

REPORT OF THE LEADER OF THE COUNCIL

CABINET DECISIONS – 8 June 2021

1 Money Matters 2020/21: Review of the Financial Performance against the Financial Strategy April to March 2021

The Cabinet:

- 1.1 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.
- 1.2 Noted the transfers to or from general and earmarked reserves at 31 March 2021.
- 1.3 Noted that, in terms of the financial impact of COVID-19, there was a significant impact in 2020/21 with a projected lower financial impact in 2021/22 and potentially beyond.
- 1.4 Approved £762,000 of Capital Programme slippage related to 2020/21 being added to the Approved Budget in 2021/22 as outlined at Appendix E of the report.
- 1.5 To approve the actual 2020/21 Prudential Indicators contained within the report. 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.

2 Burntwood Neighbourhood Plan Final Decision Statement

The Cabinet:

- 2.1 Noted the results of the referendum for the Burntwood Neighbourhood Plan.
- 2.2 Agreed to the making of the Burntwood Neighbourhood Plan and that this decision be reported to Full Council.

3 CIL Allocation of Strategic Fund – Revised Allocation Criteria

The Cabinet:

- 3.1 Approved the revised policy and procedure for determining the allocation of Community Infrastructure Levy (CIL) monies to meet strategic infrastructure requirements.
- 3.2 Agreed that the implementation of the approach be monitored and kept under review in order to ensure that it reflects up to date Local Plan policy with regard to infrastructure needs and also any future relevant legislative changes to CIL.
- 3.3 Agreed the following revisions to the CIL governance process:
 - That the CIL Annual Financial Monitoring report (April) and mid-year update (October) are agreed by the Cabinet member for Economic Development and Local Plan, Parks

& Leisure in consultation with the Head of Economic Growth and Development and reported as a briefing paper to the Council's Overview & Scrutiny committee.

- That the approval of transfer of CIL monies related to the Cannock Chase and River Mease Special Areas of Conservation (SACs) and Neighbourhood CIL is delegated to the Cabinet member for Economic Development and Local Plan, Parks & Leisure in consultation with the Head of Economic Growth and Development.
- That the current Joint Member and Officer Group (JMOG) is disbanded and consideration of the future preparation and revision of CIL policies, procedures and proposals including approval of spending discretionary CIL allocations for strategic infrastructure projects is made the responsibility of the Strategic Infrastructure Group (SIG) in conjunction with the Cabinet member for Economic Development and Local Plan, Parks & Leisure.
- That the operation of the SIG is scrutinised by the new Overview & Scrutiny committee and/or any such Task Group established for this purpose.

3.4 The Cabinet recommended to Council that the revised policy, procedure and governance arrangements be approved and adopted.

(Councillor Cox declared an interest in this item as a Member of Staffordshire County Council)

4 Extension of the Vehicle Contract for Operational Services

The Cabinet approved:

- 4.1 An extension to the existing fleet contract with SFS Ltd for a period of one year from 1st April 2022.
- 4.1
- 4.2 The expenditure on ancillary equipment and its funding from existing budgets.
- 4.3 The undertaking of a review of procurement options for the replacement of the vehicle fleet in April 2023.

CABINET DECISIONS – 6 July 2021

5 Medium Term Financial Strategy (Revenue and Capital)

The Cabinet:

- 5.1 Approved the allocations from the risk and recovery budget shown at paragraph 3.8 of the Cabinet report totalling £571,000.
- 5.2 Delegated authority to the Leader and relevant Heads of Service to implement proposals based on the allocated budget.
- 5.3 Approved the approach to setting targets, identified at paragraph 3.40 of the Cabinet report and a theme based approach to delivering sustainable MTFs savings,

identified at paragraphs 3.45 to 3.49 is implemented with a savings target of £500,000 for 2022/23.

- 5.4 Accepted the further grant of £92,501 from the Welcome Back Fund, approved an update to the Medium Term Financial Strategy on the basis that spend proposals are cost neutral or can be accommodated within existing budgets and delegated to the Head of Economic Growth and Development Services authority to complete all related agreements.
- 5.5 Delegated to the Cabinet Member for Finance, Procurement and Revenues & Benefits responsibility to agree the form and timetable for the Budget Consultation covering 2022/23.

6 Leyfields and Netherstowe Lessons Learned Report, Action Plan and Disposal Policy

The Cabinet:

- 6.1 Accepted the recommendations arising from the external investigation.
- 6.2 Approved the proposed Action Plan to resolve those recommendations as set out in Appendix 1 of the Cabinet report and referred this to Audit and Member Standards Committee to monitor the implementation of these measures.
- 6.3 Approved the Disposal Policy at Appendix 2 of the Cabinet report.

7 The Future of the Dry Recycling Service

- 7.1 The following recommendations were approved by Cabinet (final approval being subject to parallel agreement by the Council's JWC partners Tamworth Borough Council):

(1) Subject to Staffordshire County Council's agreement to fund an equitable share of the additional costs, the Joint Waste Service move to a dual-stream collection methodology (Option 5); subject to recommendation 2. The key principles the Council would seek in an equitable cost share between itself and the County Council would be as follows:

- There should be no capping of the level of support, the sharing should be on an open book reconciliation of actual costs,
- The cost sharing to including all additional costs of a dual-stream service, including costs of transition and implementation,
- That there should be no modification of the current mechanism of uplifting recycling credit in line with RPI.

If unable to agree this equitable split the Council would hand back comingled disposal as detailed in the final bullet point of recommendation 1.

The dual-stream collections be based on a default of a bin for glass cans and plastics and a bag for paper and card (a second bin may be provided where this proves more suitable to residents and collection rounds).

- Delegation of the authority to enter into contracts for the disposal of dual-stream waste to the Cabinet Member for Climate Change and Recycling and the Head of Operational Services and subject to recommendation 2.
- If Staffordshire County Council do not agree to fund an equitable share of the additional costs of dual-stream collection; the existing commingled collection methodology (option 2) to be retained and the transfer of responsibility for the disposal of Dry Mixed Recycling be returned to Staffordshire County Council from 1st April 2022 (subject to recommendation 2).

(2) The Cabinet recommended that Council update the Medium Term Financial Strategy based on the additional financial implications of the selected option:

- Option 5: to increase the revenue budget by a maximum of £146,909 (Full Cost £251,988 and Tamworth BC cost £105,079) per annum from 2022/2023. This budget pressure may reduce as a result of cost sharing negotiations with Staffordshire County Council. In addition, to include a new project in the Capital Programme in 2021/22 for £229,183 (Lichfield DC £133,614 and Tamworth BC £95,569) funded by contributions from Staffordshire CC, Tamworth BC and Lichfield DC (reserves) or;
- Option 2: to increase the revenue budget by £50,491 (Full Cost £86,605 and Tamworth BC cost £36,114) per annum from 2022/23.

(Councillor Cox declared a Pecuniary Interest in this item as a Member of Staffordshire County Council and was not present during the discussion).

(Councillor E Little declared a personal interest in this item as an employee of a company in the waste and recycling sector).

CABINET DECISIONS – 7 September 2021

8 Money Matters 2021/22 : Review of Financial Performance Against the Financial Strategy

The Cabinet:

- 8.1 Noted the report and issues raised within and agreed that Leadership Team with Cabinet Members will continue to closely monitor and manage the Medium Term Financial Strategy.
- 8.2 Recommended that Council update the Medium Term Financial Strategy to repurpose the earmarked reserves identified in the Cabinet report at paragraphs 3.10 and 3.11 of £775,923 to new earmarked reserves identified at paragraph 3.12.

9 New Lichfield Leisure Centre Facility Mix

The Cabinet:

- 9.1 Approved the proposed outline configuration of the new Lichfield Leisure Centre.
- 9.2 Approved further development of the project, including site feasibility exploration, undertaking broad community engagement and consultation, obtaining planning permission and developing further external funding applications where opportunity permits.
- 9.3 Delegated authority to make further amendments to the configuration and layout of the centre design to the Cabinet Member for Major Projects and the Head of Operational Services if these are essential to ensure deliverability.

10 Introduction of Dual Stream Recycling in 2022 and Associated Financial Matters

The Cabinet:

- 10.1 Determined that the level of financial support from Staffordshire County Council as set out in Section 4 of the Cabinet report, to support the introduction of dual stream recycling, is acceptable.
- 10.2 Approved the Joint Waste Service implement Dual Stream Recycling in Lichfield from April 2022.
- 10.3 Delegated responsibility to the Head of Operational Services in consultation with the Cabinet Member for Climate Change and Recycling, and Tamworth Borough Council, for the implementation of dual stream recycling across both authorities in by April 2022.
- 10.4 Recommended that Council update the Medium Term Financial Strategy based on the additional financial implications of the selected option:
- Dual Stream Recycling:
 - To increase the revenue budget by an annual net cost of £73,000 (Full Cost £252,000 offset by SCC of £126,000 and Tamworth BC of £53,000) in 2022/23 increasing to £82,000 (Full Cost £267,000 offset by SCC of £126,000 and Tamworth BC of £59,000) in 2025/26 as detailed in the financial implications section of the Cabinet report.
 - To increase the revenue budget for a one off cost for transition of £68,000. The full cost offset by SCC of £34,000 (capped at £94,000) and Tamworth BC of £34,000 in 2022/23.
 - To include a project in the Capital Programme for Bins/Bags acquisition in 2021/22 of £229,000. This project will be funded by a contribution of £95,000 from Tamworth BC and the Council's share of £134,000 from the waste property growth earmarked reserve.
 - Comingled Recycling:
 - To increase the revenue budget by an annual net cost of £51,000 from 2022/23 onwards as detailed in the financial implications section.

(Councillor R Cox declared a Pecuniary Interest in this item as a Member of Staffordshire County Council and was not present for the discussion).

(Councillor E Little declared a personal interest in this item as an employee of a company in the waste and recycling sector).

11 Extension to the Contract for the Treatment of Garden Waste

The Cabinet:

- 11.1 Approved an extension to the existing contract for the treatment of garden waste with Greener Composting Ltd for a period of three years from 13th October 2021.

12 Procurement Matters Update

The Cabinet:

- 12.1 Approved the updated Action Plan at Appendix A of the Cabinet report and noted the contents of the report.

13 Review of the Development Management Service Structure

The Cabinet:

- 13.1 Approved the proposed Development Management Service revised structure and agreed to the principle of the addition of market supplements for the senior/team leaders' posts.
- 13.2 Recommended to Council an increase in the Revenue Base Budget (totalling £1.13m for the period 2021/22 to 2025/26) detailed in the financial implications section.

CABINET DECISIONS – 5 October 2021

14 Agreement to the Transfer of the Land Charges Register to HM Land Register to HM Land Registry and Acceptance of Funding Support

The Cabinet:

- 14.1 Accepted a sum of £75,000 and subsequent new burdens money (estimated at £13,000) from HM Land Registry to facilitate the transfer of the LDC Land Charges register in accordance with the national programme.

15 Procurement of Agency Staffing Contracts

The Cabinet:

- 15.1 Approved the preferred procurement route and contracting model of a 2-supplier framework for an initial 3 years, with an option to extend for a fourth year.
- 15.2 Delegated approval to award the resultant contracts following the procurement process, subject to being within approved budgets, to the Head of Operational Services in consultation with the Cabinet Member for Climate Change and Recycling.
- 15.3 Delegated the decision to utilise the option to extend into a fourth year to the Head of Operational Services in consultation with the Cabinet Member for Climate Change and Recycling.

16 Decision Statement Regarding Hammerwich Neighbourhood Plan Proceeding to Referendum

The Cabinet:

- 16.1 Accepted and agreed to the making of modifications as set out in the 'Decision Statement regarding Hammerwich Neighbourhood Plan proceeding to referendum' hereby referred to as the Decision Statement (Appendix A of the Cabinet report). This enabled the Plan to proceed to the referendum stage.
- 16.2 Approved the publication of the Decision Statement for the Hammerwich neighbourhood plan (Appendix A of the Cabinet report).
- 16.3 Agreed that the publication of the decision statement to send a neighbourhood plan to referendum following a successful examination be delegated to the Cabinet Member for Economic Development, Leisure and Local Plan in consultation with the Head of Economic Growth and Development.
- 16.4 Agreed that the decision to 'make' a neighbourhood plan following a majority 'yes' vote at a referendum be delegated to the Cabinet Member for Economic Development, Leisure and Local Plan in consultation with the Head of Economic Growth and Development.

CABINET MEMBER DECISIONS

17 Purchase of Property, Lichfield

The Cabinet Member for Regulatory, Housing and Health approved the purchase of 60 Bloomfield Crescent, Lichfield.

18 Disposal of Public Open Space, Lichfield

The Cabinet Member for Innovation, Commercialisation and Corporate Services approved the disposal of land at St John Street, adjacent former Library, Lichfield, in accordance with the report approved by Cabinet at their meeting of 10th November 2020.

The Cabinet Member for Innovation, Commercialisation and Corporate Services further approved that delegated authority be granted to officers, to instruct Solicitors to issue legal documentation to Staffordshire County Council and take all other action necessary to complete the disposal.

19 CIL Allocation of Strategic Fund–Revised Allocation Criteria

The Cabinet member for Economic Development, Leisure & Local Plan approved the revised policy and procedure for determining the allocation of Community Infrastructure Levy (CIL) monies to meet strategic infrastructure requirements.

The Cabinet member for Economic Development, Leisure & Local Plan approved that the implementation of the approach be monitored and kept under review in order to ensure that it reflects up to date Local Plan policy with regard to infrastructure needs and also any future relevant legislative changes to CIL.

20 Lichfield District Start Up Grant Scheme

The Cabinet Member for Economic Development, Leisure and Local Plan approved the allocation of funding (£3000) to The Garden Groom Room, an applicant from the Lichfield District Start Up Grant Scheme.

The Cabinet Member for Economic Development, Leisure and Local Plan additionally agreed that the scheme be amended to remove the need for additional job creation to be part of the eligibility criteria.

21 Masterplan Legal Services Contract Award

The Cabinet Member for Major Projects approved that a contract for the term of 2 years plus an option to extend for an additional 12 months be awarded to DWF Law LLP for the delivery of legal services in relation to the Lichfield Masterplan.

The Cabinet Member for Major Projects also agreed to review and determine the option to utilise the 12 month extension based on performance and recommendation from the Head of Economic Growth & Development.

22 Burntwood Neighbourhood Plan

The Cabinet Member for Economic Development, Leisure & Local Plan agreed to the making of the Burntwood Neighbourhood Plan.

23 Funding the Community and Voluntary Sector

The Cabinet Member for Community Engagement approved that funding be awarded on a one plus one plus one year basis (subject to performance and funding availability) as below:

- MHA Communities - £120,000 for Enabling people in later life and shaping our community
- CASES – £64,980 for Equipping volunteers and organisations to increase advice and service provision
- Support Staffordshire – £82,000 for a Thriving Voluntary Sector across Lichfield District
- Transforming Communities -£24,800 for Places of Welcome (2 year funding applied for)
- Royal National institute for Deaf - £32,200 for Lichfield Hearing Health, Support, Information and Connectivity in the Community
- CRUSE - £20,100 for Cruse Bereavement Care
- Pathway - £17,600 for an Economic Abuse specialist, with an additional £12400 from new Burdens DA funding
- Phoenix Counselling Service - £18,120 for counselling service
- Spark - £34,875 for Grow and Thrive
- Friends 2 Friends - £19,700 for Friends combat susceptibility
- Lichfield Arts -£17,800 for Fuse, ongoing outreach and community engagement
- Liberty Jamboree - -£34,875 for Liberty on Board
- Staffordshire Care Farming - £1950 – to increase participation from Lichfield District in the Wellies Project

24 Supporting Community Events - Variation to the Street Trading Policy – Burntwood Local Market

The Cabinet Member for Regulatory, Housing and Health approved that an exception be made to the Council's Street Trading Policy to take account of the insurance that the event organiser already has in place and his undertaking that all traders have Public Liability Insurance for these pilot events only.

25 Lichfield Housing Limited – Appointment of Director

The Cabinet Member for Innovation & Corporate Services appointed Simon Fletcher as a Director of Lichfield Housing Limited.

26 Suspension of Disabled Bays in Lichfield City Centre

The Cabinet Member for Major Projects approved the extension of the suspension of on street disabled bay parking in place on Market Street, Tamworth Street, Conduit Street and Bore Street in Lichfield City Centre until 30 September 2022.

27 Contract for Income Management Card Handling Service

The Cabinet Member for Innovation & Corporate Services approved that a contract be entered into with GlobalPay for the delivery of the card handling services for a period of 3 years with an option to extend for 1 year.

28 Contract for Income Management Service

The Cabinet Member for Innovation & Corporate Services approved that a contract be entered into with Staffordshire County Council for the delivery of the services by Capita for a period of 5 years.

**Doug Pullen
Leader of the Council**