

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CABINET

HELD ON THURSDAY 19 APRIL 2018 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors:

Adamson, G.	Leader of the Council
Alcott, G.	Deputy Leader of the Council and Economic Development and Planning Portfolio Leader
Kraujalis, J.T.	Corporate Improvement Portfolio Leader
Bennett, C.	Crime and Partnerships Portfolio Leader
Mitchell, Mrs. C.	Culture and Sport Portfolio Leader
Preece, J.P.T.L.	Environment Portfolio Leader
Davis, Mrs. M.A.	Health and Wellbeing Portfolio Leader
Allen, F.W.C.	Housing Portfolio Leader
Todd, Mrs. D.M.	Town Centre Regeneration Portfolio Leader

94. Apologies

None.

95. 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.

96. Updates from Portfolio Leaders

None.

Following a recent announcement by the Government that child funerals costs would now be met by local authorities, the Crime & Partnerships Portfolio Leader queried whether the Council had yet received any details about this change. The Head of Environment and Healthy Lifestyles advised that no information had been provided so far, but Members would be updated accordingly.

97. Minutes of Cabinet Meeting of 8 March 2018

RESOLVED:

That the Minutes of the meeting held on 8 March, 2018, be approved as a correct record and signed.

98. Forward Plan

The Forward Plan of Decisions for the period April to June, 2018 (Item 5.1 – 5.3 of the Official Minutes of the Council) was considered.

RESOLVED:

That the Forward Plan of Decisions for the period April to June, 2018 be noted.

99. Recommendations Referred from Scrutiny Committees

Consideration was given to the following recommendation of the Customers & Corporate Scrutiny Committee made at its meeting held on 12 March, 2018:

Minutes of Previous Meeting held on 14/11/17 (Scrutiny Review of the Financial Recovery Plan) (Draft Minute No. 15).

“That Cabinet be requested to write to the Government seeking compensation for loss of income should development of the former Rugeley Power Station site be delayed due to works related to the HS2 scheme.”

Consideration was given to the following recommendation of the Economic Development and Town Centres Scrutiny Committee made at its meeting held on 4 April, 2018:

Briefing Note: Transport Working Group (Draft Minute No. 15).

“That Cabinet be recommended to write to Arriva to show support for the inclusion of Rugeley within the Cannock and Stafford Arriva ‘saver zones’ area and the Scrutiny Committee be advised of any reply received.”

RESOLVED:

That the respective recommendations of the Customers & Corporate Scrutiny Committee and the Economic Development and Town Centres Scrutiny Committee be agreed.

100. Corporate Plan and Priority Delivery Plans

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 7.1 – 7.43 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) Council, at its Annual Meeting to be held on 23 May, 2018, adopt and approve for publication the Corporate Plan 2018-23, together with the Priority Delivery Plans for the 2018-19 financial year, as set out in Appendices 1, 2 and 3 of the Report.
- (B) Officers review the role, scope and responsibilities of the existing Scrutiny Committees to align them with the new priorities and objectives as set out in the proposed Corporate Plan 2018-23.
- (C) Council, at its Annual Meeting to be held on 23 May, 2018, be recommended to retain the existing structure of four Scrutiny Committees and agree revised terms of reference for each Committee following the outcome of decision (B), above.

Reason for Decisions

The Corporate Plan 2018-23 superseded the Council's previous Corporate Plan 2015-18 and set out the priorities and strategic objectives for the District for the next five years.

There were three notable differences for the new Corporate Plan:

- The Plan was for the District as a whole and not just for the Council;
- The five current priorities had been refocussed into two new priorities; and
- The Plan was for five years rather than three.

The reasons for these changes were set out in section 5 of the Report.

The supporting Priority Delivery Plans (PDPs) were the annual documents which set out how the Council would achieve progress against its strategic objectives. These plans established the actions, performance measures and timetables for delivery which were the basis of the Council's quarterly and annual performance monitoring framework.

The requested review of the Scrutiny Committees' structure was intended to align the existing structure with the revised Council priorities and objectives as set out in the new Corporate Plan and ensure clear scrutiny arrangements were in place for each Cabinet Member Portfolio.

101. Data Protection Policy

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 8.1 – 8.15 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The Data Protection Policy be formally approved and adopted.
- (B) The Head of Governance and Corporate Services, as the Senior Information Risk Owner, be given delegated authority to make amendments to the Data Protection Policy to reflect any changes in legislation.

Reasons for Decisions

With the implementation of the General Data Protection Regulations (GDPR) on 25 May, 2018, it was necessary to update the Council's current Data Protection Policy to ensure compliance.

The policy laid out how the Council would collect, store, handle and use any personal information it needed to carry out its work.

The policy applied to all employees, elected Members, contractors, partners and any others working with personal information controlled by the Council. It was essential that the policy was complied with to ensure that the public had confidence in the Council and its handling of personal information. Failure to follow the policy and ensure that the Council abided by Data Protection legislation could result in the imposition of penalties upon the Council.

102. Adoption of Collections Development Policy 2018-23: Museum of Cannock Chase

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 9.1 – 9.15 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The adoption of the Collections Development Policy for the Museum of Cannock Chase 2018-23, as detailed in Appendix 1 of the Report, be endorsed.
- (B) The Head of Environment and Healthy Lifestyles be authorised, in consultation with the Culture and Sport Portfolio Leader, to approve where considered appropriate, acquisitions and disposals.

Reasons for Decisions

The Museum of Cannock Chase must have a current Collections Development Policy to meet the Arts Council England accreditation standard (formerly Museum, Libraries and Archives (MLA)). In 2011 the standard was changed and any new policy needed to reflect the current recommended practice and requirements for accreditation.

Inspiring Healthy Lifestyles (IHL) was responsible for the management of the Council's museum collections. However, under these arrangements, the Council retained ownership of the collections. Consequently, a policy about the acquisition and disposal of museum objects must be a Council policy.

The policy must be formally approved by the Museum's governing body (the Council) in the form of a dated and duly authorised committee minute.

The policy sat outside the Council's Financial Regulations and Procurement Regulations with regard to procurement and asset disposal.

Adopting the principles set out in the policy document would provide the Council and IHL with a framework and clear procedure for acquiring and disposing of museum artefacts. Clarifying these processes would assist in ensuring good practice and protecting the future of the collections.

103. Replacement of Specialist Streetscene and Grounds Maintenance Machinery and Vehicles

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 10.1 – 10.4 of the Official Minutes of the Council).

RESOLVED:

That scheme approval and permission to spend in relation to the purchase of specialist streetscene and grounds maintenance machinery as set out in Appendix 1 of the Report be agreed.

Reasons for Decision

It was necessary to procure replacement machinery and vehicles to deliver the Council's grounds maintenance, bereavement, countryside and streetscene services.

The existing machinery and vehicles asset list had been assessed and 13 items were identified as having reached the end of their useful life and needed to be replaced ideally before the start of the next financial year. Given that the lead in time for such items of specialist machinery was typically around 16 weeks it was necessary to commence the procurement process promptly in order to expedite delivery for the early part of 2018-19.

The purchase of this specialist machinery would ensure an uninterrupted service, reduce maintenance time and help to lower the impact of the fleet on the environment.

A purchasing option had been considered and it was therefore proposed to purchase the 13 items early in 2018 through a Framework Agreement and the Crown Commercial Services.

As Council had already established the required capital programme budget of £597,000 on 7 February, 2018, permission to spend was sought in relation to the purchase of the 13 identified items of machinery.

104. Safeguarding Children and Adults at Risk of Abuse or Neglect – Policy and Procedure

Consideration was given to the Report of the Head of Housing and Partnerships (Item 11.1 – 11.54 of the Official Minutes of the Council).

RESOLVED:

That Council, at its annual meeting to be held on 23 May, 2018, be recommended to adopt the Safeguarding Children and Adults at Risk of Abuse or Neglect Policy as detailed in Appendix 1 to the Report.

Reasons for Decision

The Council's existing policy had been reviewed and revised to ensure that it was in line with current legislation, statutory guidance and inter-agency procedures.

The review was undertaken with other district councils across Staffordshire as part of the Staffordshire Safeguarding Children's Board – District Council's Sub-Group, which consisted of the eight borough/district councils in Staffordshire. The result of the review was a revised joint policy aimed to provide local synergy and improved clarity for practitioners.

Where appropriate the policy had been amended to include the Council's policies and procedures.

105. 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).

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PART 2

106. Disposal of Land at Wharf Road, Rugeley

Consideration was given to the Not for Publication Report of the Head of Housing and Partnerships (Item 13.1 –13.6 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) Minute No. 131(A) of the 12 March, 2015 Cabinet meeting, which approved an open market disposal of the freehold interest in land at Wharf Road, Rugeley, as part of a Joint Venture Agreement with Staffordshire County Council, be rescinded.
- (B) Disposal of the Council's freehold interest in land at Wharf Road, Rugeley, direct to Jessup Brothers Ltd. as part of a Joint Venture Agreement with Staffordshire County Council, be authorised.
- (C) Delegated authority be granted to the Head of Housing and Partnerships to agree terms and conditions and all other actions required to implement decision (B), above.

Reasons for Decisions

At its meeting held on 12 March, 2015, Cabinet authorised the Head of Economic Development to enter into a Joint Venture Agreement (JVA) with Staffordshire County Council (SCC) for the joint disposal of the Wharf Road and former Pear Tree School sites as a combined site on terms to be agreed by the Head of Economic Development. That authority was however based on an open market disposal of the land.

In May 2015 the two parties to the JVA obtained outlined planning permission for the development of the combined site with 72 dwellings (CH/15/0084 refers). Kier Housing was also commissioned by the parties to carry out a valuation of the sites at Pear Tree and Wharf Road with a view to the two authorities entering into a joint sale agreement and the site being developed under the Penda partnership. The Kier valuation report stated that the combined sites had a value in the region of £1.9 million. A draft joint sale agreement was drawn up dividing the proceeds of sale 58% to the County Council and 42% to the District Council.

Unfortunately, Kier withdrew its interest in the site some two years later. The authorities were then however approached by the Wrekin Housing Trust and

Jessup Brothers Ltd. Their initial offer of £740,000 was rejected as it was considered to be far below the market value of the land. Their offer was then increased to £1.8 million which was in line with the valuation previously carried out by Kier.

The two authorities commissioned an independent valuation of the site from the District Valuation Service (DVS), property specialists for the public sector. A Registered Valuer determined the following valuations based on:

- £1,140,000 based on 14% affordable housing;
- £610,000 based on 20% affordable housing.

Jessup Brothers Ltd. confirmed that their offer of £1.8 million assumed that they would have to provide at least 20% affordable housing on the site and therefore it was far in excess of the valuation of £610,000 assessed by the District Valuer.

In addition, disposal of the combined site to Jessup Brothers Ltd. would result in the District Council receiving the £500,000 owed to it by the County Council under the terms of the lease of Rugeley Leisure Centre dated 26 August, 2011. This sum would be paid to the District Council by the County Council from its share of the net proceeds of sale.

The meeting closed at 4:15 p.m.

LEADER