viable, through the provision of:</p> <p>(i) details of comprehensive marketing of the site for at least 12 months and appropriate to the prevailing market conditions; and</p> <p>(ii) a financial appraisal that demonstrates that the development of any employment generating use is unviable.</p> <p>Development proposals outside the traditional employment uses classes (B1, B2 and B8) for non-employment generating uses will be supported on existing and allocated employment sites, if it is demonstrated that the continued use of a site, or its development for employment for employment uses causes/or would lead to site-specific, environmental problems, such as noise, pollution of traffic generation, recognising the</p>	To provide additional guidance with the policy in terms of proposals where alternative uses are proposed falling outside the traditional use classes.

Modification number	Source of Modification	Page number	Proposed change	Reason
			environmental benefits to be gained by redeveloping these sites for non-employment generating uses.	
MM7	LDC & Inspectors modifications	19	<p><i>Add the following to the explanatory text after policy EMP1:</i></p> <p>Policy EMP1 seeks to ensure that compatible uses are provided on the existing employment sites within the District. The policy provides detail in relation to the level and type of evidence that is required to justify any loss of employment land. This evidence will assist the decision maker in coming to an evidence based decision. The policy should be read alongside other relevant development plan policies.</p>	To provide explanatory text to MM6.

Schedule of other modifications

Modification Number	Source of Modification	Page number	Proposed change	Reason
Section 4: Homes for the Future				
	LDC	15	<p><i>Correction of typographical error to second sentence of paragraph 4.3 as follows:</i></p> <p>This is illustrated through the Housing Housing Trajectory at Appendix D.</p>	To correct typographical error.

Modifi cati on Num ber	Source of Modification	Page number	Proposed change	Reason
Section 5: Economic Development & Enterprise				
	LDC	18	<p><i>Correction of typographical error to first sentence of policy EMP1 and replace a full stop with a comma as follows:</i></p> <p>...will contribute to the delivery of 79.1 hectares of employment land (Use classes B1-, B2, B8) drawn from the employment portfolio.</p>	To correct typographical error.
Section 7: Built & Historic Environment				
	LDC & Ruben Bellamy (Rep FC102), Gladman (FC133), JVH Planning (FC144, FC151, FC161, FC164, FC169, FC175, FC176, FC176)	24	<p><i>Propose minor modification to the text of the final paragraph of Policy BE2: Heritage Assets as follows:</i></p> <p>The loss of, or harm to, a heritage asset will only be permitted where it can be demonstrated that the ensuing harm and loss of significance of the heritage asset is necessary to achieve substantial public benefits that outweigh that harm or loss in accordance with the NPPF.</p>	Too add clarity to the policy and to reflect the NPPF.
	Historic England (Rep FC257) & LDC	24	<p><i>Propose minor modification to the final sentence of Policy BE2: Heritage Assets as follows:</i></p> <p>In this case the areas affected should be recorded and the information submitted to the Staffordshire County Council's Historic Environment Record as a minimum.</p>	Too accord with the NPPF.
	LDC	24	<p><i>Correction of grammatical error to second sentence of paragraph 7.1 as follows:</i></p>	To correct grammatical error.

Modification Number	Source of Modification	Page number	Proposed change	Reason
			...registered parks and gardens and conservations areas.	
	LDC	24	<p><i>Correction of grammatical error to fourth sentence of paragraph 7.2 as follows:</i></p> <p>It may be beneficial to obtain the advice of a suitably qualified professional to put together the assessment of significance, the assessment of the impact of the development on that the significance, the design of the proposals and relevant documentation.</p>	To correct grammatical error.
Section 8: Lichfield City				
	LDC	26	<i>Remove web address from third paragraph of Policy Lichfield 3: Lichfield Economy.</i>	To remove text which has been incorrectly incorporated within the text of the policy.
	LDC	28	<p><i>Change name of site L2 in the table within the policy as follows:</i></p> <p>East of Lichfield, (Streethay) SDA-extension land north of Roman Heights</p>	To reflect the current name of the site.
	LDC	30	<p><i>Change name of site L26 in the table within the policy as follows:</i></p> <p>Friarsgate Land at Birmingham Road</p>	To reflect the current name of the site.
	Historic England (Rep FC257) & LDC	31, 33, 34, 37, 48	<i>Correction of terminology used for scheduled monuments within the 'Key development considerations' for Sites L1, L4, L6, L9 and L29:</i>	To use the correct terminology as suggested by Historic England.

Modi ficati on Num ber	Source of Modification	Page number	Proposed change	Reason				
			Design and scale of redevelopment must be considered in the context of the buildings location within the conservation area and proximity to heritage assets including scheduled ancient monument(s)					
	LDC	32	<i>Change name of site L2 within the site description as follows:</i> East of Lichfield, (Streethay) SDA-extension land north of Roman Heights	To reflect the current name of the site.				
	LDC	46	<i>Change name of site 26 within the site description as follows:</i> Friarsgate Land at Birmingham Road	To reflect the current name of the site.				
	LDC & Rep FC126	49	<i>Change typology of floorspace within the site information for Site L30 from B1a to B1 to reflect the permitted scheme as secured through planning permission.</i> <table><tr><td>Site Area (Ha)</td><td>4.4</td></tr><tr><td>Floorspace (m²)</td><td>12,500 (B1)</td></tr></table>	Site Area (Ha)	4.4	Floorspace (m²)	12,500 (B1)	For consistency with permitted scheme for the site.
Site Area (Ha)	4.4							
Floorspace (m²)	12,500 (B1)							
Section 9: Burntwood								
	LDC	54	<i>Correction to paragraph 9.8 to correctly total the approximate dwelling capacity of the proposed allocations within Policy B1 and Policy B2.</i> As illustrated by table 4.1 sufficient allocations have been identified to meet the housing requirements for Burntwood. These allocations provide for approximately 728 383 dwellings (including a number of already committed sites) within and adjacent to Burntwood to ensure that the requirements as set out within the Local Plan Strategy are met.	To correctly total the allocations within Policy B1 and Policy B2. As drafted this is currently incorrect.				

Modification Number	Source of Modification	Page number	Proposed change	Reason
Policies Map				
	Lichfield & Hatherton Canal Restoration Trust (Rep 209-210)	Lichfield District Policies Map, Inset 1: Lichfield City	<p><i>Line illustrating the safeguarded route of the Lichfield Canal does not correctly show at inset map scale. Route requires minor change to ensure the route is drawn around an electricity pylon to the south of the A38.</i></p> <p><i>Updated maps included at Appendix A of this schedule.</i></p>	To correct route to that agreed between LDC and the canal restoration trust. Correction is minor and does not relate to any area where the change would impact upon development, other consultation responses or any other designation or allocation. It should be noted that this change can only viewed at a localised map i.e. not the Proposals map. This change is not considered to materially impact the Plan.
	LDC	Lichfield District Policies Map, Inset 7 Colton, Inset 10 Elford, Inset 12 Fradley, Inset 13 Hamstall	<p><i>Replace Conservation Area boundaries (Colton, Elford, Fradley Junction, Hamstall Ridware, Harlaston, Haunton, Hints, and Mavesyn Ridware) with correct adopted Conservation Area boundaries.</i></p> <p><i>Change is factual to include the adopted Conservation Area boundaries for the identified settlements (Colton, Elford, Fradley junction, Hamstall Ridware, Harlaston, Hints, and Mavesyn Ridware). Conservation Area legislation is covered elsewhere and the policies maps are an expression of this legislation.</i></p> <p><i>Updated maps included at Appendix A of this schedule.</i></p>	Incorrect Conservation Area boundaries have been shown for the settlements noted on the Policies Maps and respective insets. At the time of drafting proposed alterations to Conservation Area boundaries were being considered by the District Council. These boundaries were identified on the Council's base map and were pulled through when the Policies maps were developed. However because

Modification Number	Source of Modification	Page number	Proposed change	Reason
		Ridware , Inset 14 Harlaston		changes were not adopted it is recommended that the policies maps should show the currently adopted Conservation Area boundaries. As with recommended change M11 the change is factual and does not materially alter the Plan.

Appendix A – Schedule of Modifications to policies maps:

This page is intentionally left blank

Guidance Note on Main Modifications to Lichfield District Local Plan Allocations Document

Introduction

The Local Plan Allocations Document (ADPD) is being examined by an independent Planning Inspector (Mr Mike Fox) whose role is to assess whether the plan complies with the legal requirements and is sound.

Following the ADPD hearing sessions we have now received notification from the Planning Inspector that a number of changes to plan, known as 'Main Modifications' are considered necessary to address the issues of soundness.

These modifications are put forward without prejudice to the Inspector's final conclusions on the ADPD and following the close of this consultation, the representations will be passed to the Inspector before the publication of his final report.

Lichfield District Council has prepared a Schedule of Proposed Main Modifications to the ADPD which is a formal stage of the examination process. This document has been published for consultation along with an updated Sustainability Appraisal Report and Habitat Regulations Assessment and other supporting documents.

The consultation runs from **19 December 2018 until 6 February 2019**.

The Consultation

The consultation is seeking views on the proposed main modifications. It is not an opportunity to raise matters that either were, or could have been, part of the earlier representations or hearings on the submitted plan. Comments should focus on whether the proposed modifications complies with the legal requirements and is considered sound.

Legal Compliance and Duty to Co-operate

The Inspector has assessed whether the ADPD meets the legal requirements under section 20(5) of the Planning and Compulsory Purchase Act 2004 (as amended), which includes whether the council has complied with the Duty to Co-operate when preparing the ADPD, before moving on to the test the ADPD for soundness.

In relation to the current consultation, comments regarding legal compliance and duty to co-operate should only be submitted where they relate to the Proposed Main modifications.

You should consider the following before making a representation on legal compliance:

- The plan in question should be included in the current Local Development Scheme (LDS) and the key stages should have been followed.
- The process of community involvement for the plan in question should be in general accordance with the Council's Statement of Community Involvement (SCI).
- The plan should comply with the Town and Country Planning (Local Planning) (England) Regulations (2012).
- The Council is required to provide a Sustainability Appraisal Report and carry out a Habitat Regulations Assessment when it published a plan.
- The Council is required to comply with the Duty to Co-operate.

Soundness

Soundness is explained in paragraph 182 of the National Planning Policy Framework (NPPF) 2012. The Inspector has to be satisfied that the ADPD is positively prepared, justified, effective and consistent with national policy.

- Positively prepared – this means the plan should be prepared based on a strategy that seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development.
- Justified – the plan should be the most appropriate strategy when considered against reasonable alternatives, based on proportionate evidence.
- Effective – the plan should be deliverable over its plan period and based on effective joint working on cross- boundary strategic priorities
- Consistent with national policy – the plan should enable the delivery of sustainable development in accordance with policies in the NPPF.

General Advice

If you wish to make a representation seeking a change to a proposed Main Modification you should make it clear in what way the Main Modification is not sound having regard to the legal compliance and the four soundness requirements set out above.

You should try to support your representation with evidence showing why it should be amended.

It will be helpful if you also say precisely how you think the plan should be modified. Representations should cover succinctly all the information, evidence and supporting information necessary to support/justify the representation and the suggested modification. There will not normally be a subsequent opportunity to make further submissions.

Further information

The Council has also published a track changes version of the ADPD which sets out the changes proposed by the Main Modifications using ~~red strike through~~ for deleted text and **red text** for new text.

In addition to the proposed Main Modifications, the Council has identified further minor amendments it considers necessary to improve the clarity of the Plan. These are known as minor modifications and are set out in the track changes plan and include the correction of typos and updates to factual information.

Further information relating to the preparation of the ADPD and the examination can be found online at: <http://www.hwa.uk.com/projects/lichfield-local-plan-allocations/>

Draft Lichfield Local Plan Allocations Document – Part 2 Examination

Inspector's Matters, Issues and Questions Discussion Note

Introduction

This note provides a summary of the matters and issues identified by the Inspector in the form of questions, and they will form the basis of the Examination Hearings which commence on Tuesday 4 September 2018 at the Council Offices, Frog Lane, Lichfield, Staffordshire, WS13 6YZ 1BP. This note may be refined in the light of the Inspector's consideration of the Hearing Statements received prior to the Examination Hearings.

Please note that the word limit for further statements is 3,000 words per matter (excluding supporting information, such as Appendices). Some flexibility, however, will be given to the Council, who will be expected to respond to all statements submitted by other parties.

Matter 1 - Legal Requirements, Scope of the Local Plan and Duty to Co-operate

1.1 Legal Requirements:

Does the Local Plan meet all its legal requirements (e.g. in relation to the Local Development Scheme; Statement of Community Involvement; and Local Development Regulations 2012)? Are there any other legal compliance issues?

1.2 Scope of this part of the Local Plan

- (i) *Is the scope of the Plan in line with its intended role, for example as set out in Section 1 and in particular in paragraphs 1.3, and 1.4 of the submitted Plan, in which clear reference is made to Lichfield's adopted Spatial Strategy which provides for the delivery of 10,030 homes from 2008 to 2029?*
- (ii) *Does the scope of the Plan accord with the recent Court of Appeal (COA) Judgment of Oxted Residential Ltd v Tandridge District Council (EWCA Civ 414; 29 April 2016)? This COA Judgment is in the Examination Library, and the paragraphs that I would particularly like to draw attention to are: 28, 31, 32 and 38. The third sentence of paragraph 38 states: **An Inspector conducting an examination must establish the true scope of the development plan document he is dealing with, and what it***

is setting out to do. Only then will he be able to properly judge "whether or not, within the scope and within what it has set out to do", it is "sound" (Section 20(5)(b) [of the 2004 Act]).

- (iii) *Are there any valid Part 2 issues which the Plan has failed to address?*

1.3 Duty to Cooperate (DTC):

- (i) *Is the DTC, which covers strategic matters, applicable to the Plan, and if so, has the Council adequately discharged the DTC in preparing the Plan?*
- (ii) *In particular, does the Plan satisfy the DTC in relation to planning for the longer term growth of neighbouring areas?*

Matter 2 - Sustainability Appraisal (SA) and Habitats Regulation Assessment (HRA)

- 2.1 *Is the Plan supported by the SA and HRA?*
- 2.2 *What evidence is there that the SA has influenced the Plan and/or undertaken a full assessment of realistic alternatives?*
- 2.3 *Do any adverse effects identified in the SA require significant mitigation, and how does the Plan address these issues? Has appropriate account been taken of the recent Sweetman 2 Judgment in the ECJ?*

Matter 3 – Does the Plan deliver the strategic housing provision to meet the needs of the Plan area over the plan period?

3.1 New Homes Quantum:

- (i) *Does the quantum of new homes provided for in the Plan over the plan period (as set out in Table 4.1) accord with the growth requirements as set out in Core Policy 1 in the Local Plan Strategy (2015)?*
- (ii) *Is the proposed 'buffer' of around 15% sufficient to enable the Plan to ensure there is sufficient flexibility of housing land over the plan period?*

3.2 Proposed Distribution of new homes:

- (i) Does the proposed distribution of new homes (also set out in table 4.1) accord with the principles of sustainable development, particularly as set out in the Local Plan Strategy (LPS) (2015), including taking account of considerations such as: the proportion of new housing planned for urban areas/most sustainable settlements; proximity to employment, sustainable transport and community facilities; and adverse impact on areas/zones of environmental importance?*
- (ii) What is the justification for increasing allocations in rural areas from 5% in Allocations Plan to 12.5% of overall housing figure in Focused Changes Document whilst correspondingly reducing the proportions in what are commonly regarded as the two most sustainable settlements of Lichfield and Burntwood? In particular, where are the housing needs for local people in Lichfield and Burntwood likely to be met?*

3.3 Housing Delivery over the Plan Period:

- (i) Does the Plan provide sufficient evidence to demonstrate that the proposed new homes total can be implemented over the plan period?*
- (ii) Are the implementation rates of large sites, such as Arkall Farm (1,000 dwellings), the former Rugeley Power Station (800 dwellings) and land at Watery Lane (750 dwellings), realistic?*

3.4 Five Year Housing Land Supply:

Would the Plan at adoption be able to demonstrate that it has a five year supply of specific, viable and deliverable sites to achieve the Plan's requirements?

3.5 Qualitative aspects of housing supply:

Is there a need for any qualitative parameters for housing provision in the Plan, such as provision for affordable housing, self-build, older persons' accommodation, care homes, accessible housing, student housing, and accommodation for gypsies and travellers (G&T)? Should policy GT1 meet identified G&T need?

3.6 Other Housing Issues:

Are there any other housing issues which go to the soundness of the Plan?

Matter 4 - Can the Plan deliver its quantitative and qualitative housing requirements without the need to remove any Green Belt land?

- 4.1 *Should the Green Belt, as set out in LPS Core Policy 1, remain in force in its entirety throughout the plan period, and continue to be a permanent constraint?*
- 4.2 *Do any circumstances exist to justify the alteration of the Green Belt boundaries in advance of a future review of the LPS, as set out in paragraph 83 of the Framework?*
- 4.3 *Should the Plan provide clearer guidance on Green Belt infill boundaries, as provided for in LPS Core Policy 1?*

Matter 5 - How should the Plan deal with the housing shortfall in neighbouring authorities, such as Birmingham and Tamworth?

- 5.1 *In view of the urgency of making housing provision to meet the needs of Greater Birmingham, what are the arguments for delaying a positive response until the Local Plan Review? Does the GBHMA suggest a timeframe and quantum for contributions from Councils such as Lichfield? Is the estimated date for adopting such a review still December 2020? Should not this Plan be aiming to contribute towards these wider needs before December 2020, a date which may slip? [An MOU or SCG between the GBHMA and/or Birmingham CC and Lichfield DC would be helpful.]*
- 5.2 *Should the Plan deal with Tamworth's housing shortfall during the same review process, or is the need sufficiently urgent for it to be addressed in this Plan? What role would the development at Arkall Farm play in this, and if planning permission is not forthcoming, what should be included in the Plan to address the shortfall? [An MOU or SCG between the Tamworth BC and Lichfield DC would be helpful.]*
- 5.3 *If the review of the Plan is more than an aspiration, should there be a specific policy committing the review process to start by a specific date?*

Matter 6 - Are the Plan's provisions for the protection and enhancement of its environmental, landscape, biodiversity and heritage assets in accordance with national policy?

- 6.1 *Is policy BE2 (Heritage Assets) compliant with NPPF 133 and 134?*
- 6.2 *In the absence of saved policy C9, what is the approach of the Plan towards the protection of Local Green Space?*

Matter 7 - Are the policies to manage and promote the Local Economy and Employment Areas and Allocations sound?

- 7.1 *With reference to policy EMP1, are the expectations in the Plan for employment growth (79.1 ha drawn from the employment portfolio, plus the identification of three sites which are allocated to meet a further requirement of 10 ha), soundly based on a coherent framework?*
- 7.2 *Is the 6.5 ha of employment land allocated to meet the needs of Tamworth justified?*
- 7.3 *Are the specific sites identified in policy EMP1 (sites F2; OR6; and A6) justified and deliverable within the plan period?*
- 7.4 *How effective is the Plan in protecting existing and allocated employment sites from other uses, e.g. housing? Should the Plan set out the parameters of an 'independent assessment' in relation to the attractiveness of the market, and over what period of time?*
- 7.5 *Does the Plan address the need for a housing/employment balance? Is there a balance between housing provision and maintaining an adequate supply of employment land?*
- 7.6 *Is there scope to consider mixed use areas where there is evidence of underuse/closure of industrial/commercial uses?*
- 7.7 *Does policy Lichfield 3 set a sound framework for promoting Lichfield city centre as a retail and commercial centre, and is the proposed primary shopping area extension justified? Should the Plan aim for a town centres first approach for office development?*
- 7.8 *Does policy Burntwood 3 set a sound framework for promoting Burntwood as a retail and commercial centre?*

Matter 8 – Are the Transport, Infrastructure, Implementation and Monitoring provisions of the Plan sound?

- 8.1 *Are there any necessary infrastructure needs that are not addressed in the Plan?*
- 8.2 *Are any of the high impact sewerage constraints classified as 'show stoppers'?*
- 8.3 *In view of Highways England's comments, can the 2017 IDP be relied upon to support specific allocations in the Plan?*
- 8.4 *The Environment Agency expresses concern that it is not immediately apparent that a sequential test has been undertaken by the Council*

regarding flood risk. Has agreement subsequently been reached on the acceptability of sites proposed for the housing and other uses in the Plan?

Matter 9 – Are the Plan’s provisions for Lichfield city centre, including policy Lichfield 3 and Map 8.1 justified and effective?

- 9.1 *Is the Plan sufficiently focused on protecting and enhancing the character and appearance of the city centre?*
- 9.2 *What is the rationale for deleting policies L37 (Lichfield Linear Park) and L49 (Framework Open Space)?*

Matter 10 – Development Management, Uncertainties and Risks

- 10.1 **Development Management:** *Should the Plan provide sufficient guidance to cover aspects of development management which are not explicitly covered in the LPS?*
- 10.2 **Uncertainties and Risks:** *Overall, does the Plan take sufficient account of uncertainties and risks? How flexible is it?*
- 10.3 **Monitoring:** *Are the monitoring arrangements soundly based?*

Matter 11 – Site Allocations in the Plan

- 11.1 *Are the Site Allocations in the Lichfield area (Sites L1-31) acceptable in terms of (a) environmental impact; (b) impact on the living conditions of existing and/or future residents; (c) whether a safe and acceptable vehicular access can be secured; (d) whether there is a willing land owner(s) for all the land concerned; and (e) any other relevant infrastructure, planning or viability constraints in addition to the Key Development Considerations already set out?*
- 11.2 *Are the Site Allocations in the Burntwood area (Sites B1-21) acceptable in terms of (a) environmental impact; (b) impact on the living conditions of existing and/or future residents; (c) whether a safe and acceptable vehicular access can be secured; (d) whether there is a willing land owner(s) for all the land concerned; and (e) any other relevant infrastructure, planning or viability constraints in addition to the Key Development Considerations already set out?*
- 11.3 *Are the Site Allocations in the remainder of the District (Sites NT1-2; R1; F1-2; A1-6; AH1; FZ2-3; GT1; S1; W2-3; H1; and OR1-8)) acceptable in terms of (a) environmental impact; (b) impact on the living conditions of*

existing and/or future residents; (c) whether a safe and acceptable vehicular access can be secured; (d) whether there is a willing land owner(s) for all the land concerned; and (e) any other relevant infrastructure, planning or viability constraints in addition to the Key Development Considerations already set out?

Matter 12 – Are there any other issues of soundness which this Examination should cover?

- 12.1 *Do any additional soundness issues, relevant to this Plan, arise from the newly published NPPF?*
- 12.2 *Are there any other soundness issues which this Examination should cover?*

Mike Fox

Planning Inspector

20 July 2018

This page is intentionally left blank

CONSERVATION AREA APPRAISAL AND MANAGEMENT PLANS FOR WALL AND WIGGINTON



Report of Councillor I. Pritchard, Cabinet Member for Economic Growth, Development and Environment

Date: 18th December 2018
 Agenda Item: 13
 Contact Officer: Claire Hines
 Tel Number: 308188
 Email: Claire.hines@lichfielddc.gov.uk
 Key Decision? NO
 Local Ward Members Hammerwich with Wall Ward:- Cllr K. Humphreys and Cllr D. Pullen
 Whittington and Streethay Ward:- Cllr D. Leytham, Cllr R. Strachan, Cllr A. White.

COUNCIL

1. Executive Summary

- 1.1 To inform Council of the results of the consultation on the draft Conservation area Appraisals and Management Plans for Wall and Wigginton Conservation Areas; to request Councils approval of the final appraisals and management plans; and to request Council's approval for the proposed additions to the Register of Buildings of Special Local Interest for submission to Full Council for formal ratification.

2. Recommendations

- 2.1 That Council notes the results of the consultation as per Appendix A of this report and approves the final appraisal and management plans
- 2.2 That Council approve the proposed boundary changes to the Conservation Areas as shown on the maps in Appendix B.
- 2.3 That Council approves the proposal to add the properties listed in Appendix C of this report to the Register of Buildings of Special Local Interest.

3. Background

- 3.1 Conservation Area Appraisals and Management Plans are undertaken regularly on a rolling programme. They are an essential part of the process which aims to preserve and enhance the character and appearance of the conservation area and provide a foundation for future decision making.
- 3.2 A Conservation Area Management Plan can provide the basis for developing management proposals which aim to preserve or enhance the conservation area. Under Section 71 of the Planning (Listed Buildings and Conservation Areas) Act 1990 the Council has a duty 'from time to time to formulate and publish proposals for the preservation and enhancement of any parts of their area which are conservation areas'. The management proposals take the form of mid- to long-term strategy, setting

objectives for addressing the issues and recommendations for action arising from the appraisal and identifying any further or more detailed work needed for their implementation.

- 3.3 A programme of appraisal and management plan work was approved by this committee in June 2006 and members will recall that in March 2013, they were provided with an update on the Council's proposed programme for the implementation of conservation area appraisals and management plans across the District.
- 3.4 The understanding of an area gained through undertaking an appraisal can help to inform policy and decision making through the Development Management process. Conservation Area Appraisals and Management Plans can also help to form a framework for Development Management guidelines. They can provide a sound defence on appeal in relation to various policies and Development Management decisions.
- 3.5 As part of this ongoing work, officers have established a protocol for the adoption of conservation area appraisals and management plans, of which this report forms an integral part. It is accepted best practise that involving the local community in evaluating what makes an area special, and where the boundaries of a conservation area should be drawn, is integral to the appraisal process. To this end a robust method of public consultation has been followed. In line with national and regional advice, the Council has chosen to adopt the appraisal, and subsequent management plan, documents as Council policy, as opposed to supplementary planning documents (SPDs). This affords the documents 'material planning consideration' status in the decision-making process, but excludes them from the Local Plan timetable. The Wall and Wigginton Appraisals and Management Plans will form part of the evidence base for future reviews of the Local Plan.
- 3.6 The required consultation has been carried out and the Conservation Area Appraisals and Management Plans were presented at a meeting of Wall Parish Council Wednesday 16th May and Hopwas and Wigginton Parish Council on Thursday 7th June.
- 3.7 The representation responses have been duly considered and all relevant amendments incorporated into the final documents. The representations and responses are contained within Appendix A of this report, the proposed boundary changes are outlined in the map in appendix B and the buildings to be added to the Register of Buildings of Special Local Interest within Appendix C of this report.
- 3.8 The proposals have been considered by the Economic Growth, Environment and Development (Overview & Scrutiny) Committee on the 12th November and by Cabinet on 4th December.
- 3.9 Prior to the Cabinet meeting, the Clerk to Wall Parish Council repeated the Parish Council's concerns about the removal from the conservation area of the field behind The Butts. These concerns were raised initially at consultation stage and are addressed on page 8 of Appendix A. The Parish Council's e-mail requested that part of this area was retained within the Conservation Area. The full text of the e-mail and the plan showing the area the Parish Council wish to be retained are included in Appendix D. In summary the Parish Council are concerned that while the area is designated Green Belt they do not consider that this provides protection against the construction of large agricultural buildings so they consider that Conservation Area status does provide some added protection against development.
- 3.10 The Parish Council therefore conclude that Conservation Area protection gives greater strength to prevent development when compared to Green Belt designation, however, this is not the case. As set out in Appendix A, Green Belt designation is very restrictive. The examples cited of major development at Wall Island, Deans Slade Farm and Cricket Lane are not comparable. These sites were either removed from the GB (via the LP) or given planning permission for very special/exceptional circumstances to deliver large scale sustainable growth for the District. The housing element formed

logical sustainable extensions to the city, whereas Wall Island made re-use of brownfield land adjacent to existing commercial development. Further reference is made by the Parish Council to harmful agricultural development in the Green Belt, which they state can be erected under Permitted Development. Whilst considered to be an 'appropriate' Green Belt use, all agricultural development would be required to apply for siting and design under the prior approval system. Any development in this field would impact on the Green Belt's openness; the Scheduled Monument and the setting of the Conservation Area which in the opinion of the District Council's Officers would set a very high bar with significant controls to prevent development.

- 3.11 Furthermore, as the land in question is part of the Scheduled Monument, any ground works would require Scheduled Monument Consent which can only be granted by Historic England. Scheduled Monument designation provides the highest level of protection for any element of the historic environment. The Friends of Letocetum support our proposed changes (see Appendix A) and do not share the view of the Parish Council that the changes would erode protection for the Historic Monument or Wall's historic environment.
- 3.12 Finally, the existing boundary follows no logical field boundary (it is likely that it once followed a hedge which has since been removed) and the boundary proposed by the Parish Council would also not follow. The best practice advice for Historic England is to use defensible/physical boundaries wherever possible therefore to retain this field in the conservation area or to include the area proposed by the Parish Council would run counter to this advice.
- 3.13 The removal of this parcel of land from the conservation area and the various consultation responses to this was considered by Overview and Scrutiny. Furthermore the Parish Council's concerns were verbally reported to Cabinet who considered that the boundary changes proposed by the officers of the District Council in this report, including the removal of this parcel of land, were appropriate and were therefore supported.

Alternative Options	<ol style="list-style-type: none"> 1. The alternative option is not to undertake conservation area appraisals. This would weaken the local planning authority's ability to seek to preserve or enhance the special character and appearance of the area when considering planning applications. 2. An alternative would be not to carry out such robust public consultation. This is not considered to be best practise and the final documents would not carry the same amount of weight in the planning process.
Consultation	<ol style="list-style-type: none"> 1. The proposals have been considered by the Economic Growth, Environment and Development (Overview & Scrutiny) Committee on the 12th November and they resolved; <ul style="list-style-type: none"> • That the Committee notes the results of the consultation as per Appendix A of this report, supports the final appraisal and management plans and recommends them to be submitted to the Cabinet and Full Council for approval. • That the Committee supports the proposed boundary changes to the Conservation Areas as shown on the maps in Appendix B and recommends them to be submitted to the Cabinet and Full Council for approval. • That the Committee supports the proposal to add the properties

	<p>listed in Appendix C of this report to the Register of Buildings of Special Local Interest and recommends these additions to the Register, to be submitted to the Cabinet and Full Council for approval.</p> <p>2. It is accepted best practise that involving the local community in evaluating what makes an area special, and where the boundaries of a conservation area should be drawn, is integral to the appraisal process. To this end a robust method of public consultation was followed which comprised the following</p> <ul style="list-style-type: none"> • seeking permission from the Cabinet to consult on the proposed new conservation area and a draft Appraisal and Management Plan; • a 6 week consultation period, including letters to all residents residing within, and adjacent to, the relevant conservation area, the Parish Council, Ward Members, local civic groups and agents, with documents being made available over the internet and paper copies provided on request; • presentation of the proposals and document at a public meeting, generally a meeting of the relevant Parish or Town Council; • full consideration of representations received and amendment of the proposals, as necessary; • a report to Overview and Scrutiny (Economic Growth, Environment and Development), taking on board comments received, and recommending whether or not to designate the conservation area and if the recommendation is positive, seeking approval of the revised document; • if agreed, the report and document are returned to Cabinet and subsequently Full Council for formal ratification.
Financial Implications	<ol style="list-style-type: none"> 1. The cost of production of the documents and consultation exercises will be met from existing budgets. 2. The implementation of recommendations in the management plan will either utilise existing resources and existing budgets or be funded from external bodies.
Contribution to the Delivery of the Strategic Plan	<ol style="list-style-type: none"> 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 heritage.
Equality, Diversity and Human Rights Implications	<ol style="list-style-type: none"> 1. In creating documents which contribute to the understanding and management of this conservation area, the Council is seeking to preserve and enhance this area for all future generations.
Crime & Safety Issues	<ol style="list-style-type: none"> 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).

	Risk Description	How We Manage It	Severity of Risk (RYG)
A	Draft appraisal and management plans may not stand up to testing at appeal	By means of thorough consultation, based on best practice with robust processes, we can minimise the risk of challenge.	Yellow
B			
C			
D			
E			

Background documents

- Final draft conservation area appraisal and management plan for Wall
- Final draft conservation area appraisal and management plan for Wigginton

Consultation representations and responses

Wall Conservation Area

Comment Ref	Consultee	Paragraph	Comments	Response
WACAA1	Mr P. Young (Parish Clerk, Wall Parish Council)	1	Consultation response from Wall Parish Council Wall Parish Council welcomes the recognition and protection given to the Wall Conservation Area as an area of “special architectural or historic interest the character and appearance of which it is desirable to preserve or enhance”.	These comments are noted and welcomed. No amendments are proposed.

		2	<p>Section 1 - Appraisal</p> <p>The Wall Scheduled Monument site is of national importance and its historic significance forms a major element in the justification of the Conservation Area status. The Appraisal should therefore include:</p> <ul style="list-style-type: none"> • greater detail on the Scheduled Monument • how the Scheduled Monument relates to the Conservation Area • how Conservation Area policies will assist in enhancing and preserving the Scheduled Monument • how Scheduled Monument policies complement Conservation Area policies. In particular, the Plan showing the boundary of the Conservation Area should have superimposed upon it the boundary of the Scheduled Monument site, in order to show the inter-relationship between the two. 	<p>The settlement of Wall is considered to be of sufficient special architectural and historic interest to merit designation as a conservation area. The Roman history of the site gives it additional interest but is only one of a number of factors leading to its designation. Greater detail will be included on the Scheduled Monument in Appendix C. This will include the full scheduling description as well as information provided by Historic England regarding Scheduled Monuments. It should be clarified that there is no legal or planning policy related relationship between scheduled monument and conservation area designations. They are covered by different legislation (Ancient Monuments and Archaeological Areas Act 1979 and Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended) respectively). Proposals to designate new scheduled monuments or conservation areas, to amend the boundaries of existing scheduled monuments and conservation areas and applications for works affecting scheduled monuments and conservation areas are processed by two separate bodies (Historic England and the Local Planning Authority respectively). Therefore conservation area policies will not help in enhancing and preserving the scheduled monument. They can only help to preserve or enhance the conservation area itself. A map showing the scheduled monument boundary with the proposed conservation area boundary will be included in the document at section 11 to show the physical inter-relationship of the two.</p>
--	--	---	---	---

		3	Section 1 should also include reference to the Green Belt and the level of planning protection this affords.	<p>A reference to Green Belt will also be included in section 1.2. The text will read; <i>'It should be noted that the whole of the settlement of Wall falls within the West Midlands Green Belt. The fundamental aim of Green Belt policy is to prevent urban sprawl by keeping land permanently open; the essential characteristics of Green Belts are their openness and their permanence (NPPF 2018 para 133). '</i></p> <p>It should be noted that Green Belt legislation and policy is also separate from conservation area legislation and policy although applications for works within both designations are processed by the Local Planning Authority.</p>
		4	Para 1.6 The recognition of the importance of the re-used Roman stonework in the wall at Castle Croft fronting onto Watling Street is welcomed. This wall makes a positive contribution to the character of the Conservation Area and the protection against demolition provided by Conservation Area status is needed because, somewhat incongruously, this small section of the north side of Watling Street is not within the Scheduled Monument site.	These comments have been noted. It is proposed to include this section of wall on the local list. The schedule of properties in Appendix B will be updated to reflect this.
		5	The Plan as a whole would benefit from proof-reading to correct spellings, typos and punctuation errors etc. e.g. page 48 <i>"historic assets that are cleverly worthy of protection"</i> ; page 25 <i>"The major issue is to carefully manage any future development where it would be potentially crowd and physically impact on the value of the Roman remains and the character of the listed buildings"</i> ; and the two paragraphs on page 28 which are an exact repetition of text on page 18.	These comments are noted. The various errors will be corrected and the duplicate paragraphs removed.

		6	<p>Section 2 – Management Plan</p> <p>Action 1 The boundary of the current Conservation Area should remain unchanged.</p> <p>1. There is no reason to include the additional areas proposed:</p> <p>a. The houses at The Butts were built in the 1920's and 1950's and have little (if any) historic merit. They are not part of the Scheduled Monument site and have little impact on views or the main streetscene. Inclusion of these properties within the Conservation Area would impose unjustifiable and unnecessary planning restrictions on them by removal of certain permitted development rights, and with the additional burdens of requiring formal consent for any pruning or felling of trees etc.</p> <p>b. The land to the north of Castle Croft is an open field and it is inconsistent to propose adding this to the Conservation Area when elsewhere fields are proposed to be removed from the Conservation Area.</p> <p>c. The land to West of Wall Lane is mainly an undistinguished row of early 20th century terraced housing so there is little reason to add this to the Conservation Area. The existing Conservation Area boundary along Wall Lane provides a far more logical and clearly-defined boundary.</p>	<p>The comments in relation to the houses in The Butts have been noted and these properties are no longer proposed for inclusion in the Conservation Area.</p> <p>The land to the north of Castle Croft is proposed for inclusion as the physical boundary, presumably a hedge, which was present when the conservation area was designated in 1974 has now unfortunately been lost. Therefore in order to have a logical and legally defensible boundary to the conservation area it is necessary to move the boundary to the next physical boundary which is what has been proposed. It is intended to retain this amendment as proposed.</p> <p>Land west of Wall Lane. These comments have been noted and it is no longer proposed to include the land to the east of Wall Lane in the conservation area due to a number of consultees objecting to this part of the proposals. Conservation area designation would have provided some control over the erection of large agricultural building which appears to be favoured by the parish council in paragraph 8.</p>
--	--	---	---	--

		7	<p>2. There is no reason to remove any areas from the current Conservation Area. The Conservation Area provides a much needed and additional layer of protection against development, over and above that afforded by Scheduled Monument designation or Green Belt. The boundary of a Scheduled Monument can potentially be changed by English Heritage and so is not within local planning control. As regards Green Belt, the experience within Lichfield District is that it only protects land from small-scale development such as single dwellings or home extensions. When major development is proposed (such as 1,500 new houses on land bordering Wall to the south of Lichfield), then land is simply removed from Green Belt. Nor does existing Green Belt provide protection against large-scale commercial development. For example, on land north of Wall Island a major business park and its forthcoming extension have been granted consent, even though in full Green Belt and despite any policy for development of this site appearing in the Local Plan. Previously the Wyevale Garden Centre (including its many non-garden retail units) was granted consent just south of Wall Island, even though in confirmed Green Belt.</p>	<p>Of the three areas proposed for removal from the conservation area the area to the west of the Butts and to the south of Watling Street do not form part of the settlement and appear only to have originally included because they are within the scheduled area. However, as previously explained conservation area designation is entirely separate from scheduled monument designation so there is no justification to retain these two areas within the conservation area. In terms of the land to the north of The Butts, the boundary that existing when the conservation area was originally designated, presumably a hedge, has now been lost therefore in order to maintain a logical and legally defensible boundary the boundary has been moved to the closest physically definable boundary. Therefore it is still proposed to remove these areas from the conservation area.</p> <p>It should be noted that conservation area designation provides no additional layer of protection against development over and above that afforded by scheduled monument or green belt designation. Scheduled monument designation offers the highest level of protection that can be afforded to a heritage asset. It is at the discretion of Historic England (not English Heritage) to amend the boundary of the scheduled monument. The following advice has been provided by Historic England regarding amendments to scheduled monument boundaries.</p> <p><i>'In broad terms, any new review or amendment to the designation would need to be based on clear evidence; however this would not necessarily be brand new information. The monument at Wall is a Minor Enhanced Old County Number. This basically means it's an early scheduling (Wall was first scheduled in 1955 and amended in 1999) and the</i></p>
--	--	---	--	---

				<p>information on which it was based is probably not as detailed or comprehensive as some of our modern and more complex schedulings (https://historicengland.org.uk/listing/the-list/list-entry/1006108). It is therefore possible that there is additional information out there (new and historic archaeological evaluations, surveys, APs, antiquarian reports, field-walking results, amateur investigations etc.) which might not have been considered when it was originally scheduled (or later amended), and might be able to shed new light or provide clarification on its nature, extent and significance. Whilst that could result in an increase in the size of the scheduled area, it could just as easily result in a decrease – for example if investigations have proven that there is no archaeology or significance to a particular area.</p> <p>I'll caveat all of that by saying any change to the scheduled area would need clear and convincing justification and our Listing team would need an application (which can be done online) with all the relevant supporting information attached. Should an application for an amendment or new designation be proposed, our Listing Team would consult with the affected landowners, as well as us in the West Midlands Office and (I think) the County Archaeologist / HER. I'm not sure if they consult with the Parish Council or LPA - if you want to know for certain it would probably be worth dropping them a line (General Enquiry number is: 0370 333 0607 or by email: listing.enquiries@HistoricEngland.org.uk)'</p> <p>In terms of the comments on Green Belt the following advice has been received from our Spatial Policy and Delivery Team Manager. "Green Belts are given great importance at a national and local level. This importance does not mean development cannot occur within the Green Belt. However there significant policy hurdles to pass when allocating</p>
--	--	--	--	---

				<p><i>land, or applying for planning permission within the Green Belt. At the national level the National Planning Policy Framework (NPPF) contains a detailed section at paragraphs 133 – 147 relating to the importance of Green Belt. At the local level the council also have policy NR2 within the adopted Local Plan Strategy which seeks to support the national policy position.”</i></p>
	8	<p>It should also be noted that under the National Planning Policy Framework, new agricultural buildings, which may be both large and unsightly, are not classed as “inappropriate development” within the Green Belt. The Conservation Area designation is therefore a key factor in the control of such developments in the proximity of Wall village which might otherwise have a detrimental effect on the historic character of the village or the views from it.</p>		<p>This appears to contradict the request in paragraph 6 not to include the area to the east of Wall Lane where conservation area designation would provide the LPA with some degree of control over the erection of future agricultural buildings. It is no longer proposed to include the land to the east of Wall Lane in the conservation area due to a number of consultees objecting to this part of the proposals.</p>
	9	<p>Action 2 and Action 3 It is noted that an Article 4 direction (removing certain permitted development rights) can only apply to residential properties, and that these are listed in Appendix A. The list in Appendix A should not therefore include Wall Village Hall as it is not a residential property. Consideration should also be given as to whether The Trooper Inn would qualify as a ‘residential’ property, as it is also listed in Appendix A.</p>		<p>The Village Hall is proposed for Local Listing only as is The Trooper. Given that neither building is a residential dwelling and therefore not eligible for an Article 4. The schedule of properties in Appendix A will be corrected.</p>

		10	Action 4 The Council welcomes the list of buildings for 'local listing' given in Appendix B but the terminology of "local listing" is confusing with formal designation of Listed Buildings.	The term Local List is used nationally including by Historic England and by the Ministry of Housing, Communities and Local Government in its National Planning Policy Guidance. Appendix B explains the difference between the two designations. No amendments to the text are proposed.
		11	Action 5 Action 5b which is to "review and if necessary modify the management proposals" is too vague, particularly since the current Conservation Area has not been reviewed for over 40 years. This action point should therefore set out the frequency and timescale for future reviews.	The frequency and timescales of any future reviews of Wall Conservation Area is dependent on a number of factors, therefore it is not possible to set timetables for these. Lichfield District Council currently has 21 conservation areas and has a rolling programme of Conservation Area Appraisals and Management Plans which started in 2008 and is due for completion in 2019/20 at which point it will start reviewing each conservation area again. No amendments to the text are proposed.
		12	Action 6 states that, "The Council will ensure that all proposed advertisements accord with policy set out in the emerging Local Plan". The Local Plan was adopted by Lichfield District Council in February 2015, so the word "emerging" should be deleted.	The text will be amended to reflect the current position on the Local Plan.
		13	Action 7 As for Action 6, the reference should be to the Local Plan which has already been adopted, and not the "emerging Local Plan".	The text will be amended to reflect the current position on the Local Plan.
		14	Action 8 Para 2.3.1 on page 40 refers to "works to historic buildings within Drayton Bassett Conservation Area" and appears to have been 'cut and pasted' from some other Conservation Area Plan. It would be helpful if the Wall Conservation Area Plan referred only to Wall and not to any other villages in the District.	This is an oversight and the text will be corrected.

		15	In order not to unduly raise expectations of the grant funding which owners of properties within the Conservation Area can apply for, it would be useful to set out in Action 8 the level of such funding which is available annually within the District	Section 2.3.1 reads: <i>'The Council currently administers a small grants scheme available for works to historic buildings which are considered to be at risk.'</i> The text will be amended to read: <i>'The Council currently administers a small grants scheme (giving grants of 25% of the total cost of eligible works, up to a maximum of £5,000) available for works to listed buildings which are considered to be at risk.'</i>
WACAA2	Friends of Letocetum)	1	<p>Comments from Friends of Letocetum who manage Wall Roman Site & Museum on behalf of National Trust and English Heritage</p> <p>The Friends of Letocetum is a voluntary group that mans the Museum at Wall and publicises and promotes awareness of the Roman baths and mansio and other archaeological remains in Wall. We welcome the recognition given by the document to the archaeological importance of Wall.</p>	These comments are noted and are welcomed. No amendments are proposed to the document.
		2	<p>1.4 Location and Setting</p> <p>We welcome the statement about the importance of views across the mansio and bath house to the church.</p>	These comments are noted and are welcomed. No amendments are proposed to the document.

		3	1.6 Architectural Quality and Built Form We welcome the statement about the tourism and educational importance of the archaeological remains. We welcome the statement about the importance of the reused Roman stonework forming part of the boundary between Castle Croft and Watling Street (pp21-22). We strongly urge that this wall should be retained because of the positive contribution it makes to the character of the Conservation Area.	These comments are noted and are welcomed. It is proposed to add this section of wall to the local list. The Schedule of properties in Appendix B will be amended.
		4	1.7 Public Realm, Open Spaces and Trees para 2: We strongly recommend that this be reworded to read: “ There are areas...” because its currently wording suggests that it relates to the features mentioned In the previous paragraph, which positively contribute to the character of the Conservation Area and do not require change or improvement. If there are considered to be areas which provide opportunities for change or improvement then they should be identified in the document.	The text will be re-worded to read: ‘ <i>There are also areas...</i> ’.
		5	11 Maps Both of these maps should show the extent of the scheduled monument because scheduling is mentioned in 1.3 as part of the significance of the Conservation Area, and because the extent of the scheduled area is slightly different from that of the Conservation Area.	Maps in section 11 will be amended to include the scheduled area

		6	<p>2.1.1 Boundary changes</p> <p>We acknowledge that the proposed boundary changes will result in a more logical boundary to the Conservation Area. We welcome the proposed extensions. We strongly recommend that it should be made clear that the proposed boundary changes to the Conservation Area do not affect the extent of the scheduled monument and that those areas of the scheduled monument which it is proposed to remove from the Conservation Area (north and east of The Butts, west of The Butts and south of Watling Street to the north of the A5 Wall Bypass) will remain subject to scheduled monument controls in addition to planning requirements. We note that while bullet point 3 under Action 1 says scheduled area, bullet points 1 and 6 do not acknowledge that they also refer to land is within the scheduled area. We therefore recommend that the words “scheduled area” be added to the descriptions in these bullet points. Because of the extent of the scheduled monument at Wall we strongly recommend that the document should contain information about scheduling (not just a website reference). Historic England should be asked for advice on appropriate wording.</p>	<p>Additional text will be added to clarify that the proposed changes will have no impact on the extent of the scheduled area or the protection it provides. The text will read; <i>‘It should be noted that the amendments to the conservation area boundary have no impact on the extent of the scheduled area or the protection it provides for the archaeological remains.’</i></p> <p>The text in Action 1 will be amended to read; <i>The District Council will amend the boundary of the Conservation Area in the following areas, as shown on maps in section 11;</i></p> <ul style="list-style-type: none"> • <i>Exclusion of the field to the west of The Butts, exclusion of the area to the North and East of The Butts and exclusion of land to the south of Watling Street to the North of the A5 Wall Bypass, all of which are included in the scheduled area.</i> • <i>Inclusion of land to North of Castle Croft, to follow the boundary from close to Littlefield House Cottage to Wall Lane</i> <p>An additional appendix (Appendix C) will be added which will include the full scheduling description and information about schedule provided by Historic England.</p>
		7	<p>We also recommend that the document should state that there are other archaeological remains outside the area of the scheduled monument and that archaeological works are likely to be required as a condition of planning permission.</p>	<p>Additional text will be included in section 1.2 to read; <i>‘While not directly related to planning policy much of the settlement of Wall is a Scheduled Monument. Furthermore there are likely to be archaeological remains outside of the scheduled area and archaeological works are likely to be required as a condition of any planning permission.’</i></p>

		8	<p>Schedule of properties for local listing</p> <p>We suggest that the Museum building, Watling Street, should be added to this list because of its long-standing association with the Roman remains. The boundary wall at Castle Croft as shown on page 22 should also be added to the local list as an example of the re-use of Roman masonry in the post- Roman period, which adds to the character and special interest of the area.</p>	The Museum building and the section of wall at Castle Croft will both be proposed for the local list. The schedule of properties in Appendix B will be amended.
WACAA3	<p>S A Shelley</p> <p>(local resident)</p> <p>17/5/18</p> <p>by e-mail</p>		<p>I attended the meeting at the village hall last night. I wish to state my objection to the proposed conservation changes I do not see the need to change what is in place If the main reason is establishing the boundary then they should be moved to the hedge and not moved to be near buildings Please take note of my objections your sincerely</p>	<p>These comments are noted. The Historic England document 'Conservation Area Designation, Appraisal and Management' states in paragraph 66 that; '<i>... in almost all situations the conservation area boundary runs around rather than through a space or plot. It will generally be defined by physical features and avoid for example running along the middle of a street...</i>' Where the physical boundary that once informed the location of the boundary of the conservation area has been lost and therefore the boundary cuts through the centre of a field, the boundary is proposed to be moved to follow the nearest physical boundary that is visible on the ground. The intention is to form a logical and legally defensible boundary.</p>
WACAA4	<p>Mrs A Perry</p> <p>(local resident)</p> <p>6/6/18</p> <p>By letter</p>		<p>I don't have access to a computer but I do wish to comment on the above.</p> <p>After attending the public meeting and hearing the proposals, I see no good reason for altering what is already in place. In particular the argument for changing the boundaries of the present conservation area seems an unnecessary exercise as the present boundary is easily defined.</p> <p>As for including the houses in The Butts, Manor</p>	<p>These comments are noted. The concern is that in some areas the present boundary is no longer easily defined. Where the physical boundary that once informed the location of the boundary of the conservation area has been lost and therefore the boundary cuts through the centre of a field, the boundary is proposed to be moved to follow the nearest physical boundary that is visible on the ground. The intention is to form a logical and legally defensible boundary.</p>

			<p>Cottages and a potato store, I think this may be acceptable depending on how the individual property owners feel.</p> <p>Please add my comments to the consultation.</p>	<p>The comments on the inclusion of areas are welcomed. Although it is no longer proposed to include the properties in The Butts or the properties and land to the east of Wall Lane within the conservation area.</p>
WACAA5	<p>W.J. & A.J.W. Ryman</p> <p>(local residents)</p> <p>4/6/18</p> <p>By letter</p>		<p>I wish to object to any changes in the existing boundaries and in particular the proposal to make the land and cottages to the East of Clay Pit lane a conservation area, this is a farm working area with a 1950's potato store, general farm use and farm cottages. This is certainly not an 'area of special architectural or historic interest the character and appearance of which it is desirable to preserve or enhance.'</p> <p>The existing Eastern edge of the area quite satisfactorily follows Clay Pit Lane in a straight Northerly Line and no change is justified.</p>	<p>The road referred to here is Wall Lane and only becomes Claypit Lane further north.</p> <p>It is no longer proposed to include the land to the east of Wall Lane in the conservation area due to a number of consultees objecting to this part of the proposals.</p>
WACAA6	<p>J.C & V.J. Hollins</p> <p>(local residents)</p> <p>18/5/18</p> <p>by letter</p>		<p>With reference to the above mentioned draft plan, my wife and I attended the Annual Parish of Wall meeting held on 16th May 2018 and listened with interest to the address by Claire Hines and her colleague from the conservation department of the district council.</p> <p>Our views are as follows:</p> <ol style="list-style-type: none"> With reference to the proposal to move the boundary to within yards of the existing roman site is totally wrong. It does not preserve or enhance the site in any way and in fact removes a layer of protection to the field to the north of the site below which I am led to believe are the remains of the old roman village. We understand that concern has been raised by the fact that the existing conservation boundary 	<p>The amendments to the conservation area boundary will not affect the scheduled monument designation and will not remove any protection from the archaeological remains of the Roman settlement. Conservation area designation is intended to protect the character and appearance of an area and not to protect archaeological remains which in this instance have the highest level of protection as a scheduled monuments. In the case of the area to the north of The Butts we cannot move the boundary outwards as the next field boundary is far too far north so we have proposed instead to follow the edge of the built development which is common in conservation area designations.</p> <p>Comments regarding areas to the west, south and</p>

			<p>now runs across open fields with no obvious boundary. Apparently in the past the boundary followed hedge rows but these have been removed to make larger fields. We therefore suggest that instead of reducing the area, it be extended outwards to the next hedgerow, which not only protects the area, it also gives a clear indication of the boundary.</p> <p>b. The area to the west along the A5 could, we feel be reduced without detrimental effect. We have no observations about the boundaries to the south and east.</p> <p>c. The other observation we wish to make is to leave the existing boundaries as they are as they appear to have worked well for quite a number of years. If a thing is not broken, why mend it, and that appeared to the opinion of the majority of persons and the previously named meeting.</p>	<p>east are noted.</p> <p>In terms of leaving the boundary where it is. LPA's are required under the legislation to review their conservation areas from time to time and when we do we have to review the boundaries. Conservation areas are not stagnant and do change over time so the proposed boundary changes reflect this.</p>
--	--	--	--	---

Wigginton Conservation Area

Comment Ref	Consultee	Comments	Response
WICAA1	Mrs M. Jones (Clerk to Wigginton and Hopwas Parish Council)	Wigginton and Hopwas Parish Council are supportive of the Plan and grateful that it has been re-evaluated and updated since the previous version has been in place for many years. It is appreciated that this has provided an opportunity to engage local people with the character and appearance of their community.	<p>The comments in the first to fifth paragraphs are noted.</p> <p>In line with comments in the 6th paragraph the text on page 9 will be amended as follows; 'The village does not have a clear centre but landmarks and focal points include Wigginton Manor, St Leonards Church and Post Office Farmhouse on the corner of Main Road and</p>

	<p>20/6/18 by e-mail</p>	<p>The Parish Council notes the pressure from development on the parish and feels the plan will offer some protection against coalescence with Tamworth by continuing Wigginton's designation as a heritage asset.</p> <p>It welcomes the emphasis on preserving the rural nature of Wigginton's setting and the key views into and out of the village.</p> <p>The conservation area will remain very similar to the existing area, with minor changes to the boundary, and there is no objection to these changes.</p> <p>The information on the special character and appearance is of great interest to anyone connected to Wigginton. It points out matters that local people may just take for granted, including its hilltop location linear form, and views; it also gives information about the historic hollow way and shifted medieval settlement that may not be well known to some. It is important to protect this historic area from development as there may be a future opportunity for archaeological investigation.</p> <p>It could perhaps be noted that the small triangular grassed area on which the war memorial is sited is a similar feature to that found in other local villages, such as Comberford and Hopwas.</p> <p>We would point out that the reference to Wigginton Fields Farmhouse on page 12 should be amended to Wigginton Manor, as Wigginton Fields is beyond the village on the road to Harlaston.</p> <p>Other minor points to note - the sentence about the brick wall at the top of page 20 isn't complete and on page 28 of the management plan, there is no conclusion to the final</p>	<p>Syerscote Lane. They also include the small open space with the War Memorial at the junction of Main Road and Comberford Lane which is a feature in common with other nearby settlements including Comberford.'</p> <p>The amendment proposed in the seventh paragraph will be included.</p> <p>In respect of the eighth paragraph, the sentence on page 20 will be amended as follows; 'The substantial brick wall that runs along the east side of Main Road north of Manor Cottages is an important feature of the conservation area and positively contributes to the streetscene.'</p> <p>The sentence on page 28 (p29 in the final version) will be amended as follows; '- to the north of the conservation area the boundary will be amended to include the whole of the site associated with Wigginton Manor Farm.'</p> <p>The comments in the ninth to eleventh paragraphs are noted.</p>
--	-------------------------------------	---	---

		<p>sentence in Action 1. Small amendments would serve to clarify these points.</p> <p>The Parish Council supports the action points in the Management Plan, and particularly Action 6. This reflects policy WHC3 in the Wigginton, Hopwas and Comberford Neighbourhood Plan which stresses the importance of protecting the heritage assets of the parish.</p> <p>Wigginton and Hopwas Parish Council has no objection to the inclusion on Lichfield's Local List of the buildings referred to in Appendix B, as this will protect against unauthorised changes that may affect the conservation area. Residents occupying such properties will have the opportunity during the process of appraisal to submit their own views on such an inclusion.</p> <p>The Parish Council supports the draft document and looks forward to its final adoption. Should there be significant amendments made following public feedback we would be grateful to see these and have a further opportunity to comment.</p>	
WICAA2	<p>Mr P. Boland</p> <p>(Historic Places Advisor, Historic England)</p> <p>28/6/18</p> <p>by e-mail</p>	<p>Thank you for consulting Historic England on the above draft appraisal. Whilst recognizing that the local planning authority is responsible for conservation area designation you may wish to note the following observations.</p> <p>The Appraisal follows a logical format that is fully in line with national guidance. There is a clear articulation of the conservation areas special interest, its buildings, the contribution made by open spaces, trees and other vegetation and of views to the adjacent rural landscape setting. There is a succinct and insightful analysis as to how all of this this currently contributes to the areas character and appearance.</p>	<p>The comments are noted and the proposed spelling correction will be carried out.</p>

		<p>Both positive and negative aspects of the conservation area are carefully itemized and clear prescriptions for management are suggested. The conservation area boundary changes suggested have equally clearly been arrived at after thoughtful analysis.</p> <p>As a very minor observation please note the incorrect use of the word “compliment” rather “complement” throughout the document.</p> <p>I hope you find these comments helpful.</p>	
WICAA3	<p>Julia Banbury</p> <p>(Principal Landscape Officer, Staffordshire County Council)</p> <p>25/6/18</p> <p>by e-mail</p>	<p>Please find below Staffordshire County Council’s Environmental Advice Team response to the Draft Wigginton Conservation Area Appraisal and Management Plans</p> <p>Historic Environment</p> <p>I am happy that the Historic Development section of the Appraisal has provided an appropriate overview which highlights the archaeological interest of the Conservation Area and its setting. For clarity page 7 bullet point 2 may wish to specify that the earthworks in question relate to both fossilized agricultural evidence and former settlement.</p> <p>Page 6: to assist users of the document to find the Staffordshire Historic Environment Record it is advise that the web-link be changed to www.staffordshire.gov.uk/historic-environment-record</p> <p>Ecology</p> <p>No comments</p> <p>Landscape</p>	<p>The bullet point on page 7 will be amended as follows; ‘There is a strong relationship between the village and the surrounding field pattern and surviving earthworks which provide fossilised evidence of agriculture and former settlement.’</p> <p>The web-link on page 6 will be amended accordingly.</p> <p>All the other comments are noted.</p>

No comments

Rights of Way

We welcome the information within the plan and would encourage that recognition is given to improve accessibility on the walking and cycling networks throughout the Parish. However, there needs to be some recognition that this coincides with reduced funding for rights of way work and there will be an increased need for parishes to become more heavily involved in the maintenance of their local path network.

The desire to increase the levels of physical activity is also welcomed and the public rights of way network should be integral to any schemes that are developed to promote this. The Rights of Way team would be happy to provide advice and work together on any schemes which benefit through improvements to the path network.

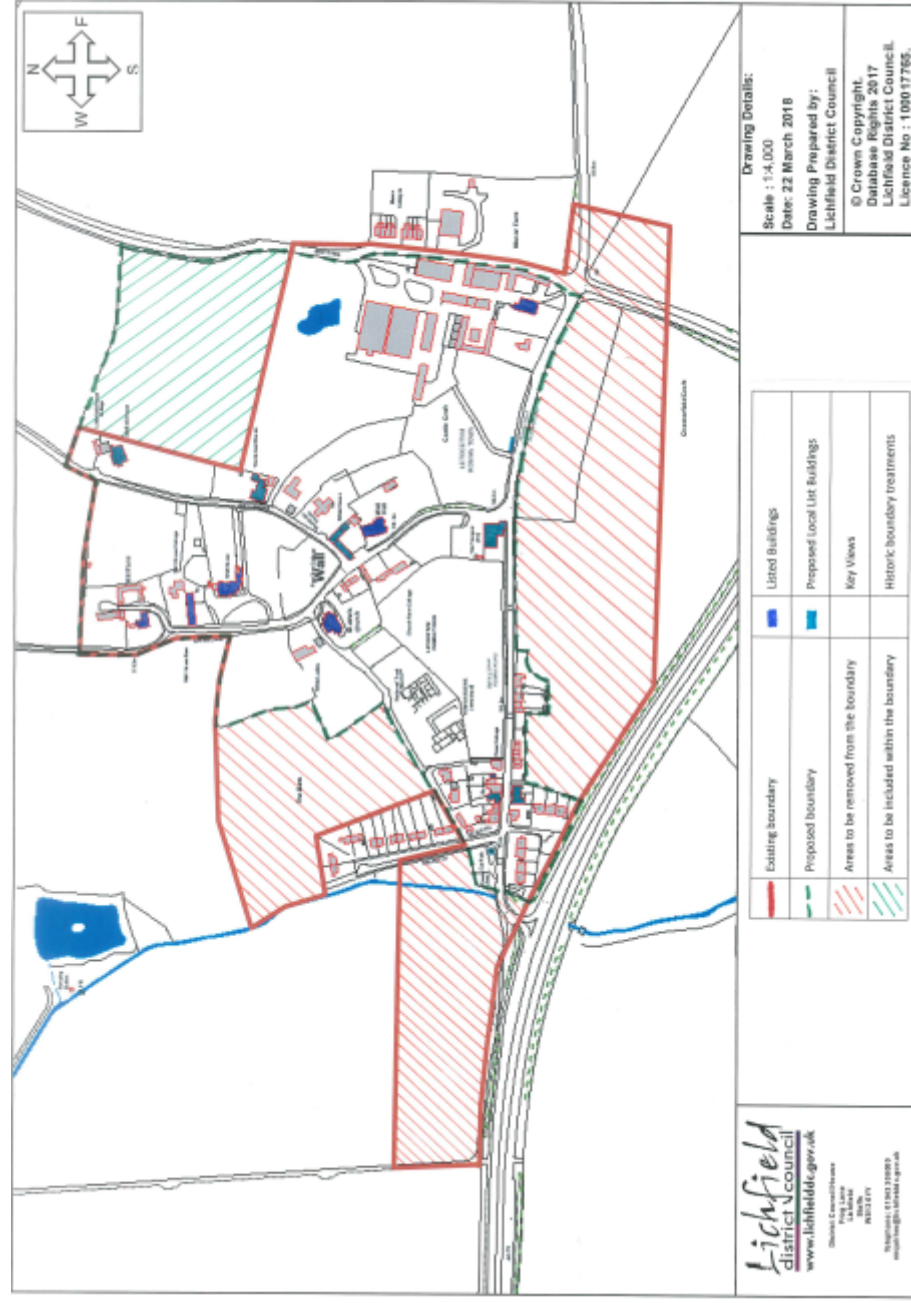
The Parish Council should also encourage developers to enhance the existing path network where possible in line with Staffordshire County Council's Rights of Way Improvement Plan. This could include the creation of public bridleways or the upgrading of public footpaths to bridleways to improve provision for horse riders and cyclists. The creation and promotion of short circular walks to promote the health benefits of walking the replacement of stiles with gaps (where there are no stock) or gates (where there are) in line with Staffordshire County Council's Least Restrictive Principle for path furniture. The County Council is able to provide further advice and guidance as and when required.

Appendix B

Maps and schedule of boundary changes

Wall Conservation Area

The proposed boundary changes are shown on the map below and described in the schedule. The rest of the boundary is unchanged.

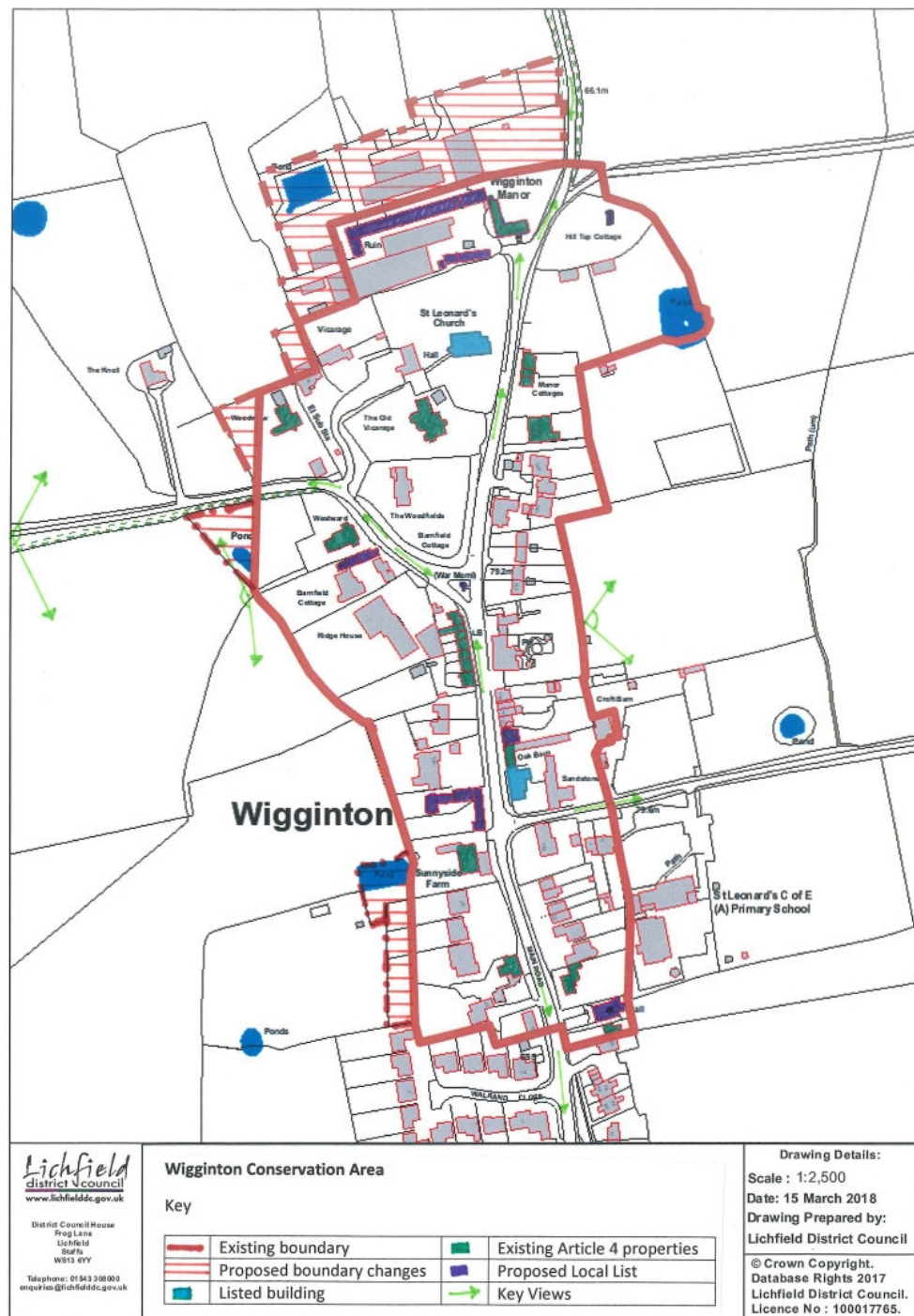


Schedule of boundary changes

- Removal of the field to the west of The Butts
- Exclusion of the scheduled area to the North and East of The Butts
- Inclusion of land to North of Castle Croft, to follow the boundary from close to Littlefield House Cottage to Wall Lane
- Exclusion of land to the south of Watling Street to the North of the A5 Wall Bypass.

Wigginton Conservation Area

The proposed boundary changes are shown on the map below and described in the schedule. The rest of the boundary is unchanged.



Schedule of Boundary changes

- to the west of the conservation area the boundary will be amended to include all of the rear gardens of numbers 93, 95 and 97 Main Road and Sunnyside Farm.
- on Comberford Lane the boundary will be amended to include the whole field adjacent to Westward and the whole of the garden of Woodview and the whole of the rear garden of Churchlands.
- to the north of the conservation area the boundary will be amended to include the whole of the site associated with Wigginton Manor Farm.

Appendix C

Schedule of properties proposed for addition to the Local List

Wall Conservation Area

Road	Property or structure
The Butts	K6 Telephone Kiosk
Green Lane	Pear Tree Cottage
Market Lane	School House Littlefield House
Watling Street	The Trooper Inn The Seven Stars, 12 Watling Street Wall Village Hall Stone wall to north side of Watling Street English Heritage Museum

Wigginton Conservation Area

Road	Properties
Main Road	Wigginton Village Hall 84 86 (Wigginton Cottage) 91 99 (Sunnyside Farm), 101 (The Secret House)

	103 Oak Barn 108 (The Old Police House) Numbers 111, 113, 115, 117, 119, 121 & 123 (Poplar Cottage) War Memorial The Old Vicarage 146 Numbers 150 & 152 Wigginton Manor Range of barns to the north-west of Wigginton Manor Range of barns to the south-west of Wigginton Manor Hill Top Cottage
Syerscote Lane	Oak Barn
Comberford Lane	Barnfield Cottage Westward Woodview

Appendix D

E-mail from Wall Parish Council

From: Wall Parish Council
Sent: 27 November 2018 16:11
To: Hines, Claire
Cc: Coghlan, Sean
Subject: RE: Wall Conservation Area Appraisal

Hello Clare (and Sean)

The proposed boundary to the Wall Conservation Area was considered at the meeting of Wall Parish Council on 21 November.

As you know from our Parish Council meeting in May there was a very large number of residents in attendance and particular concern was expressed about the proposed removal from the Conservation Area of the field behind The Butts, and this was supported in the subsequent comments from the Parish Council that the boundary of the Conservation area should remain as at present.

The proposal put forward to the Economic Growth, Environment and Development Overview & Scrutiny Committee on Monday 12 November involves removal of very large areas from the current Conservation Area.

The Council remains concerned in particular that the area behind The Butts is to be removed from the Conservation Area. It therefore requests that the area (shown in yellow on the attached plan) is retained within the Conservation Area.

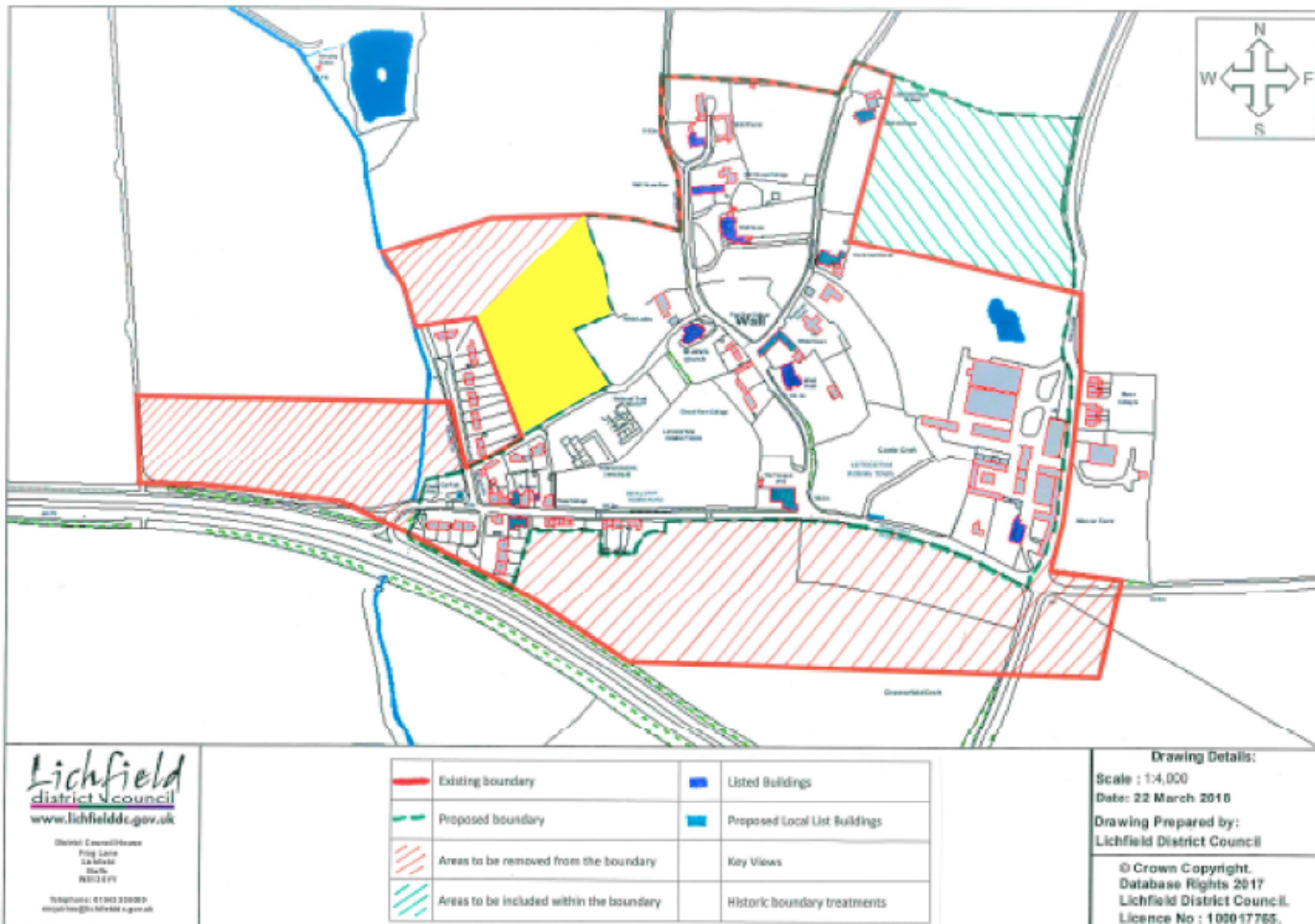
Page 250 This area is currently in Green Belt, which provides some protection against development, but Green Belt status is no protection against large agricultural buildings, and also (as mentioned in our consultation comments) Green Belt status seems to prevent only small scale development such as summerhouses and house extensions. If a major development is proposed, then it is either granted permission even though in Green Belt (e.g. Wall Island Office development) or land is removed from Green Belt (e.g. 1,500+ new houses south of Lichfield).

The Council therefore considers that Conservation Area status does provide some added protection against development and would ask that the area shown in yellow on the attached plan [see below] is not removed from the Wall Conservation Area.

I would be grateful if this request is communicated to members of the Cabinet/Council prior to them considering accepting the recommendation from the Economic Growth, Environment and Development Overview & Scrutiny Committee.

Regards,

Peter Young
Parish Clerk
Wall Parish Council



This page is intentionally left blank

DESIGNATION OF NEW CONSERVATION AREA IN DRAYTON BASSETT

Report of Councillor I. Pritchard, Cabinet Member for Economic Growth, Development and Environment



Date: 18th December 2018
Agenda Item: 14
Contact Officer: Claire Hines
Tel Number: 308188
Email: Claire.hines@lichfielddc.gov.uk
Key Decision? NO
Local Ward Members Bourne Vale ward - Cllr Brian Yeates;

COUNCIL

1. Executive Summary

- 1.1 To inform Council of the results of the consultation on the proposed new conservation area at Drayton Bassett and to request Council's approval of the designation of this new conservation area; to request Council's approval of the final appraisal and management plan; and to request Council's approval for the proposed additions to the Register of Buildings of Special Local Interest.

2. Recommendations

- 2.1 That Council notes the results of the consultation as per Appendix A of this report and approves the designation of a new Conservation Area in Drayton Bassett as shown in Appendix B.
- 2.2 That Council notes the results of the consultation as per Appendix A of this report and approves the final appraisal and management plans.
- 2.3 That Council notes the properties proposed for addition to the Register of Buildings of Special Local Interest as listed in Appendix C of this report and approves these additions to the Register.

3. Background

- 3.1 Under Section 69(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 the local planning authority;
- ‘(a) shall from time to time determine which parts of their area are areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance, and
- (b) shall designate those areas as conservation areas.’

Following discussions with both the Drayton Bassett Parish Council and Tamworth and District Civic Society, the Conservation and Urban Design Team carried out an assessment of the village and considered that there was an area of sufficient historic and architectural interest that warranted designation as a conservation area.

The restrictions following designation as a conservation area are as follows;

- Local Authorities are required by S72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to pay special attention to the desirability of preserving or enhancing the character or appearance of conservation areas when drawing up plans or considering development proposals both within the designated area and outside it if they would affect the setting or views into or out of it.
- The conservation area is considered to be a designated heritage asset under the NPPF therefore there is a national presumption in favour of their conservation.
- There are some restrictions on permitted development rights where development might be visible from the public domain.
- Planning permission is required for the demolition of a building in a conservation area. It remains a criminal offence to fail to obtain planning permission prior to demolition.
- Under S211 of the 1990 Planning Act anyone proposing to cut down, top or lop a tree within a conservation area (with the exception of trees under a certain size, or those that are dead, dying or dangerous) is required to give 6 weeks notice to the local planning authority. The purpose of this requirement is to give the authority the opportunity to make a tree preservation order which then brings any works permanently under control.

An appraisal of the area was carried out and a draft conservation area appraisal and management plan was written. Following public consultation the draft was amended accordingly and a final draft has been produced.

The proposals have been considered by the Economic Growth, Environment and Development (Overview & Scrutiny) Committee on the 12th November and they resolved;

That the Committee notes the results of the consultation as per Appendix A of this report and supports the designation of a new Conservation Area in Drayton Bassett as shown in Appendix B and recommends submission to the Cabinet and Full Council for approval.

That the Committee notes the results of the consultation as per Appendix A of this report and supports the final appraisal and management plans and recommends submission to the Cabinet and Full Council for approval.

That the Committee notes the properties proposed for addition to the Register of Buildings of Special Local Interest as listed in Appendix C of this report and supports these additions to the Register, and recommends submission to the Cabinet and Full Council for approval.

The proposals have also been considered by Cabinet on the 4th December and were supported.

Alternative Options	1. The alternative option is not to designate the conservation area. This would not allow the local planning authority to seek to preserve or enhance the special character and appearance of the area when considering planning applications.
Consultation	<p>1. The proposals have been considered by the Economic Growth, Environment and Development (Overview & Scrutiny) Committee on the 12th November and they resolved;</p> <p>That the Committee notes the results of the consultation as per Appendix A of this report and supports the designation of a new Conservation Area in Drayton Bassett as shown in Appendix B and recommends submission to the Cabinet and Full Council for approval.</p>

	<p>That the Committee notes the results of the consultation as per Appendix A of this report and supports the final appraisal and management plans and recommends submission to the Cabinet and Full Council for approval.</p> <p>That the Committee notes the properties proposed for addition to the Register of Buildings of Special Local Interest as listed in Appendix C of this report and supports these additions to the Register, and recommends submission to the Cabinet and Full Council for approval.</p> <p>2. It is accepted best practise that involving the local community in evaluating what makes an area special, and where the boundaries of a conservation area should be drawn, is integral to the appraisal process. To this end a robust method of public consultation was followed which comprised the following</p> <ul style="list-style-type: none"> • seeking permission from the Cabinet to consult on the proposed new conservation area and a draft Appraisal and Management Plan; • a 6 week consultation period, including letters to all residents residing within, and adjacent to, the relevant conservation area, the Parish Council, Ward Members, local civic groups and agents, with documents being made available over the internet and paper copies provided on request; • presentation of the proposals and document at a public meeting, generally a meeting of the relevant Parish or Town Council; • full consideration of representations received and amendment of the proposals, as necessary; • a report to Overview and Scrutiny (Economic Growth, Environment and Development), taking on board comments received, and recommending whether or not to designate the conservation area and if the recommendation is positive, seeking approval of the revised document; • if agreed, the report and document are returned to Cabinet and subsequently Full Council for formal ratification.
Financial Implications	<ol style="list-style-type: none"> 1. The cost of production of the documents and consultation exercises was met from existing budgets. 2. The implementation of recommendations in the management plan will either utilise existing resources and existing budgets or be funded from external bodies. 3. The designation of a new conservation area will result in a small increase in the number of planning applications received and the number of tree applications received. Both these increases will be very minor and can be accommodated with the existing resources.
Contribution to the	<ol style="list-style-type: none"> 1. These proposals support the aims of the District Council's Strategic Plan 2016

Delivery of the Strategic Plan	-20 to be a clean, green and welcoming place to live and specifically to maintain and enhance our heritage.
Equality, Diversity and Human Rights Implications	1. In designating a new conservation area and creating documents which contribute to the understanding and management of this conservation area, the Council is seeking to preserve and enhance this area for all future generations.
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).

	Risk Description	How We Manage It	Severity of Risk (RYG)
A	Failure to designate the new conservation area	The historical and architectural character of the area will not be recognised and not be protected.	Yellow
B	Designation of conservation area but failure to adopt appraisal and management plan.	Without adoption of the appraisal and management plan there is no demonstrable basis on which the decision to designate the area has been made on.	Yellow
C			
D			
E			

Background documents <ul style="list-style-type: none"> Map of proposed Drayton Bassett Conservation Area Final draft conservation area appraisal and management plan
--

Appendix A

Consultation representations and responses

Drayton Bassett Conservation Area

Comment Ref	Consultee	Comments	Response
DBCAA1	W. Spencer (Connectivity Strategy Officer, Staffordshire County Council) (E-mailed 15/03/18)	<p>We have considered the Drayton Bassett Conservation Area Appraisal and Management Plan and liaised with colleagues in our Community Liaison team. The report only really refers to public realm improvements from a transport planning point of view and that these are implemented to an appropriate standard which we would support.</p> <p>We have no further comments from a transport planning perspective at this stage but do wish to be kept informed if a Neighbourhood Plan is produced covering this area.</p>	These comments are noted. No amendments are proposed.
DBCAA2	D. Taylor (Historic Environment Advisor, Staffordshire County Council) (E-mailed 21/03/18)	<p>Thank you for consulting this office on the proposed designation of Drayton Bassett Conservation Area. Please find below the comments of the Environmental Advice Team.</p> <p>Historic Environment</p> <p>The proposed designation of Drayton Bassett Conservation Area is to be supported. With reference to Paragraph 1.5.1: Drayton Manor of the Conservation Area Appraisal, I would just note that whilst the moated site (HER record MST3720) is not marked on the first edition Ordnance Survey map substantial archaeological remains attesting to occupation of the site from the 11th to 14th-15th</p>	These comments are noted. It is proposed to amend the 4 th sentence to read. 'While the manor house does not appear on the first edition Ordnance Survey Map, substantial archaeological remains attesting to occupation of the site from the 11 th to 14 th -15 th centuries were recovered during excavations carried out in the late 1980s. A new manor house was built in the 16 th century on a new site to the north.'

		<p>centuries was recovered during excavations carried out in the late 1980s.</p> <p>Landscape</p> <p>The proposed Conservation Area Appraisal and Management Plan is supported.</p> <p>According to <i>Planning For Landscape Change</i> the proposed Drayton Bassett Conservation Area lies on the transition between the character types Lowland village Farmlands and Riparian Alluvial Lowlands in Trent Valley Washlands. <i>Planning For Landscape Change</i> derived a landscape policy objective of Landscape Restoration for the landscape to the south and east and west; Landscape Enhancement to the north. This indicates that many features characteristic of the Types have been lost, and to halt further deterioration there is a need to encourage new planting and management.</p> <p>Proposals in Action 7 are supported to maintain and contribute to the setting of the Conservation Area, at the same time projects that encourage positive management and enhancement of the landscape setting of the village would be welcomed.</p> <p>Rights of Way</p> <p>I have no comment to make regarding this Proposed Conservation Area as no public rights of way appear to be affected.</p> <p>Should you have any queries regarding the content of this letter, please do not hesitate to contact me and I look forward to receiving the amended documents in</p>	
--	--	---	--

		due course.	
DBCAA3	Anne Derby (Area Planner (West Midlands) Canal and River Trust) (E-mail 4/4/18)	Thank you for your consultation on the proposed designation of Drayton Bassett Conservation Area. I can confirm that the Trust have no comments to make in this instance.	These comments are noted. No amendments are proposed.
DBCAA4	K. Acton (resident) (E-mail 4/4/18)	<p>I note that the proposed Drayton Bassett conservation area does not include the historic site at the rear of St Peters Church in Old Manor Close? The redevelopment of this grassed area was declined when archaeologists found evidence of the ruins of the old Drayton Manor. It was deemed an historic site and planning permission for redevelopment was declined?</p> <p>It is therefore my recommendation that the grassed area known as the historical site located at the rear of St Peters Church in Old Manor Close also be included within the proposed conservation area?</p>	These comments have been noted. Following the request to include these areas, the proposed boundary was revised and all residents were re-consulted. The revised boundary now includes the area of land mentioned.
DBCAA5	Mr D. Biggs (Chairman, The Tamworth and District Civic Society) (e-mail 23/4/18)	<p>Dear Claire, It was very good to meet you and Ed Higgins at the Drayton Bassett Parish Council meeting re the proposed Conservation Area for the village on 20th March.</p> <p>As mentioned then, The Tamworth and District Civic Society hasn't actually received any correspondence or consultation from you on this matter since I e-mailed you below on 20th October 2017. We only knew about the council meeting and the current plan via the Parish Council. We still haven't received anything since we spoke to you on the 20th March.</p>	<p>These comments are noted. Following the request to include the school, the proposed boundary was revised and all residents were re-consulted. The revised boundary now includes the school and the neighbouring properties to ensure the boundary makes sense on the ground and is logical and defensible.</p> <p>TDCS were written to as part of the re-consultation, we received an e-mail response on 27/4/18 see DBCAA7.</p> <p>The incorrect date of demolition has been corrected.</p>

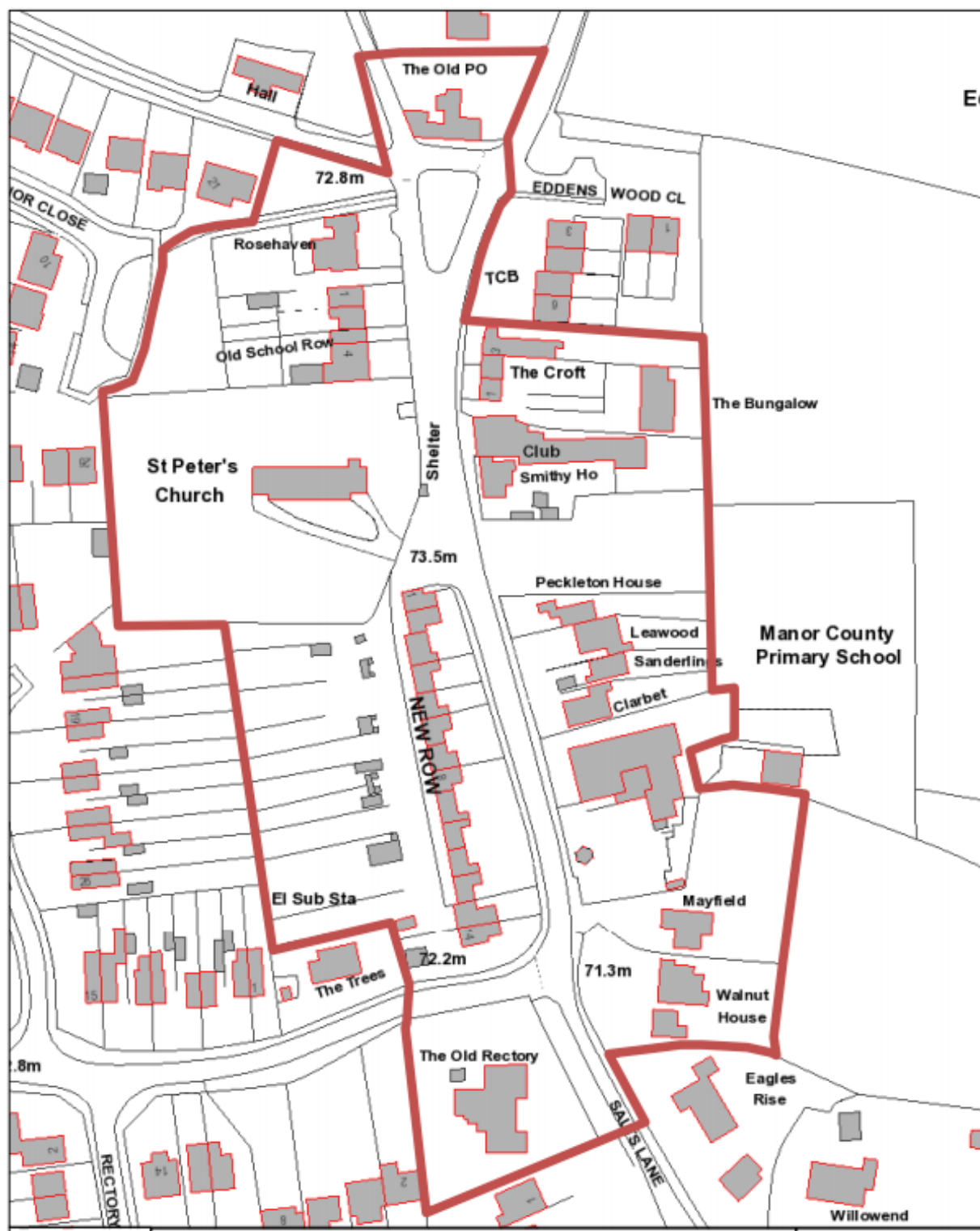
		<p>Can you please check your consultation list and e-mail addresses so that TDCS is included?</p> <p>As you know the suggestion of a Conservation Area originated from TDCS, with the support of parish councillors, so we are keen to be included in this worthy proposal to recognise, protect and enhance the historic core of Drayton Bassett village with a conservation area.</p> <p>As mentioned on the 20th we are happy with the plan for proposed Area except for the exclusion of the Manor School. Our TDCS Committee site visit on the 20th, in advance of the parish council meeting, strongly confirmed our opinion (expressed below on 9th October last) that the exclusion of the historic school buildings fronting the main road makes no sense geographically, historically, or visually, and furthermore that their exclusion would actually detract considerably and noticeably from the integrity and value of, the proposed Conservation Area now and in the future.</p> <p>Please note the formal submission and recommendation by TDCS that the school site - and certainly in so far as it includes the original school buildings - be included and incorporated within the proposed Conservation Area.</p> <p>I also take the opportunity to reiterate an error spotted in your supporting documentation. Drayton Manor, with the exception of the Clock Tower and Estate Office (which survive to this day) was demolished in 1926, not after WW2.</p> <p>We look forward to hearing from you please. Thank</p>	
--	--	--	--

		you.	
DBCAA6	Mr & Mrs Heath (residents) (e-mail 12/4/18)	<p>We wish to respond in relation to the proposed conservation area in the core of Drayton Bassett village.</p> <p>We believe this is an important and positive step forward which will preserve the character and integrity of the village centre and fully support the proposals.</p>	These comments are noted and welcomed. No amendments are proposed.
DBCAA7	Mr D. Biggs (Chairman, The Tamworth and District Civic Society) (e-mail 27/4/18)	Thank you for taking on board our TDCS comments about the school. We shall send a formal response to the revised consultation period in due course.	These comments were received following the re-consultation on the revised boundary which included the school. These comments are noted. We did not receive any further response from TDCS.

Appendix B

Map of proposed boundary for Drayton Bassett Conservation Area

Please note this map has been re-sized and is not to scale.



Appendix C

Schedule of properties proposed for addition to the Local List

Drayton Bassett Conservation Area

Road	Property or structure
Drayton Lane	1 – 14 New Row
	Walnut House
	3 Old School Row
	War Memorial

Gambling Act 2005 Draft Statement of Principles

Report of Chairman of Regulatory & Licensing Committee

Date: 18 December 2018
 Contact Officer: Sarah Bradley
 Tel Number: 01543 308138
 Email: Sarah.bradley@lichfielddc.gov.uk
 Key Decision? **YES NO (delete as appropriate)**
 Local Ward n/a
 Members



Full Council

1. Executive Summary

- 1.1 This report seeks approval from members to approve the draft Statement of Principles 2019 – 2022 attached at Appendix A.
- 1.2 The Statement outlines the principles Lichfield District Council will apply when exercising its functions under the Gambling Act 2005.

2. Recommendations

- 2.1 It is recommended that Members approve the draft Statement of Principles for adoption to commence January 2019.

3. Background

- 3.1 Under the Gambling Act 2005 the Council, as the Licensing Authority, is responsible for issuing and enforcing licences, permits and notifications under the Act.
- 3.2 Section 349 of the Gambling Act 2005 requires that the Licensing Authority shall, before each successive period of three years, prepare a Statement of Principles that they propose to apply in exercising their functions under the Act and they must publish that statement.
- 3.3 Lichfield District Council's current Statement of Principles has effect until 2019. The draft Statement has been reviewed and updated to produce a draft revised statement of principles. There have been no major changes in the legislation and no issues in Lichfield District since the last review 3 years ago. Therefore only minor revisions have been made to the statement, in line with the current guidance issued by the Gambling Commission.
- 3.4 The Act states that in preparing the Statement, the Licensing Authority shall consult with the Police, persons representing persons carrying on gambling businesses and those affected by such businesses.
- 3.5 The draft policy is compliant with the requirements of Section 349 of the Gambling Act 2005 and The Gambling Act 2005 (Licensing Authority Policy Statement (England and Wales) Regulations 2005, as well as the statutory guidance.
- 3.6 Section 154 of the Act provides that the function of revising the Statement may not be delegated to a Committee. This means that the decision to adopt a revised Statement must be made by full Council.

Alternative Options

1. The Committee could consider not consulting on the proposed draft policy; however this would not accord with good governance or best practice.

Consultation	<ol style="list-style-type: none"> 1. The public consultation period ran from 9th November until 7th December 2018, following approval from Regulatory & Licensing Committee on 8th November 2018. 2. The Head of Regulatory Services, Housing & Wellbeing together with the Chairman of Regulatory & Licensing Committee considered any responses received.
Financial Implications	<ol style="list-style-type: none"> 1. The policy includes details of the fees charged for the issuing of licenses which take into account the cost of processing, administering and compliance costs associated with the licence. 2. The fees are set by the Council under guidance issued by the Home Office with the approval of the Treasury and are reviewed annually.
Contribution to the Delivery of the Strategic Plan	<ol style="list-style-type: none"> 1. The policy will support objectives contained within the District Council's Strategic Plan 2016 -20. In particular, a vibrant and prosperous economy and healthy and safe communities.
Equality, Diversity and Human Rights Implications	<ol style="list-style-type: none"> 1. An equality Impact Assessment will be undertaken once the consultation process is complete.
Crime & Safety Issues	<ol style="list-style-type: none"> 1. The policy will assist the Local Authority is exercising its duties and responsibilities under the Gambling Act 2005 together with the Gambling Commission.

	Risk Description	How We Manage It	Severity of Risk (RYG)
A			State if risk is Red (severe), Yellow (material) or Green (tolerable) as determined by the Likelihood and Impact Assessment.
B			
C			
D			
E			

Background documents Appendix A – Draft Statement of Principles 2019 - 2022
Relevant web links https://www.gamblingcommission.gov.uk/for-licensing-authorities/GLA/Guidance-to-licensing-authorities.aspx



LICHFIELD DISTRICT COUNCIL

GAMBLING ACT 2005

Gambling policy statement (Statement of principles)

2019 – 2022

**LICHFIELD DISTRICT COUNCIL
GAMBLING ACT 2005 POLICY STATEMENT**

CONTENTS

Item	Page
Part A	
1. The licensing objectives	3
2. Introduction	5
3. Declaration	7
4. Responsible Authorities	7
5. Interested parties	7
6. Exchange of information	8
7. Equality and Diversity	8
8. Crime and Disorder Act 1998	8
9. Enforcement	9
10. Licensing authority functions	10
11. Having regard to the Licensing Objectives	10
Part B - Premises licences	
1. General Principles	12
2. Definition of Premises	12
3. Location	13
4. Duplication with other regulatory regimes	14
5. Conditions	14
6. Door Supervision	14
2. Adult Gaming Centres and Licensed Family Entertainment Centres	15
4. Casinos	16
5. Bingo Premises	16
6. Betting premises	16
7. Tracks	17
8. Travelling fairs	17
9. Provisional Statements	17
10. Reviews	18
Part C - Permits / Temporary & Occasional Use Notices	
1. Unlicensed Family Entertainment Centre gaming machine permits	19
2. (Alcohol) Licensed premises gaming machine permits	19
3. Prize Gaming Permits	20
4. Club Gaming and Club Machines Permits	21
5. Temporary Use Notices	22
6. Occasional Use Notices	22
7. Small society lotteries	23
8. Territorial applications	23
Appendix A – List of responsible authorities	25
Appendix E – Local Risk Assessments and Local Area Profile	27

Should any regulations/codes of practice or guidance impact upon the content of this document it will need to be amended at a later stage, bearing in mind resource implications for the authority. All references to the Gambling Commission's Guidance for local authorities refer to the Guidance published in September 2015

PART A

1. The Licensing Objectives

- 1.1. Under the Gambling Act 2005 (the Act) Lichfield District Council is the licensing authority for the District of Lichfield and licenses premises for gambling activities as well as granting various other gambling permits. In this document, unless otherwise stated, any references to the council are to Lichfield District Council Licensing Authority.
- 1.2. The Gambling Commission issues operators' licences and personal licences. Any operator wishing to provide gambling at certain premises must have applied for the requisite operator's licence and personal licence from the Gambling Commission before they approach the Council for a premises licence.
- 1.3. The council is responsible for licensing premises where gambling activities are to take place.
- 1.4. The council will carry out its functions under the Act and will aim to permit gambling in accordance with the three licensing objectives set out at Section 1 of the Act. The expectation is that gambling premises will ensure that the licensing objectives are met.

The three licensing objectives are:

- ***Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime***
 - ***Ensuring that gambling is conducted in a fair and open way***
 - ***Protecting children and other vulnerable persons from being harmed or exploited by gambling***
- 1.5. The Council will follow any regulations and statutory guidance issued in accordance with the Act and will have regard to any codes of practice issued by the Gambling Commission.
 - 1.6. When making decisions about applications for premises licences, the Council is bound by, and committed to, a statutory aim to permit gambling in so far as it believes that any application made is :
 - in accordance with any relevant code of practice issued by the Gambling Commission
 - in accordance with any relevant guidance issued by the Gambling Commission
 - reasonably consistent with the licensing objectives and in accordance with the authority's statement of gambling policy

- 1.7 Moral or ethical objections to gambling are not valid reasons for the rejection of premises licence applications by the council as the licensing authority.

DRAFT

2. Introduction

- 2.1. The District of Lichfield has a population of 103,500 (based on figures from 2017) and covers some 33,000 hectares. The district has two urban centres – the city of Lichfield and town of Burntwood, with a number of surrounding villages.
- 2.2. There are relatively fewer children aged under 16 and working age people compared to England, and more people aged 65 and over. The population is projected to have a small increase overall by 2026 but a much larger growth in people aged 65 and over.
- 2.3. There are a number of wards in Lichfield where families and communities face multiple issues such as unemployment or low incomes, low qualifications, poor housing, social isolation, ill-health (physical and/or mental) and poor quality of life. These wards are: Boney Hay & Central, Chadsmead, Chasetown, and Stowe.
- 2.4. Licensing authorities are required by the Gambling Act 2005 to publish a statement of principles which they propose to apply when exercising their functions in accordance with the legislation. This policy must be published at least every three years. The policy must also be reviewed from “time to time” and any amended parts re-consulted upon. The policy must be then re-published.
- 2.5. Lichfield District Council consulted widely upon this policy before finalising and publishing. A list of those persons consulted is provided below.

List of persons and agencies this authority consulted:

- Staffordshire Police
- Staffordshire Trading Standards
- Staffordshire Social Services
- Existing operators of premises requiring licences under the Gambling Act 2005
- Representatives of existing licence holders
- National bodies representing the Gambling industry
- Local member of parliament
- Companies in the area who provide gaming machines
- Parish Councils
- Organisations dealing with gambling addiction and gambling problems
- The general public via the Council’s website
- Elected members, LDC
- Community Safety Teams
- Director of Public Health
- Gambling Commission

Our consultation took place between 9 November 2018 and 7 December 2018.

The council then intends to approve and adopt this Statement of Principles at full Council. The finalised document will be published via the Council's website at www.lichfielddc.gov.uk

Should you have any comments on this statement of principles please contact:

Name: The Licensing Team

Address: Lichfield District Council, District Council House, Frog Lane,
Lichfield, Staffordshire, WS13 6YU.

E-mail: licensing@lichfielddc.gov.uk

3. Declaration

- 3.1. This statement of licensing policy will not override the right of any person to make an application, make representations about an application, or apply for a review of a licence, as each will be considered on its own merits according to the statutory requirements of the Gambling Act 2005.
- 3.2. In producing the final policy, the council declares that it has had regard to the licensing objectives of the Gambling Act 2005, the guidance issued by the Gambling Commission, and any responses from those consulted on the policy.

4. Responsible Authorities

- 4.1. The Act allows certain agencies to act as responsible authorities. Responsible authorities are able to make representations about licence applications, or apply for a review of an existing licence. Responsible authorities will also offer advice and guidance to applicants.
- 4.2. The Council is required by regulations to state the principles it will apply to designate, in writing, a body which is competent to advise the authority about the protection of children from harm. The principles are:
- the need for the body to be responsible for an area covering the whole of the licensing authority's area; and
 - the need for the body to be answerable to democratically elected persons, rather than any particular vested interest group etc.
- 4.3. In accordance with the regulations the Staffordshire Safeguarding Children Board is the designated authority for this purpose.
- 4.4. The contact details of all the Responsible Authorities under the Gambling Act 2005 are detailed at APPENDIX D of this document.

5. Interested parties

- 5.1. Interested parties are people or organisations that have the right to make representations about licence applications, or apply for a review of an existing licence. These parties are defined in the Gambling Act 2005 as follows:

For the purposes of this Part a person is an interested party in opinion of the licensing authority which issued the licence or to which the applications is made, the person:

- a. lives sufficiently close to the premises to be likely to be affected by the authorised activities,
- b. has business interests that might be affected by the authorised

- activities, or
- c. Represents persons who satisfy paragraphs a. or b.

5.2. The council is required by regulations to state the principles it will apply to determine whether a person is an interested party. The principles are:

Each case will be decided upon its merits and the Council will apply this policy flexibly in its decision making. It will consider the examples of considerations provided in the Gambling Commission: Guidance to local authorities.

In order to determine if an interested party lives or has business interests, sufficiently close to the premises that are likely to be affected by the gambling activities, the council will consider factors such as the size of the premises and the nature of the activities taking place.

6. Exchange of Information

6.1. Licensing authorities are required to include in their policy statement the principles which are to be applied by the authority with regards to the exchange of information between it and the Gambling Commission, as well as other persons listed in Schedule 6 to the Act. It may also share information with other bodies responsible for auditing or administering public funds for these purposes e.g. UK National Fraud initiative.

6.2. The information that is provided will be used by Lichfield District Council, who are the data controller, to allow it to carry out our statutory obligations in relation to the administration, compliance and enforcement of the licensing function within the District. It will only share information with agencies involved in licence processing or licensing enforcement where the law requires or permits it to do so.

7. Equality and Diversity

7.1 Through policies and service delivery, the Council's main aims for ensuing equality and diversity are to:

- Eliminate unlawful discrimination
- Promote quality of opportunity
- Promote good relations between diverse communities.

8. Crime and Disorder Act 1998

8.1 Under section 17 of the Crime and Disorder Act 1998 the Council is under a statutory duty to do all that it can to prevent crime and disorder within its area and is mindful of concerns over the use of licensed premises for criminal activity, for example money laundering and drug dealing.

8.2 The Council will work in partnership with licence holders, local businesses, responsible authorities, councillors and local people with the aim of promoting the licensing objectives.

9. Enforcement

9.1. The council will work closely with other agencies in targeting known high risk premises. In doing so we will follow government guidance on better regulation.

9.2. In carrying out its enforcement duties with regards to the inspection of premises; and the powers to institute criminal proceedings in respect of certain offences under the Act.

The council will endeavour to be:

- **Proportionate:** regulators should only intervene when necessary: remedies should be appropriate to the risk posed, and costs identified and minimised;
- **Accountable:** regulators must be able to justify decisions, and be subject to public scrutiny;
- **Consistent:** rules and standards must be joined up and implemented fairly;
- **Transparent:** regulators should be open, and keep regulations simple and user friendly; and
- **Targeted:** regulation should be focused on the problem, and minimise side effects.

9.3. The council will endeavour to avoid duplication with other regulatory regimes so far as possible.

9.4. The main enforcement and compliance role for the council in terms of the Gambling Act 2005 will be to ensure compliance with the premises licence conditions and other permissions. The Gambling Commission will be the enforcement body for the operator and personal licences. Concerns about the manufacture, supply or repair of gaming machines will not be dealt with by the council but will be notified to the Gambling Commission. In circumstances where the council believes a premise requires a premises licence for gambling activities and no such licence is in force, the council will notify the Gambling Commission.

9.5. The Council will also have regard to any guidance issued and keep itself informed of developments regarding the work of the Regulatory Delivery Division of the Department of Business Innovation and Skills in its consideration of the regulatory functions of local authorities.

9.6. The council's enforcement policy will be available upon request from the

Environmental Health Team section by telephoning 01543 308000.

10. Licensing Authority functions

10.1. Licensing Authorities are responsible under the Act for :

- Licensing of premises where gambling activities are to take place by issuing Premises Licences
- Issue of Provisional Statements
- Regulating members' clubs and miners' welfare institutes who wish to undertake certain gaming activities via issuing Club Gaming Permits and/or Club Machine Permits
- Issuing of Club Machine Permits to Commercial Clubs
- Granting of permits for the use of certain lower stake gaming machines at unlicensed Family Entertainment Centres
- Receiving notifications from alcohol licensed premises (under the Licensing Act 2003) for the use of two or less gaming machines
- Granting of Licensed Premises Gaming Machine Permits for premises licensed to sell/supply alcohol for consumption on the licensed premises, under the Licensing Act 2003, where more than two machines are required
- Registering of small society lotteries below prescribed thresholds
- Issuing of Prize Gaming Permits
- Receiving and Endorsing Temporary Use Notices
- Receiving of Occasional Use Notices (for tracks)
- Providing information to the Gambling Commission regarding details of licences issued (see section on exchange of information)
- Maintaining registers of the permits and licences that are issued under these functions

10.2. The council does not licence remote gambling. This comes under the Gambling Commission.

11. The Licensing objectives

11.1 The licensing objectives are set out below, together with the respective roles and responsibilities:

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime
- Ensuring that gambling is conducted in a fair and open way
- Protecting children and other vulnerable persons from being harmed or exploited by gambling

Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime

11.2 The Gambling Commission takes the lead role in preventing gambling from being a source of crime. The Gambling Commissions Guidance does however encourage licensing authorities to pay particular attention to the proposed location of gambling premises in terms of this licensing objective.

11.3 Such association with crime may include; money laundering; counterfeiting; drug dealing or any similar involvement in organised crime.

Ensuring that gambling is conducted in a fair and open way

11.4 The Gambling Commission takes the lead role in ensuring that gambling is conducted in a fair and open way via operating and personal licences.

11.5 The council will take operator licence conditions into account and will communicate any concerns to the Gambling Commission about misleading advertising or any absence of required game rules or other information

Protecting children and other vulnerable persons from being harmed or exploited by gambling

11.6 This licensing objective seeks to prevent children from taking part in most types of gambling and where appropriate, the council may require specific measures at particular premises which are designed to ensure that the licensing objectives are met. However, harm in this context is not limited to harm from gambling but includes wider child and adult protection considerations, including the risk of child sexual exploitation.

11.7 Preventative measures may include the supervision of premises and machines and appropriate training for staff with regard to suspected truanting school children and how staff should deal in general with unsupervised children.

11.8 The Council will pay particular attention to any codes of practice within the Gambling Commission issues with respect to this licensing objective.

11.9 The Council does not seek to offer a definition for the term “vulnerable people” but for regulatory purposes it will assume that this group includes older people, adults with learning disabilities, people who gamble more than they meant to; people who gamble beyond their means and people who may not be able to make informed or balanced decisions about gambling due to lacking mental capacity, or because of the influence of alcohol or drugs.

PART B PREMISES LICENCES

1 General Principles

1.1 The council will issue premises licences to allow those premises to be used for certain types of gambling. Premises licences may for example be issued for amusement arcades, bingo halls and bookmakers.

1.2 Premises licences are subject to the permissions/restrictions set-out in the Gambling Act 2005 and regulations, as well as specific mandatory and default conditions which will be detailed in regulations issued by the Secretary of State. Licensing authorities are able to exclude default conditions and also attach other conditions, where it is believed to be necessary and proportionate.

1.3 Applicants should be aware that the Gambling Commission has issued Codes of Practice for each interest area for which they must have regard. The council will also have regard to these Codes of Practice.

The council is aware that in making decisions about premises licences it should aim to permit the use of premises for gambling in so far as it believes it is:

- in accordance with any relevant code of practice issued by the Gambling Commission;
- in accordance with any relevant guidance issued by the Gambling Commission ;
- reasonably consistent with the licensing objectives; and
- in accordance with the authority's statement of gambling policy.

Definition of "premises"

1.4 Premises is defined in the Act as "any place". Different premises licences cannot apply in respect of single premises at different times. However, it is possible for a single building to be subject to more than one premises licence, provided they are for different parts of the building and the different parts of the building can be reasonably regarded as being different premises. Whether different parts of a building can properly be regarded as being separate premises will always be a question of fact within any given circumstance.

1.5 The council will take particular care when considering applications for multiple licences for a building and those relating to a discrete part of a building used for other (non-gambling) purposes. In particular the council will assess entrances and exits from parts of a building covered by one or more licences to satisfy itself that they are separate and identifiable so that the separation of different premises is not compromised and that people do not 'drift' into a

gambling area.

1.6The council will pay particular attention to applications where access to the licensed premises is through other premises (which themselves may be licensed or unlicensed). Issues that the council will consider before granting such applications include whether children can gain access; compatibility of the two establishments; and ability to comply with the requirements of the Act. In addition an overriding consideration will be whether, taken as a whole, the co-location of the licensed premises with other facilities has the effect of creating an arrangement that otherwise would, or should, be prohibited under the Act.

1.7An applicant cannot obtain a full premises licence until the premises in which it is proposed to offer the gambling are constructed. The Gambling Commission has advised that references to “the premises” are to the premises in which gambling may take place. Thus a licence to use premises for gambling will only be issued by the Council in relation to premises that are ready to be used for gambling. Whether a premises is finished to a degree that it can be considered for a premises licence will always be a question of fact in the circumstances. Requiring a building to be complete, ensures that the Council can, if necessary, inspect it fully, as can other responsible authorities with inspection rights.

1.8Where a premises is not yet built or is about to be altered for the purpose of providing gambling and ultimately a premises licence will be required, the applicant should in the first instance consider making an application for a provisional statement..

Location

1.9The council is aware that demand issues (e.g. the likely demand or need for gambling facilities in an area) cannot be considered with regard to the location of premises but that considerations in terms of the licensing objectives can. The council will pay particular attention to the protection of children and vulnerable persons from being harmed or exploited by gambling, as well as issues of crime and disorder.

1.10With regards to these objectives it is the council’s policy, upon receipt of any relevant representations to look at specific location issues including:

- The proximity of the premises to schools, or centres for vulnerable adults
- The proximity of the premises to residential areas where there may be a high concentration of families with children
- The size of the premises and the nature of the activities taking place
- The level of organised crime in the area.

Duplication with other regulatory regimes

1.11 The council will seek to avoid any duplication with other statutory / regulatory systems such as planning. The council will not consider whether a licence application is likely to be awarded planning permission or building regulations approval. It will consider carefully and respond to any concerns about conditions which the licence holder cannot meet because of planning restrictions,

2. Conditions

2.1 Applications will normally be granted, subject only to the mandatory and default conditions. Such conditions are usually sufficient to ensure operation that is reasonably consistent with the licensing objectives. Additional conditions will only be imposed where there is evidence of a risk to the licensing objectives that requires that the mandatory and default conditions be supplemented. Conditions will only be attached to premises licence where there is evidence of a need to do so.

2.2 Decisions about individual conditions will be made on a case by case basis, although there will be a number of control measures which the council may consider. These include the use of door supervisors, supervision of entrances, supervision of adult gaming machines and appropriate signage for adult only areas. The council will also expect the applicant to ensure that the licensing objectives are effectively met.

2.3 There are conditions which the council cannot attach to premises licences which are:

- Any condition on the premises licence which makes it impossible for the applicant to comply with an operating licence condition;
- Conditions relating to gaming machine categories, numbers or method of operation;
- Conditions which provide that membership of a club or body be required; and
- Conditions in relation to stakes, fees, winnings or prizes.

3 Door Supervision

3.1 The council will consider whether there is a need for door supervision in order to meet the licensing objectives). Where door supervisors are required, it is the operators' responsibility to ensure that any persons employed in this capacity are fit and proper to carry out such duties.

4. Adult Gaming Centres (AGC) and licensed family entertainment centres (LFEC)

4.1 Adult gaming centres are commonly found within town centre environments and are able to make category B, C and D gaming machines available to adults. Nobody under the age of 18 will be permitted to enter an AGC.

4.2 Licensed family entertainment centres are those premises which usually provide a range of amusements such as computer games and penny pushers. They may have a separate section set aside for adult only gaming machines with higher stakes and prizes and are able to make available a certain number of category C and D machines. Clear segregation must be in place so children do not access the areas where the category C machines are located.

4.3 The council will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling in these premises. The Council will expect applicants to satisfy the authority that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machine areas within the LFEC

4.4 The council will expect applicants to offer their own measures to meet the licensing objectives. Appropriate measures/licence conditions may cover..

- Proof of age schemes (e.g. PASS Schemes)
- The use of Challenge 25 policy
- The use of 'No ID No Entry' policy
- CCTV
- Door Supervision
- Supervision of machine areas
- Physical separation of areas
- Location of entry
- Notices/signage
- Specific opening hours
- Staff training in the law and the provision of a named point of contact to help ensure compliance.
- Measure/training for staff on how to deal with suspected truanting school children and how to recognise signs of potential child sexual exploitation
- Clear policies that outline the steps to be taken to protect children from harm
- Self exclusion schemes and the provision of leaflets/helpline numbers to organisations such as Gamcare, the Responsible Gambling Trust or GambleAware Etc.
- A policy in place which addresses the Multi operator self exclusion scheme (MOSES)

This list is not mandatory nor exhaustive and is merely indicative of examples.

5 Casinos

5.1 Potential licence applicants should take note that as a “no casino” resolution under Section 166 of the Gambling Act 2005 was passed by this authority in December 2006, no applications will be considered. Any applications received will be returned with confirmation that a no casino resolution is in place.

6 Bingo premises

6.1 There is no official definition for bingo in the Gambling Act 2005. Such premises may however provide cash and prize bingo. In addition bingo premises are also able to provide a limited number of gaming machines in line with the provisions of the Act.

6.2 It is important that where children are allowed to enter bingo premises that they do not participate in gambling, other than on category D machines. Where category C or above machines are available in premises to which children are admitted then the operator will ensure that:

- all such machines are located in an area of the premises separate from the remainder of the premises by a physical barrier which is effective to prevent access other than through a designated entrance.
- only adults are admitted to the area where the machines are located
- access to the area where the machines are located is supervised
- the area where the machines are located is arranged so that it can be observed by staff of the operator or the licence holder and, at the entrance to, and inside any such area there are prominently displayed notices indicating that access to the area is prohibited to persons under 18

7 Betting premises

7.1 Betting premises are premises such as bookmakers where various types of gambling are authorised to take place. The Act contains a single class of licence for betting premises.

7.2 The council is aware that Section 181 of the Act contains an express power for licensing authorities to restrict the number of betting machines and the nature and the circumstances in which they are made available by attaching a licence condition to a betting premises licence. The Council is also aware that it is not possible to restrict the number of gaming machines which may be made available within betting premises.

7.3 When considering whether to impose a condition to restrict the number of betting machines in particular premises, the council, amongst other things, will take into account the size of the premises, the number of counter positions available for person to person transactions, and the ability of staff to monitor the use of the

machines by children or by vulnerable adults.

8 Tracks

8.1 Currently the licensing authority does not licence any tracks which permit on-course betting. Where an application for a track premises licence is being considered, the applicant should contact the Council's Licensing team at the earliest opportunity. The Council's focus will be the need to protect children and vulnerable persons from being harmed or exploited by gambling and the need to ensure that entrances to premises are distinct. Children must be excluded from gambling areas where they are not permitted to enter.

9 Travelling Fairs

9.1 Travelling fairs have the right to provide an unlimited number of category D machines and / or equal chance prize gaming (without the need for a permit) as long as the gambling amounts to no more than an ancillary amusement at the fair.

9.2 The council is aware that the 27-day statutory maximum for the land being used as a fair is per calendar year, and that it applies to the piece of land on which the fairs are held, regardless of whether it is the same or different travelling fairs occupying the land. The council will work with its neighbouring authorities to ensure that land which crosses the council boundary is monitored so that the statutory limits are not exceeded.

10 Provisional Statements

10.1 A provisional statement application is a process which allows a developer to examine the likelihood of whether a building which has yet to be constructed, or is about to be altered for the purpose of gambling would be granted a premises licence when the building work is complete. A provisional statement is not a licence and merely gives the holder some form of guarantee that a premises licence would be granted so that the project can be started. Once works are complete a full premises licence would still be required.

10.2 In terms of representations about premises licence applications, following the grant of a provisional statement, no further representations from responsible authorities or interested parties can be taken into account unless they concern matters which could not have been addressed at the provisional statement stage, or they reflect a change in the applicant's circumstances. In addition, the council may refuse the premises licence (or grant it on terms different to those attached to the provisional statement) only by reference to matters:

- which could not have been raised by objectors at the provisional licence stage; or

- which is in the authority's opinion reflect a change in the operator's circumstances.

10.3 When determining a provisional statement application the council will operate in accordance with the Act and will not have regard to any issues related to planning consent or building regulations, e.g. the likelihood that planning consent will be granted.

11 Reviews:

11.1 A review is a process defined in the legislation which ultimately leads to a licence being reassessed by the Licensing Committee with the possibility that the licence may be revoked, suspended or that conditions may be amended or new conditions added.

11.2 Requests for a review of a premises licence can be made by interested parties or responsible authorities; however, it is for the council to decide whether the review is to be carried-out. This will be on the basis of whether the request for the review is:

- in accordance with any relevant code of practice issued by the Gambling Commission;
- in accordance with any relevant guidance issued by the Gambling Commission;
- reasonably consistent with the licensing objectives; and
- in accordance with this authority's Gambling Act 2005 - statement of gambling policy.

In addition the council may also reject the application on the grounds that the request is frivolous, vexatious, will certainly not cause this authority to alter/revoke/suspend the licence, or whether it is substantially the same as previous representations or requests for review.

11.3 The council can also initiate a review of a licence on the basis of any reason which it thinks is appropriate.

PART C
Permits / Temporary & Occasional Use Notice

1. Unlicensed Family Entertainment Centre gaming machine permits (UFECs)

- 1.1. The term 'unlicensed family entertainment centre' is one defined in the Act and refers to a premises which provides category D gaming machines along with various other amusements such as computer games and penny pushers. The premises are 'unlicensed' in that they do not require a premises licence but do require a permit to be able to provide category D machines. It should not be confused with a 'licensed family entertainment centre' which does require a premises licence because it contains both category C and D gaming machines.
- 1.2 In accordance with Gambling Commission guidance, the council will give weight to child protection issues when considering applications for permits.
- 1.3 The Council will expect applicants to show that there are policies and procedures in place to protect children from harm. Harm in this context is not limited to harm from gambling but includes wider child protection considerations, including Child Sexual Exploitation. The council will assess these policies and procedures on their merits. However they may include appropriate measures/training for staff regarding how staff would deal with unsupervised children being on the premises, or children causing problems on or around the premises.
- 1.4 The Council will also expect applicants to demonstrate a full understanding of the maximum stakes and prizes of the gambling that is permissible in licensed FEC's that the applicant has no relevant convictions (those that are set out in Schedule 7 of the Act) and that staff are trained to have a full understanding of the maximum stakes and prizes.
- 1.5 An application for a permit may only be granted if the chief officer of police for the district has been consulted on the application.
- 1.6 In line with the Act the council cannot attach conditions to this type of permit and the statement of principles only to initial applications and not renewals.

2. Gaming machine permits in premises licensed for the sale of alcohol

- 2.1. There is provision in the Act for premises licensed to sell alcohol for consumption on the premises, to automatically have 2 gaming machines, of categories C and/or D. The premises merely need to notify the council. The council can remove the automatic authorisation in respect of any particular premises if:
 - provision of the machines is not reasonably consistent with the pursuit of the licensing objectives;
 - gaming has taken place on the premises that breaches a condition of section 282 of the Gambling Act (i.e. that written notice has been provided

to the licensing authority, that a fee has been provided and that any relevant code of practice issued by the Gambling Commission about the location and operation of the machine has been complied with);

- the premises are mainly used for gaming; or
- an offence under the Gambling Act has been committed on the premises.

2.2. If a premises wishes to have more than 2 machines, then it needs to apply for a permit. The council must consider that application based upon the licensing objectives, any guidance issued by the Gambling Commission issued under Section 25 of the Gambling Act 2005 and “such matters as it thinks relevant.” The council considers that “such matters” will be decided on a case by case basis but generally regard will be given to the need to protect children and vulnerable adults from harm or being exploited by gambling. The council will also expect the applicant to satisfy the authority that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machines.

2.3. Measures which may satisfy the council that there will be no access include the adult machines being situated in close proximity to the bar, or insight of staff who will monitor that the machines are not being used by those under 18 years of age. Notices and signage may also be help. Regarding the protection of vulnerable adults, applicants may wish to consider the provision of information leaflets/ helpline numbers for organisations such as Gamcare.

2.4. The council can decide to grant the application with a smaller number of machines and/or a different category of machines than that applied for. Conditions (other than these) cannot be attached.

2.5. The holder of a permit must comply with any Code of Practice issued by the Gambling Commission about the location and operation of the machine(s).

2.6. It is recognised that some alcohol licensed premises may apply for a premises licence for their non-alcohol licensed areas. Any such application would need to be dealt with under the relevant provisions of the Act.

3. Prize Gaming Permits

3.1 The Council will expect the applicant to set out the types of gaming that he or she is intending to offer and be able to demonstrate:

That they understand the limits to stakes and prizes that are set out in regulations;

That the gaming offered is within the law

3.2 In making its decision on an application for prize gaming permits, the Council does not need to have regard to the licensing objectives but must have regard to any Gambling Commission guidance.

- 3.3 There are conditions in the Gambling Act 2005 with which the permit holder must comply, but the council cannot attach conditions. The conditions in the Act are:
- The limits on participation fees, as set out in regulations, must be complied with
 - All chances to participate in the gaming must be allocated on the premises on which the gaming is taking place and on one day; the game must be played and completed on the day the chances are allocated, and the result of the game must be made public in the premises on the day that it is played.
- 3.4 The prize for which the game is played must not exceed the amount set out in regulations (if a money prize), or the prescribed value (if non-monetary prize); and;
Participation in the gaming must not entitle the player to take part in any other gambling;

4. Club Gaming and Club Machines Permits

- 4.1. Members Clubs and Miners' welfare institutes (but not commercial clubs) may apply for a 'Club Gaming Permit' or a 'Club gaming machine permit'. The 'Club Gaming Permit' will enable the premises to provide gaming machines (3 machines of categories B, C or D), equal chance gaming and games of chance as set out in forthcoming regulations.. A 'Club gaming machine permit' will enable the premises to provide gaming machines (3 machines of categories B, C or D).
- 4.2. To qualify for these special club permits a members club must have at least 25 members and be established and conducted "wholly or mainly" for purposes other than gaming, unless the gaming is permitted by separate regulations. It is anticipated that this will cover bridge and whist clubs, which replicates the position under the Gaming Act 1968. A members' club must be permanent in nature, not established to make commercial profit, and controlled by its members equally. Examples include working men's clubs, branches of Royal British Legion and clubs with political affiliations.
- 4.3. Before granting the permit the council will need to satisfy itself that the premises meets the requirements of a members' club and the majority of members are over 18.
- 4.4. The council may only refuse an application on the grounds that:
- the applicant does not fulfil the requirements for a members' or commercial club or miners' welfare institute and therefore is not entitled to receive the type of permit for which it has applied;
 - the applicant's premises are used wholly or mainly by children and/or

- young person's
- an offence under the Act or a breach of a permit has been committed by the applicant while providing gaming facilities;
- a permit held by the applicant has been cancelled in the previous ten years; or
- an objection has been lodged by the Gambling Commission or the police.

5. Temporary Use Notices

- 5.1. Temporary use notices allow the use of premises for gambling where there is no premises licence but where a gambling operator wishes to use the premises temporarily for providing facilities for gambling. Premises that might be used for a temporary use notice would include hotels, conference centres and sporting venues.
- 5.2. The Act makes a special reference, in the context of temporary use notices, to a "set of premises" to try and ensure that large premises which cannot reasonably be viewed as separate are not used for more temporary use notices than permitted under the Act. The council considers that the determination of what constitutes "a set of premises" will be a question of fact in the particular circumstances of each notice that is given. In considering whether a place falls within the definition of "a set of premises", the council will look at, amongst other things, the ownership/occupation and control of the premises.
- 5.3. The council will be ready to object to notices where it appears that their effect would be to permit regular gambling in a place that could be described as one set of premises."

6. Occasional Use Notices (for tracks)

- 6.1. There is a special provision in the Act which provides that where there is betting on a track on eight days or less in a calendar year, betting may be permitted by an occasional use notice without the need for a full premises licence. Track operators and occupiers need to be aware that the procedure for applying for an occasional use notice is different to that for a temporary use notice.
- 6.2. The council has very little discretion regarding these notices apart from ensuring that the statutory limit of 8 days in a calendar year is not exceeded. The council will however consider the definition of a 'track' and whether the applicant is entitled to benefit from such notice.

7. Small Society Lottery registrations

7.1. The Act creates two principal classes of lotteries: Licensed lotteries and exempt lotteries. Licensed lotteries are large society lotteries and lotteries run for the benefit of local authorities. These will be regulated by the Gambling Commission. Within the class of exempt lotteries there are four sub classes, one of which is small society lotteries.

7.2. A small society lottery is a lottery promoted on behalf of a non-commercial society as defined in the Act which also meets specific financial requirements set out in the Act. These will be administered by the council for small societies who have a principal office in the Lichfield district and want to run such a lottery.

7.3. To be 'non-commercial' a society must be established and conducted:

- For charitable purposes
- For the purpose of enabling participation in, or supporting, sports, athletics or a cultural activity; or
- For any other non-commercial purpose other than that of private gain.

7.4. The other types of exempt lotteries are 'incidental non-commercial lotteries', 'private lotteries' and 'customer lotteries'.

8. Territorial applications

Vessels

8.1. Vessels such as cruise ships, ferries, boats and hovercrafts are required to have a premises licence if commercial gambling is provided at them. However if a vessel is engaged on a journey into or from international waters, then no premises licence is required.

Vehicles

8.2. No premises licences can be issued in respect of a vehicle. In addition to a car, lorry or coach the Act also provides that 'vehicle' includes a train, aircraft, seaplane and any amphibious vehicle other than a hovercraft. There is no exemption for international travel. Whilst this is ultimately a matter for the courts, it is the Commission's view that a vehicle remains a vehicle not only when stationary but also if located permanently at a particular site, perhaps with its wheels removed but capable of being reinstated.

Aircraft

8.3. No offence occurs if gambling is conducted on an aircraft which is in international space. As an aircraft is a vehicle, no premises licences can be granted to aircraft

for gambling in domestic airspace.

Airports

8.4. The Act applies to all parts of an airport including both domestic and international departure halls. Therefore any business that would normally require a premises licence will also require a licence to operate at an airport.

8.5. Due to differences in jurisdictional application, there is an anomaly in respect of granting gaming machine permits to pubs and bars where alcohol is sold airside in airports.

8.6. In England and Wales, the Licensing Act 2003 applies to pubs and bars in the domestic part of the airport and therefore these businesses are able to qualify for the automatic gaming machine entitlement or can apply for a gaming machine permit for more than two gaming machines. The Licensing Act 2003 does not apply airside, so pubs and clubs are not required to obtain a licence to serve alcohol.

Appendix A – List of Responsible authorities

<p>Licensing Team Lichfield District Council District Council House Frog Lane Lichfield Staffordshire WS13 6YU</p> <p>Tel: 01543 308066 licensing@lichfielddc.gov.uk</p>	<p>Police Licensing Officer Southern Licensing Department Burton Police Station Horninglow Street Burton upon Trent Staffordshire DE14 1PA</p> <p>Tel: 01785 234722</p>
<p>Corporate Director for Social Care & Health Walton Buildings PO BOX 11 Martin Street Stafford ST16 2LH</p> <p>Tel: 01785 277157</p>	<p>Lichfield District Council Environmental Protection & Enforcing Authority Frog Lane Lichfield Staffordshire WS13 6ZE</p> <p>Tel: 01543 308735</p>
<p>Development Services Lichfield District Council Frog Lane Lichfield Staffordshire WS13 6YZ</p> <p>Tel: 01543 308900</p>	<p>Lichfield District Council Health and Safety Team Frog Lane Lichfield Staffordshire WS13 6ZE</p> <p>Tel: 01543 308900</p> <p>Or</p>
<p>Trading Standards Staffordshire County Council Consumer Services Section Martin Street Stafford ST16 2LG</p> <p>Tel 01785 277888</p>	<p>Health & Safety Executive Marches House Midway Newcastle Under Lyme Staffordshire ST1 5DT</p> <p>Tel: 01782 602300</p>
<p>The Gambling Commission Victoria Square House Victoria Square Birmingham B2 4BP</p>	

<p>Staffordshire Fire & Rescue Service Fire Safety Officer Moor Street Burton upon Trent Staffordshire DE14 3SU</p> <p>Tel: 01283 563821</p>	<p>H M Revenue & Customs Crownhill Court Tailyour Road Plymouth PL6 5BZ</p>
--	---

DRAFT

Appendix E

Local Risk assessments

The Gambling Commission's Licence Conditions and Code of Practice (LCCP) which were revised and published in February 2015 formalised the need for Operators to consider local risks.

The Social Responsibility (SR) code requires licensees to assess the local risk to the licensing objectives posed by the provision of gambling facilities at each of their premises. It also requires them to have policies, procedures and control measures to mitigate those risks. In undertaking their risk assessments applicants must take into account relevant matters identified within this statement of principles.

Applicants are required to undertake a local risk assessment when applying for a new premises licence. Furthermore, their risk assessment must also be updated:

- When applying for a variation of a premises licence.
- To take account of significant changes in local circumstances, including those identified in this policy statement
- Where there are significant changes at a licensee's premises that may affect their mitigation of local risks.

The Council will require applicants to provide a local risk assessment when applying for a new premises licence or for a variation to existing premises licence. A copy of the risk assessment must also be kept on the premises at all times and be made available for inspection at any reasonable time.

The risk assessment should set out the measures the applicant has in place to address areas of local concern. In broad terms, the risk assessment should include reference to any specified local risk, how the operator intends to mitigate any risks identified and how the operator will monitor those risks.

There are areas of the District where heightened local risks may exist.

The web links below are links to external documents which are intended to assist applicants in obtaining a greater understanding of the challenges which the Council face.

Public Health England, Lichfield District, Health Profile can be viewed at:
<https://fingertips.phe.org.uk/profile/health-profiles>

Staffordshire County Council and the Staffordshire Observatory Locality Profile for the Lichfield District can be found at:
<https://www.staffordshireobservatory.org.uk/documents/LocalityProfiles/Locality-Profiles-2018/Lichfield-Locality-Profile-2018i.pdf>

Having considered the information provided above, applicants should provide the licensing authority with the policies and procedures they have in place, which are designed to prevent underage gambling. These policies and procedures should also take into account of the

structure and layout of the particular premises as well as any training provided to staff.

Upon application, larger operators who are already required by the Gambling Commission to undertake their own age related compliance tests will be required to provide the licensing authority with the said age related compliance test results which related to the premises concerned. Smaller operators must provide similar information upon appropriate application if compliance tests have been carried out at their premises and the results are available to them.

To prevent vulnerable people from gambling, applicants must demonstrate how they intend to ensure that the licensing objective is met. This might include providing details about their own self exclusion schemes and their intentions towards the Multi Operator Self Exclusion Scheme (Moses).

Details should also be provided of what responsible gambling information is made available to customers. This should include information from organisations such as Gambleaware <https://about.gambleaware.org/> and Gamcare <http://www.gamcare.org.uk/>

Further information should be provided which detail what controls are in place for challenging excluded persons from entering into the premises and what arrangements are in place for monitoring the use of fixed odds betting terminals (FOBT).

Local area profile

The Licensing Authority has completed an assessment of the local environment as a means of 'mapping out' local areas of concern, which can be reviewed and updated to reflect changes to the local landscape. Such an assessment is known as the local area profile. There is no statutory duty on the Licensing Authority to complete an area profile; however benefits for both the Licensing Authority and Operators would be in having a better awareness of the local area and risks. Importantly, risk in this context includes potential and actual risk, thereby taking into account possible future emerging risks, rather than reflecting current risks only.

The Council will proactively engage with all responsible authorities as well as other organisations; public health, mental health, housing, education, community welfare groups and safety partnerships to ensure any new or varied applications are assessed taking the local area profile and any risks into account.

The following area profile has been included to facilitate operators being able to better understand the environment within the District of Lichfield and therefore proactively mitigate risks to the licensing objectives.

Lichfield District Council has a total of 11 gambling premises licences.

The breakdown of those licences by type and location is given below:

By premises:

Betting - 9

Adult Gaming Centres (AGC's) – 2

Licensed Premises Gaming Machine Permit – 9

Notifications – 67

Club Gaming Machine Permit – 16

Figures correct as of September 2018

The number of gambling premises has remained stable since inception of the Act.

Historically low – almost nil – complaints have been received about individual premises.

This page is intentionally left blank

By virtue of paragraph(s) 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank