

**CANNOCK CHASE COUNCIL**  
**MINUTES OF THE MEETING OF THE**  
**CABINET**

**HELD ON THURSDAY 27 FEBRUARY 2020 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 Town Centre Regeneration Portfolio Leader
Pearson, A.R.	Corporate Improvement Portfolio Leader
Mitchell, Mrs. C.	Culture and Sport Portfolio Leader
Johnson, T.B.	Economic Development and Planning Portfolio Leader
Preece, J.P.T.L.	Environment Portfolio Leader
Kraujalis, J.T.	Housing Portfolio Leader
Woodhead, P.E.	<i>Invitee (non-voting Observer)</i>

**103. Apologies**

Apologies for absence were submitted for Councillors C. Bennett, Crime & Partnerships Portfolio Leader; and Mrs. C.E. Martin, Health & Wellbeing Portfolio Leader.

**104. 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.

**105. Updates from Portfolio Leaders**

**Culture and Sport**

'Quest' Quality Scheme for Sport and Leisure

The Portfolio Leader advised that the Council was due to find out later in the day the final ranking positions for Cannock and Rugeley Leisure Centres in the 'Quest' Quality Scheme for Sport and Leisure, having already been placed in the top 5 leisure centres in the country.

**Housing**

Building for 'Zero Carbon'

The Portfolio Leader advised that a discussion had recently taken place between

himself, the Green Group Leader and the Head of Housing & Partnerships as to how the Council could achieve 'zero carbon', or as close to as practically possible, in all future house building projects. A number of schemes had been looked at, and it was agreed that 'Passivhaus' standards should be adopted. These standards would get as close to 'zero carbon' as possible, whilst also helping to reduce heating bills for Council tenants. Costs when compared to conventional build methods were no more than 10%. Additional / on-costs were likely to be more than 4 to 8% than achieved at present, but this should reduce with later schemes as more was learnt about the standards. A consultant would be needed at additional cost, but some or all of this cost could be covered by unused funding that for a Development Officer post.

## **Town Centre Regeneration**

### Relocation of Rugeley Area Office

The Portfolio Leader advised that the Rugeley Area Office had now relocated to its new home inside Rugeley Indoor Market. The office would be open every Tuesday to Thursday to deal with council tax and housing benefits matters. A free telephone service was also provided for Council tenants to report any housing repair issues. It was hoped that the new location would prove successful, and help to increase visitor numbers to the market hall.

## **106. Minutes**

RESOLVED:

That the Minutes of the meeting held on 30 January, 2020, be approved as a correct record and signed.

## **107. Forward Plan**

The Forward Plan of Decisions for the period February to April 2020 (Item 5.1 – 5.2 of the Official Minutes of the Council) was considered.

RESOLVED:

That the Forward Plan of Decisions for the period February-April 2020 be noted.

## **108. Quarter 3 Performance Report 2019/20**

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 6.1 – 6.31 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The performance information related to the Priority Delivery Plans, as detailed in Appendices 1-4 of the report, be noted.
- (B) The actions that had been flagged with an Amber Triangle at quarter 3 that required amendment to the timescale or scope, be noted.

### Reasons for Decisions

Information for performance actions and indicators for quarter 3 2019/20 was included for relevant items in report Appendices 1 to 4. The overall position for each Priority Delivery Plan was detailed in report section 5, indicating that 70% of the quarter 3 actions had been achieved, or were in progress with minor

slippage. The cumulative position for April to December 2019 indicated that in total, 75% of all actions had been achieved, or were in progress with minor slippage.

#### **109. Social Media Policy for Employees and Members**

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 7.1 – 7.23 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The Social Media Policy for Employees and Members, as attached at Appendix 1 to the report, be approved.
- (B) Council, at its meeting to be held on 22 April 2020, be recommended to adopt the Policy.

#### Reasons for Decisions

An updated policy was needed as social media use had become widespread and increasingly sophisticated since the original guidance was produced over seven years ago, particularly as Members' use of social media was not covered at the time. Therefore, the policy sought to help Members understand how best to use social media, but also how they could avoid some of the pitfalls associated with its use, which might cause damage to the Council's reputation.

#### **110. Proposed Improvements to Play Area and Public Open Space, Green Lane, Rugeley**

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 8.1 – 8.4 of the Official Minutes of the Council).

RESOLVED:

That approval to proceed with the improvements proposed for the Green Lane play area, as set out in the report, be granted, subject to the detail being agreed between the Parks & Open Spaces Manager and Rugeley Town Council, in consultation with the Culture and Sport Portfolio Leader.

#### Reason for Decision

The play area at Green Lane, Rugeley, was in need of upgrading, and following consultation with local residents and young people, Rugeley Town Council identified £40,000 to undertake improvements to the play site. The Clerk for the Town Council confirmed that at the Town Council meeting held on 8 January 2010, the funding to undertake the improvements was approved.

#### **111. Improvements to Council-Owned Car Parks – Permission to Spend**

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 9.1 – 9.6 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) Permission to spend be approved for the installation of 18 new, and 2

upgraded pay and display machines to enable coin, chip and contactless payments, at all twelve of its pay and display car parks, at a sum of £89,950, to be met from the Capital Programme.

- (B) The option to progress procurement of a 'pay-by-phone' method for car parking, from within existing budgets, be approved.
- (C) Authority be delegated to the Head of Environment and Healthy Lifestyles, in consultation with the Environment Portfolio Leader, to take such actions as may be necessary to progress the above decisions, within existing budgets. If either of the options was not deliverable within existing budgets, then they would be the subject of a further report to Cabinet for consideration.

#### Reasons for Decisions

For some time now the Council had been called upon to modernise its pay and display machines in order to accept modern payment methods, such as contactless, card and smart devices.

Deferment of the resurfacing programme provided the opportunity to use some of the remaining approved capital funding to: (a) replace the current and pay and display car park ticketing machines (coin only) with new contactless ticketing machines (coin, debit and credit card), and (b) progress procurement of a 'pay-by-phone' option for car parking.

### **112. Permission to Spend – Environmental Improvements in Cannock Town Centre**

Consideration was given to the Report of the Head of Economic Prosperity (Item 10.1 – 10.7 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) Permission to spend £94,000 from an earmarked reserve for environmental improvements in Cannock Town Centre be approved.
- (B) Authority be delegated to the Head of Economic Prosperity to implement the proposed works, including procurement of contractors, in consultation with the Town Centre Regeneration and Economic Development & Planning Portfolio Leaders.

#### Reason for Decisions

There was an agreed, one-off environmental improvements budget of £94,000 to spend in Cannock Town Centre, and a need for Officers to obtain Cabinet authority to grant permission to spend on the various different areas of proposed environmental improvements as detailed in Appendix 1 of the report.

### **113. 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**

**114. Disposal of Land at Wharf Road, Rugeley**

Consideration was given to the Not for Publication Report of the Head of Economic Prosperity (Item 12.1 – 12.5 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) Disposal of the Council's freehold interest in land at Wharf Road, Rugeley, direct to Jessup Brothers Limited (or another company within the Jessup Brothers Group) be authorised, as part of a Joint Venture Agreement with Staffordshire County Council.
- (B) Authority be delegated to the Head of Economic Prosperity to agree terms and conditions and all other actions required to implement decision (A), above.

Reasons for Decisions

Cabinet was asked to agree terms for disposal of land at Wharf Road, Rugeley. This was due to the need to address a new Section 106 request for Education funding of £223,000. Furthermore, the Council's Principal Estates Surveyor had confirmed the revised offer still represented best value for the Council's interest.

The meeting closed at 4:30 p.m.

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LEADER