

**Cannock Chase Council**  
**Minutes of the Meeting of the**  
**Cabinet**

**Held on Thursday 31 March 2022 at 6:00 p.m.**

**In the Council Chamber, Civic Centre, Cannock**

**Part 1**

**Present:**

Councillors:

Lyons, Mrs. O.	Leader of the Council
Jones, Mrs. V.	Community Engagement, Health & Wellbeing Portfolio Leader
Sutherland, M.	District Development Portfolio Leader
Johnson, J.P.	Environment and Climate Change Portfolio Leader
Fitzgerald, Mrs. A.A.	Housing, Heritage & Leisure Portfolio Leader
Hewitt, P.M.	Innovation & High Street Portfolio Leader

**92. Apologies**

Apologies were submitted for Councillor B. Jones, Deputy Leader of the Council and Neighbourhood Safety & Partnerships Portfolio Leader.

**93. 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.

**94. Updates from Portfolio Leaders**

**(i) Leader of the Council**

The Leader updated in respect of the following:

- **Covid-19 update**

The case rate for Cannock Chase as of 26 March was 989.7 per 100,000 population. There had been a sharp increase in cases nationally, particularly in the 25-55 age group. From 1 April, testing rules were changing and due to be further relaxed.

**(ii) Community Engagement, Health & Wellbeing**

The Portfolio Leader updated in respect of the following:

- **Cannock Hospital Minor Injuries Unit (MIU)**

Following the presentation of a petition by Councillor Hewitt to the Clinical Commissioning Group (CCG) with 3,080 signatures, a meeting was held with Marcus Warnes, Chief Executive of the CCG, along with the Chairs of the County Council and District Council health scrutiny committees. As a result of that meeting and perseverance over the last two years, a date of June 2022 had been agreed for the MIU to reopen.

- **Padlet Tool**

Cannock Chase was one of three pilot areas involved in the 'Better Health Staffordshire' project, focused on wider health determinants that influenced an unhealthy weight and the consequential impact on health and wellbeing.

A web-based survey tool known as the 'Padlet Tool' had been developed to collect the views and perceptions of partners and stakeholders around those influences. It had also been distributed to Members for their input. The data would be collated and analysed along with other evidence for the project.

- **'Brereton Can' Launch**

The official launch of the 'Brereton Can' app was being held on Sunday 3 April at Ravenhill Park, led by Sue Merriman from Brereton Million. Sue had been an inspirational leader and worked tirelessly for her community. Members were asked to support Sue's efforts by attending the launch and have some fun with the activities that were planned.

### (iii) **District Development**

The Portfolio Leader updated in respect of the following:

- **Additional Restrictions Grant (ARG) Funds**

All ARG funds received by the Council had been allocated to local businesses, with £3.34 million in total having been paid out via 2,256 grants during the period November 2020 to March 2022.

All mandatory grant schemes were now closed, after a two-year period from April 2020 to March 2022. 8,845 grant payments totalling £38.3 million had paid out during that period and provided a lifeline to businesses affected by the pandemic.

- **Staffordshire Means Back to Business**

This campaign, invested in by the Council, had been spent in full against the original priorities of apprenticeships and training grants. This had helped support over 60 new apprenticeships in the District.

- **Enterprise for Success**

This start-up business support project, which was run in partnership with Solihull Council and supported through EU monies, had been extended to March 2023. This was great news for those who wished to start up their own business in the District and was a further demonstration of effective partnership working in practise that was making a difference to the local economy.

- **Latest Universal Credit Claimant Count**

The rate for the District had reduced again this month to 3.5% of the workforce. This downward trend was encouraging and now the number of claimants now

stood at 2,225. There would be a proportion of these claimants that were in work but claiming Universal Credit because they were on a low income.

- **Alton Towers Job Fair**

On 8 April, Alton Towers would be running a jobs fair at Cannock job centre to try to attract people into the hospitality sector from this area.

- **Chase Chamber of Commerce**

Steve Mattin had recently been appointed Director of the Cannock Chase Chamber of Commerce, replacing Chris Plant.

- **West Midlands Designer Outlet**

The Designer Outlet continued to expand at pace, with joint marketing distribution activities taking place with the Council to ensure both Cannock Chase as a place to visit and the Designer Outlet were highlighted across the region to prospective visitors as much as possible. Phase 2 development plans had been submitted for planning permission.

- **Planning Policy Team and Local Plan**

The Planning Policy team were busy working on the Local Plan in preparation for submission to Cabinet in June 2022. A key piece of work was the viability assessment that would assess the deliverability of the policies and proposals within the Local Plan over the plan period. Part of the process included:

- Discussions with neighbouring authorities and those within the Greater Birmingham and Black Country Housing Market Area were continuing with a view to securing Statements of Common Ground to support the Local Plan. Similar discussions would take place with consultees to the Plan.
- Meetings of the Local Plan Member Working Group had already taken place this year to progress the Plan and further meetings were intended for April 2022 to formulate the Regulation 19 part of the Plan. In addition, there was a large workload to prepare documents to support the preparation for local consultation this summer.
- The team were also supporting Local Neighbourhood Plans. Recently, Heath Hayes and Wimblebury had been designated a Neighbourhood Planning Area, joining Hednesford, Brereton and Ravenhill, Norton Canes, Cannock Wood, and Rugeley in having Neighbourhood Plans.

#### **(iv) Environment and Climate Change**

The Portfolio Leader updated in respect of the following:

- **Waste & Recycling**

There had still been no recycling loads rejected since August 2021.

In respect of the move to dual stream recycling, information booklets had been delivered to homes across the District. It was expected the blue bags would be received by the Council in the next few weeks and then distributed from week commencing 9 May 2022 over a two-week period.

- **Carbon Literacy Training**

The second cohort of training sessions for Officers and Members had been delivered during February and March 2022.

- **Green Travel Survey**

A 'green travel' survey was currently open for completion, with responses to be provided by 15 April.

(v) **Housing, Heritage & Leisure**

The Portfolio Leader updated in respect of the following:

- **Funding for Museum of Cannock Chase**

The museum had been awarded £71,688 from the Arts Council's 'Museum Estates Fund' to undertake a range of works, including:

- Installation of a new building management system
- Resurfacing of the museum's front drive
- Replacement of heating systems in the outbuildings and large object store
- And many other improvements.

The Council was grateful for the funding as it would help to make improvements to the museum and the site, which would benefit visitors, staff, and volunteers. It would also be another step closure to achieving the Council's climate change ambition.

- **Completion of Hawks Green Development Housing Scheme**

The completion event for the Hawks Green development housing scheme took place on 18 March. The scheme had transformed part of the Council's Depot site into 44 new properties, 22 of which were Council homes to rent, and the other 22 were put on to the open market. All properties were now occupied.

The development had made good use of unused brownfield land and provided high quality housing for both private and Council residents and incorporated the use of solar panels and electric car charging points on some of the houses, meaning that the residents would benefit from reduced energy bills.

- **Rough Sleeping in Cannock Chase**

Following the recent publication of the national rough sleeping statistics for 2021, the indication was that nationally, people sleeping rough had fallen to an eight-year low and almost halved since 2017. These reductions were reflected across all regions in England.

The pandemic, lockdown and 'Everyone In' programme had a huge impact on the District in 2020, with a total of 19 people rough sleeping or at risk of rough sleeping being placed into emergency accommodation during March to September 2020. As a result, following the ending of lockdown and the Everyone In programme, the November annual snapshot figure in 2020 was a high of eight, which was substantially reduced to four in 2021.

This proved that the pathway and partnership working that had been developed and embedded over the last three years had been crucial in supporting rough sleepers to move off the streets.

Spring Housing's outreach service had proved invaluable in engaging with rough sleepers locally, endeavouring to provide a wraparound support and specialised housing pathway. Ten rough sleepers had now been successfully moved into eight units of Housing First accommodation. These tenancies were being sustained with support and assistance from Spring Housing.

Rough sleeping did not happen in isolation, and the partnership with Lichfield District Council and Spring Housing was proving successful. Working together with partner agencies showed the Council's commitment to end rough sleeping in the District, which in turn contributed to the Government's vision to end rough sleeping in England. The Council was presently awaiting a response from a further funding bid recently submitted through the Rough Sleeping Initiative 2022-2025 to ensure this achievement in preventing and reducing rough sleeping could be continued.

#### **(vi) Innovation and High Streets**

The Portfolio Leader updated in respect of the following:

- **Welcome Back Funding**

All monies had been spent on time, and in full. This had provided a great testimonial for future funding opportunities of how a relatively small budget could be truly spread across the District and make a meaningful difference to local communities - a potential idea for the Shared Prosperity Funding going forward to consider.

- **Levelling Up Fund Project**

The Council had moved a step closer to the appointment of the Multi-Disciplinary Team Supplier to oversee design and procurement of the Cannock Town Centre Levelling Up Fund Project, with the supplier to be announced hopefully later next month. There had been lots of interest in the tender opportunity from the sector, and the first payment from the funders had been received as expected. Governance arrangements were being established to oversee the project's delivery.

- **Cannock Town Centre Partnership Chair**

Martin Murray had been appointed as the new Chair of the Partnership. Thanks were given to Fred Pritchard and Mike Mellor, who would both be stepping down this year.

#### **(vii) Neighbourhood Safety & Partnerships**

On behalf of the Portfolio Leader, the Leader of the Council updated in respect of the following:

- **Community Safety Partnership Strategic Board**

The Portfolio Leader had chaired a meeting of the Board on 23 March, at which matters discussed included the new Policing model for Cannock Chase, the local priorities for Staffordshire Fire & Rescue Service, 'Harmony', which was the new mediation service for anti-social behaviour across the District, and an overview of the new service 'Uniting Staffordshire Against Hate' (USAH). The meeting was very productive, and it had been positive to see so many partners at the meeting making valuable contributions.

**95. Minutes**

**Resolved:**

That the Minutes of the meeting held on 3 March 2022 be approved.

**96. Forward Plan**

The Forward Plan of Decisions for the period March to June 2022 (Item 5.1 – 5.2). was considered:

**Resolved**

That the Forward Plan of Decisions for the period March to June 2022 be noted.

**97. Corporate Plan 2022-26**

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 6.1 - 6.12).

**Resolved:**

That Council, at its meeting to be held on 27 April 2022, be requested to approve the Corporate Plan 2022-26 (as set out in Appendix 1 of the report) and include it in the policy framework of the Council.

**Reasons for Decision**

Adopting a new Corporate Plan for 2022-26 would allow the Council to set a new focus and priorities for the District over the next four years.

**98. Interim Position Report - First Stage of the Business Case for the Extension of the Shared Service Arrangements**

Consideration was given to the Report of the Chief Executive (Item 7.1 - 7.29).

**Resolved:**

That subject to approval of the proposals by Stafford Borough Council on 19 April 2022, Council, at its meeting to be held on 27 April 2022, be recommended to approve:

- (A) To continue to explore the opportunities of further shared services with Stafford Borough Council.
- (B) That the Joint Chief Executive be authorised to continue to develop the second stage of the detailed business case which is to be reported to Cabinet on 13 October 2022 and Council on 16 November 2022 (“the Term”) together with an outline implementation plan.
- (C) During the Term, Mr Clegg will remain employed by Stafford Borough Council and seconded to Cannock Chase Council by agreement under section 113 of the Local Government Act 1972. Council agree to continue to share the full costs of the Joint Chief Executive post with Stafford Borough Council on a 50/50 basis as set out in the report to Council on 19 May 2021.
- (D) That in order to continue to provide adequate cover arrangements and to provide a mechanism in relation to conflicts of interests, that the Joint Deputy Chief Executive arrangements remain in place during the Term to support the

completion of the detailed business case in line with the report to Council on 19 May 2021.

- (E) That the non-decision-making Shared Services Board continue to consider any matters that arise in the interim. The Board will report to both Councils' Cabinets with the final proposal being put to each Council meeting for final determination.
- (F) That the Head of Law and Administration together with the interim Deputy Chief Executive (Joint Shared Head of Human Resources), in consultation with the Leader of each Council are authorised to finalise the necessary legal and HR arrangements in relation to the above recommendations.
- (G) Increase the budget provision for independent advice and support to the development of the second stage of the business case to £60,000. The full cost to be shared 50:50 by each Council.
- (H) Inviting the Local Government Association to:
  - Engage with Members early in the development of the second stage of the business case to seek their views on the wider sharing of services:
  - Hold one-to-one sessions with all Heads of Service to obtain feedback on existing shared services and their considerations and thoughts on the proposals.
  - Review the second stage of the completed business case, prior to its submission to both Councils for consideration, to ensure that it provides sufficient and balanced information for Members to make a final decision on.

### **Reasons for Decisions**

In accordance with the report approved by Council on 19 May 2021, a detailed business case was to be prepared and used as the basis for determining whether to continue to share a Chief Executive and the wider sharing of services.

As the preparation of a detailed business case would be complex, time consuming and incur a cost for both Councils, the report sought to establish whether both Councils were supportive of continuing with this work and to agreeing the increase in budget to support the formulation of the business case.

### **99. Progress on Equality and Diversity Objectives and Action Plan for 2022-23**

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 8.1 - 8.9).

#### **Resolved:**

That the following be noted:

- (A) The progress made in achieving the Council's equality objectives for 2019-2023 (as set out in Appendix 2 of the report).
- (B) How the Council collected data and information by gender and how this was used (as set out in Appendix 3 of the report).
- (C) The proposed actions as set out in report paragraphs 5.6 and 5.7, and Appendix 2.

## **Reasons for Decisions**

The Council was required to prepare and publish equality objectives every four years that address the three aims of the Equality Duty.

### **100. Cannock Chase Special Area of Conservation Partnership Memorandum of Understanding and Permission to Spend on Mitigation Projects**

Consideration was given to the Report of the Head of Economic Prosperity (Item 9.1 - 9.54).

#### **Resolved:**

That:

- (A) The signing of the Memorandum of Understanding as attached at Appendix 1 to the report be approved, and that the Head of Economic Prosperity, in consultation with the Environment and Climate Change Portfolio Leader, be authorised to make any minor amendments considered necessary before signing, and further, to enter into any revised or supplemental agreements designed to achieve the purposes of the Memorandum of Understanding.
- (B) Officers be authorised to allocated S106 and Community Infrastructure Levy funds to the projects set out in Appendix 1 in order to mitigate the impact of new residential development in the District on the Special Area of Conservation and as part of the Council's share of the overall mitigation strategy in accordance with the processes agreed by the Partnership.
- (C) The signing of the financial agreement as attached at Appendix 2 to the report be approved, and that the Head of Economic Prosperity, in consultation with the Environment and Climate Change Portfolio Leader, be authorised to agree and enter into any revised or supplemental agreement designed to achieve the purposes of the financial agreement.
- (D) The new developer contribution charge of £290.58 per dwelling (index linked) be brought into effect from 1 April 2022 to mitigate for new residential proposals in the Cannock Chase District within a 0-15km zone of influence from the Cannock Chase Special Area of Conservation boundary.
- (E) The Head of Economic Prosperity, in consultation with the Environment and Climate Change Portfolio Leader, be authorised to agree future allocation of funds to mitigation projects and to agree and enter into any business plans and governance arrangements agreed by the Cannock Chase Special Area of Conservation Partnership to implement the mitigation policy.

## **Reasons for Decisions**

The Council's duty, as a competent authority, was delivered through involvement in the Cannock Chase Special Area of Conservation Partnership ('the Partnership') and the collection of developer contributions pursuant to Policy CP13 of the adopted Cannock Chase Local Plan 2014.

The Council was already a member of the Partnership, however the memorandum of understanding (MoU) that governed the Partnership had now expired, and so it was proposed that a new MoU be entered into in substantially the same terms for a further five years before being reviewed again. The MoU was relevant for the full term of the mitigation package, which was estimated as up to 2040, however if an extension of



the term of the MoU was proposed by any or all of the partners after the initial five years a further report would be taken to Cabinet. The authorisation sought was only for five years as was previously the case. As a result of the new MoU, it was also necessary to execute a new financial agreement to enable the monitoring and expenditure of funds of the Partnership.

The MoU specified the net number of dwellings that could be built within the 0-15km zone of influence and utilised the mitigation package identified in 'Detailed Implementation Plans' (see Appendix 1 of the report) to calculate the cost of the mitigation per dwelling. The total number of dwellings that the mitigation package could facilitate within the zone of influence was 21,671, and the total cost was £6,297,104.

The Partnership previously split the zone of influence into two areas and required a financial contribution from new housing development within the 0-8km radius from the Special Area of Conservation (SAC) to enable the delivery of the necessary mitigation measures to facilitate new development. Nearly all of Cannock Chase District was within 0-8km from the areas of the SAC. The proposed MoU would require mitigation or a financial contribution from all new residential development within 0-15km radius of the SAC.

At present, the Council charged £221 (index linked) for each net increase in dwellings. The revised MoU required a £290.58 (index linked) per net increase in dwellings. The financial impact was considered to be minimal upon the delivery of new dwellings within the District and would enable a more consistent approach across all authorities impacted by the zone of influence.

For Cannock Chase District the current mitigation package would enable 2,378 houses to be built in the District from April 2022 to 2040. This would enable the delivery of the Council's housing strategy identified within the 'preferred options' document.

To be consistent across all the authorities within the Partnership it was proposed to revise the current figure to £290.58 from 1 April 2022.

## **101. Health In All Policies**

Consideration was given to the Joint Report of the Head of Environment & Healthy Lifestyles and the Head of Economic Prosperity (Item 10.1 - 10.21).

### **Resolved:**

That:

- (A) The proposed 'Health in All Policies' implementation plan, attached at Appendix 1 to the report, which included the preparation of a Council health and wellbeing strategy, be adopted.
- (B) The Head of Economic Prosperity be designated as the lead officer for this workstream, implementing all necessary actions to progress the implementation plan.

### **Reasons for Decisions**

Cabinet agreed to adopt a 'Health in All Policies' (HiAP) approach in January 2020. The Covid-19 pandemic and a lack of capacity meant this work was put on hold.

Using resources reallocated from the Environmental Health Food & Safety Team, a part-time Health Improvement Officer had now been recruited to progress this work.

HiAP was an approach to policies that systematically and explicitly took into account the health implications of the decisions made by the Council. HiAP targeted the key social determinants of health, looked for synergies between health and other core objectives and the work done with partners, and tried to avoid causing harm with the aim of improving the health of the population and reducing health inequalities.

Adopting the proposed plan shown at report Appendix 1 would create momentum and give insight into the practicalities of implementing HiAP at the Council.

An overarching health and wellbeing (HWB) strategy, structured around the Marmot Principles (2021) would mainstream HWB and support Members and Officers throughout the council in keeping HWB front of mind. This in turn would promote the prioritisation of HiAP and corresponding reduction in health inequalities.

The meeting closed at 7:03 p.m.

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**Leader**