

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CABINET

HELD ON THURSDAY 18 APRIL 2019 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors:

Adamson, G.	Leader of the Council
Bennett, C.	Crime and Partnerships Portfolio Leader
Kraujalis, J.T.	Corporate Improvement Portfolio Leader
Mitchell, Mrs. C.	Culture and Sport Portfolio Leader
Preece, J.P.T.L.	Environment Portfolio Leader
Martin, Mrs. C.E.	Health and Wellbeing Portfolio Leader
Pearson, A.R.	Housing Portfolio Leader
Todd, Mrs. D.M.	Town Centre Regeneration Portfolio Leader

122. Apologies

Apologies for absence were submitted for Councillor G. Alcott, Deputy Leader of the Council and Economic Development & Planning Portfolio Leader.

123. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members

No other Declarations of Interest were made in addition to those already confirmed by Members in the Register of Members' Interests.

124. Updates from Portfolio Leaders

Crime and Partnerships

Staffordshire Youth Service

The Portfolio advised that at the next meeting of the Staffordshire Police, Fire & Rescue and Crime Panel, he would be asking the Panel to support him in requesting that Staffordshire County Council reintroduce its Youth Service provision to help reduce instances of knife crime within the County.

125. Minutes of Cabinet Meeting of 14 March, 2019

RESOLVED:

That the Minutes of the meeting held on 14 March, 2019, be approved as a correct record and signed.

126. Forward Plan

The Forward Plan of Decisions for the period April to June 2019 (Item 5.1 – 5.2 of the Official Minutes of the Council) was considered.

RESOLVED:

That the Forward Plan of Decisions for the period April to June 2019 be noted.

127. Recommendations from Scrutiny Committees

- (i) Consideration was given to the recommendation made by the Wellbeing Scrutiny Committee at its meeting held on 4 March 2019, in respect of the “Obesity Review – Update and Next Steps”, as included under item 6(i) of the Cabinet agenda.

RESOLVED:

That at a future Cabinet meeting, a report be received on the Health in All policies document as produced by the Local Government Association.

- (ii) Consideration was given to the recommendations made by the Promoting Prosperity Scrutiny Committee, at its meeting held on 13 March 2019, in respect of the ‘Briefing Note – Working Group to Review the Street Market’, as included under item 6(ii) of the Cabinet agenda.

That:

- (A) The current contract with Sketts be extended for a twelve-month period from 31 October 2019.
 - (B) Sketts be asked to undertake a survey to establish whether there was any appetite for operating the street market for an additional day (Tuesday).
 - (C) Should the outcome of the survey be positive, Sketts be asked to trial the Tuesday street market during the summer of 2019, with the possibility of including this additional day within the contract when it is re-let in November 2020.
 - (D) The new contract specification should include a requirement for the street market operator to:
 - (i) Develop links and work in partnership with the McArthurGlen Designer Outlet Village to create initiatives to attract customers to the town centre; and
 - (ii) Work alongside the Cannock Town Centre Partnership in organising events to promote the town centre with the aim of increasing visitors.
 - (E) The positive work of the Cannock Town Centre Partnership in organising events to promote the town centre should be acknowledged, encouraged and supported.
- (iii) Consideration was given to the recommendation made by the Community Scrutiny Committee, at its meeting held on 19 March 2019, in respect of the “Motion Referred from 28 November 2018 Council”, as included under item 6(iii) of the Cabinet agenda.

RESOLVED:

That as part of the 2020/21 budget process, consideration be given to the provision of any necessary resources and funding in order that all actions identified in the Motion can be achieved.

128. Energy Company Obligation – Fuel Poverty Initiatives in Cannock Chase

Consideration was given to the Report of the Managing Director (Item 7.1 – 7.9 of the Official Minutes of the Council).

RESOLVED:

That the Energy Company Obligation Statement of Intent be approved.

Reason for Decision

Cabinet was requested to approve the Energy Company Obligation Statement of Intent so that eligible households in the District could benefit from additional funding to improve energy efficiency and mitigate fuel poverty and carbon emissions.

129. Equality and Diversity Policy and Equalities Objectives

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 8.1 – 8.11 of the Official Minutes of the Council).

RESOLVED:

That the Equality and Diversity Policy and the Council's Equalities Objectives for 2019-2023 be approved.

Reasons for Decision

Since the introduction of the Equality Act in 2010, the Council's Equality and Diversity Policy had not been updated recently. To be compliant with both the Equality Act and the Public Sector Equality Duty, the new draft Equality and Diversity Policy would incorporate within it the requirements to publish Equality Objectives. The recommended objectives as outlined in Appendix 1 of the draft Policy took into account the Council as a public provider of services and its customer facing role.

Equality and diversity training was to be provided to all staff and Members by the end of 2019.

130. Corporate Anti-Social Behaviour Policy

Consideration was given to the Report of the Head of Housing and Partnerships (Item 9.1 – 9.17 of the Official Minutes of the Council).

RESOLVED:

That the proposed Corporate Anti-Social Behaviour Policy, as included at Appendix 1 to the report, be approved.

Reasons for Decision

The new policy set out, on a corporate basis, the Council's responsibilities around Anti-Social Behaviour and hate incidents, and provided a common policy

framework for the delivery of its services in this respect.

131. Homelessness and Rough Sleeping Housing Pathway Project

Consideration was given to the Report of the Head of Housing and Partnerships (Item 10.1 – 10.5 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The Head of Housing and Partnerships be authorised to agree Terms and Conditions to let up to five Council flats to the Homelessness & Rough Sleeping Housing Pathway Project pathway provider.
- (B) A review be undertaken following a twelve-month operational period with regard to the transition of the licensees into tenancies in the long-term and subject of a future report.

Reasons for Decisions

The Council would agree terms via either a lease or management agreement to enable a Provider to take over the management of the flat for an initial period of two years. The Council would receive full rental income from the Provider during this time, including during any void periods. The Provider would charge rent to the tenants occupying the flat and an additional intensive housing management cost to cover any support needs. The Council would also negotiate a monthly charge, in addition to the rent attributable to the property, for the increase in maintenance costs that may occur.

Under the management agreement, the client would be licensee of the outreach provider, however, it was envisaged that at a point in time that, provided the tenant was capable of sustaining a tenancy, the management agreement may be ended and the client would become an Introductory Council Tenant. The transition would need careful planning and it was suggested that the process to be followed was determined following a period of twelve-month operation.

132. Funding Contribution for Development of Business Case for Cannock Chase Engineering Academy

Consideration was given to the Report of the Head of Economic Prosperity (item 11.1 – 11.6 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) Approval and permission to spend be given for up to £15,000 revenue from an existing Council budget to jointly develop a Treasury Green Book Business Case for £500,000 capital allocation from the Greater Birmingham and Solihull Local Enterprise Partnership to allow for the purchase of state-of-the-art engineering equipment in the new Cannock Chase Engineering Academy that would provide higher-level BTEC Engineering qualifications up to, and including, higher education qualifications.
- (B) The Head of Economic Prosperity and the Head of Legal Services be authorised, in consultation with the Economic Development & Planning

and Town Centre Regeneration Portfolio Leaders, to work in partnership with South Staffordshire College to implement and carry out any said actions to be able to equip and establish the proposed Cannock Chase Engineering Academy. This delegated authority would extend to setting up and entering into all necessary agreements to deliver the project.

Reason for Decisions

Initial feedback from the Greater Birmingham and Solihull Local Enterprise Partnership (LEP) had been favourable for the bid, but the LEP required a Treasury Green Book compliant business case to support a formal decision on whether to approve this investment. Neither South Staffordshire College nor Cannock Chase District Council had the capacity or expertise to produce a business case to such a detailed level. It was therefore necessary for the College to engage an external third party to produce the Green Book compliant business case, the estimated cost of which was £30,000. The Council was a joint partner with the College to establish the Cannock Chase Engineering Academy as set out in the Memorandum of Understanding approved by Cabinet in 2018.

It was therefore proposed that the Council fund 50% of the cost of producing the Green Book business case in partnership with South Staffordshire College, up to a maximum of £15,000. This funding would come from an existing Council budget for funding the development of business cases.

133. Exclusion of the Public

RESOLVED:

That the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information as defined in Paragraph 3, Part 1, Schedule 12A of the Local Government Act 1972 (as amended).

(Cllr. J.T. Kraujalis left the meeting at the end of this item and did not return.)

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PART 2

134. Cannock and Rugeley Town Centres Redevelopment

Consideration was given to the Not for Publication Report of the Head of Economic Prosperity (Item 13.1 – 13.27 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The following be noted:
 - (i) The substantial work completed to date on potential schemes and issued related to Cannock town centre and Rugeley town centre.
 - (ii) There was a significant financial viability gap of the combined schemes at Cannock town centre and Rugeley town centre.
 - (iii) The financial capacity of the Council in relation to funding town centre regeneration at Cannock town centre or Rugeley town centre, as detailed in report paragraph 7.1.
- (B) Schemes in relation to Cannock town centre should be taken forward by the Council.
- (C) On the basis of decision (B), above, the following actions be agreed:
 - (i) That proceeding with an 'open' competitive procurement process for the Cannock town centre redevelopment scheme during 2019/20 be approved, noting the implications set out in report paragraphs 6.38 to 6.43, and giving in principle agreement to the viability gap funding as set out in report paragraph 6.28.
 - (ii) Authority be delegated to the Head of Economic Prosperity, in consultation with the Town Centre Regeneration and Economic Development & Planning Portfolio Leaders, to commence the procurement process, and report the outcome of the procurement process to Cabinet prior to entering into any necessary agreements to facilitate bringing forward the redevelopment.
 - (iii) An allocation of up to £100,000 of revenue funding be approved to facilitate the necessary resources to support the procurement process and the production of relevant legal/contractual documentation for Cannock town centre.
 - (iv) In-principle agreement be given to the use of Council assets for the

Cannock town centre redevelopment scheme, including the Multi-Storey Car Park, and area beneath including the market and retail units whilst meeting any Charter Market legal obligations associated with this strategy (to be the subject of a future report).

- (v) An option be included in the procurement process for the provision of additional car parking (via decking) on Beecroft Road to support the Cannock town centre development. The inclusion of this Council asset would reflect an income stream or income sharing arrangement to maintain the current level of income from the car park.
 - (vi) In-principle agreement be given to the use of capital funding from the Council's District Investment Fund to drive forward delivery of the Cannock town centre redevelopment scheme, with the final allocation of funding to be subject to the outcome of the procurement process referred to in report paragraph 6.38.
 - (vii) Authority be delegated to the Head of Economic Prosperity, in consultation with the Town Centre Regeneration and Economic Development & Planning Portfolio Leaders, to identify external funding opportunities to support the delivery of the Cannock town centre redevelopment scheme and to submit bids for funding to assist with scheme viability,
- (D) Following the procurement process, a revised Town Centre Car Parking strategy be produced, and a further options paper be provided to Cabinet.

Reasons for Decisions

Cabinet needed to consider how best to proceed in light of current progress on the Cannock town centre and Rugeley town centre redevelopment schemes. To bring forward schemes in either town centre would require additional resources and time to make any redevelopment scheme a reality.

Cabinet approvals were necessary to proceed (if Members wished to pursue a competitive procurement process) for formal appointment of a preferred development partner. Furthermore, Cabinet needed to decide whether redevelopment of Cannock town centre was the primary focus for funding held in the District Investment Fund given the viability issues faced.

135. Environmental Services Review

Consideration was given to the Not for Publication Report of the Head of Governance and Corporate Services (Item 14.1 – 14.9 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) In relation to the Environment Services Review, the following actions be taken forward by Cannock Chase Council only:

Streetscene

- (i) Preparation of a business case for bringing together the grounds maintenance and street cleansing services and aligning them in a combined service.

- (ii) A review of the operational model for grounds maintenance, and in particular, highways grounds maintenance following the outcome of further discussions regarding Staffordshire County Council's reductions to the grass cutting (agency) requirement.

Environmental Health

- (iii) An options appraisal be undertaken for bringing together the Environmental Health and Environmental Protection services and transforming the service. As part of the transformation work, consideration would need to be given to the service model / level of service provided.

Bereavement Services

- (iv) No further actions be taken due to the plans for a private crematorium adjacent to the Council's new cemetery.

- (B) In relation to the Environmental Services Review, the following actions be taken forward jointly by Cannock Chase Council in conjunction with Stafford Borough Council:

Digital / Customer Services

- (i) IT & Digital Strategy – to jointly commission and fund with Stafford Borough Council a piece of work to determine the options for improving digital efficiency and the customer experience through increased use of technology.
- (ii) Transformation – alongside the work on the digital strategy, to undertake a review to determine the optimum way of providing Customer Services / services to customers.
- (iii) Customer Services – depending on the outcome of the digital strategy and transformation work, to look at developing a business case for a shared Customer Service.

Planning Service

- (iv) Continue the joint procurement of a new planning / development management system, and to undertake a joint transformation exercise on the processes used by both Development Management Teams aligned to the implementation of the new system.
- (v) Consider the development of a collaborative model of joint working to improve resilience of the two Planning Teams.

- (C) The outcomes of the "Way Forward" set out in Appendix 2 of the report form part of an overall medium term budget strategy to determine efficiency and policy change options, including:

Existing Shared Services

- (i) In conjunction with Stafford Borough Council, to review the existing arrangements for Phase 1 of Shared Services to ensure they remain efficient, effective, resilient and acting as an enabler to front line services.

All Other Services

- (ii) To undertake a review of all services to identify options for future

service delivery, reallocation of resources, savings etc.

(D) In order to deliver the actions outlined in decisions (A) to (C), above, approval be given for the appointment of:

- A project manager / transformation facilitator for a period of up to two years, together with administrative support;
- Subject to decision (E), below, the joint procurement with Stafford Borough Council of an external advisor for the IT / Digital Strategy to work alongside the project manager / transformation facilitator.

The costs of these appointments were to be contained within the earmarked reserve for transformation.

(E) The options for further collaboration with Stafford Borough Council and Phase 2 of the Environmental Services Review, including the potential for further shared services, be reviewed by both authorities in 18 to 24 months, subject to the outcome of the above exercises.

(F) It be noted that the outcome of the Environmental Services Review and the potential for implementation of the collaboration actions was subject to consideration and the agreement of Stafford Borough Council's Cabinet.

Reasons for Decisions

The Peopletoo report highlighted a number of operational and cultural differences in how Cannock Chase Council's and Stafford Borough Council's services currently operated. Whilst these differences were not a barrier to sharing the services, they would complicate the process and require significant work to align them. In addition, there were external influences arising from the Staffordshire County Council Medium Term Financial Strategy that were likely to have an impact on Environmental Services. It was therefore considered that it was not appropriate to pursue the sharing of Environmental Services at the present time.

In view of this, it was proposed not to undertake Stage 2 of the Review, but to adopt a phased approach for each Council, allowing preparatory work to be undertaken. The first phase would entail Cannock Chase Council providing a detailed business case / options appraisal in relation to realigning services as outlined in Peopletoo Ltd's report. The detailed business case / options appraisal would need to consider the issues associated with bringing together the services, the model to be adopted, the service standards/levels, savings targets, staffing implications and any barriers that may impede the process.

The review would be undertaken over the next 18 to 24 months as part of a comprehensive review of all services to ensure that following the outcome of the changes to local government funding, the Council had a sustainable budget. Regardless of this, it was essential that resources were realigned in accordance with the priorities and objectives/outcomes of the Corporate Plan.

The Peopletoo Ltd report emphasised the interactions with the Customer Service Strategy and importance of IT and Digital strategy. In order to provide an overarching service provision in these areas, and determine the specification for the replacement of the Customer Relation Management System, all service requirements would need to be reviewed.

Once the preparatory work had been completed, the Councils could then

reconsider whether they wished to share Environmental Services, and if so, to proceed with Phase 2.

The meeting closed at 4:35 p.m.

LEADER