

CANNOCK CHASE COUNCIL

MINUTES OF THE MEETING OF THE

CABINET

HELD ON THURSDAY, 25 JUNE, 2015 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 and Economic Development and Planning Portfolio Leader
Lovell, A.	Corporate Improvement Portfolio Leader
Bennett, C.	Crime and Partnerships Portfolio Leader
Mitchell, Mrs. C.	Culture and Sport Portfolio Leader
Dudson, A.	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

1. Apologies

None.

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

<u>Member</u>	<u>Interest</u>	<u>Type</u>
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No other Declarations of Interest were made in addition to those already confirmed by Members in the Register of Members' Interests.

3. Updates from Portfolio Leaders

Leader

Ian Tennant, Head of Housing and Waste Management – The Leader reminded Members that the meeting was the last one that Mr. Tennant would be attending as he was due to retire the following week. On behalf of Cabinet and Council, the Leader thanked Mr. Tennant for his valued contribution to the Council over many years and wished him well for the future. The Housing Portfolio Leader

seconded this and gave his own personal thanks to Mr. Tennant, on whose professionalism and guidance he had come to rely over the time they had worked together.

Crime and Partnerships

Strategic Property Partnership (SPP) – The Portfolio Leader advised that he had recently attended a meeting of the Police and Crime Panel at which the Police and Crime Commissioner (PCC) had provided an update in respect of establishing a 3-way Strategic Property Partnership (SPP) working with Staffordshire County Council (SCC) and Kier. The PCC had reported that it was expected that ‘significant benefits’ could be realised to ensure better value for money in the use of the Police Estates and enable delivery of the Transformation Change Programme, and it was anticipated that contracts would be completed in June. The Portfolio Leader promised to keep Cabinet apprised of further developments.

Culture and Sport

Former Stadium Site Play Area – The Portfolio Leader advised that two new play areas at the former Cannock Stadium site had been officially opened. The Chairman of the Council and Members had been joined by local schools at the opening ceremony.

Work had started on the play areas for toddlers and juniors in March as part of phase one of a £1.3M investment into the area. The design incorporated ideas and views from local schools following a consultation undertaken in January, as well as capturing the District's mining heritage and previous history of the athletics track. The project would also see a future development including a multi-use games area, an adventure play area, a mountain bike trail, illuminated pathways and cycle trails, car parking, community allotments and the provision of trim trail exercise equipment.

Housing

New Build Programme – The Portfolio Leader updated Cabinet on progress in delivering the Council's agreed new build programme which would result in the provision of 129 additional Council dwellings.

- Moss Road Estate, Chadsmoor – 65 houses

Keepmoat had completed the demolition of the Reema flats. Foundations and the first levels of brickwork had also been completed on 16 plots. The first 12 Council dwellings were expected to be completed in the current financial year. A “site event” would be arranged in October when the two show homes had been completed.

- Green Lane, Rugeley – 14 flats, 7 houses and 2 bungalows

Jessup Builders had completed the foundations for 18 dwellings. Of these 14 were expected to be completed in the current financial year. A planning application had also been submitted for two additional bungalows. An event to mark the start on site was held on 18 June, which was attended by the Leader, Ward Members and the Portfolio and had been the subject of a press release.

- Development of former garage sites – 36 houses, 5 bungalows

The procurement process to select a development partner was in progress. The

Pre-Qualification or PQQ stage had recently been completed and three shortlisted developers were to be invited to submit proposed schemes and prices. It was expected that a development partner would be selected early in the new year to enable development to commence in 2016-17.

4. Minutes of Cabinet Meeting of 23 April, 2015

RESOLVED:

That the Minutes of the meeting held on 23 April, 2015, be approved as a correct record and signed.

5. Forward Plan

The Forward Plan of Decisions for the period June to August, 2015 (Item 5.1 – 5.3 of the Official Minutes of the Council) was considered.

RESOLVED:

That the Forward Plan of Decisions for the period June to August, 2015, be noted.

6. Recommendations and References for Determination and Minutes of Policy Development and Other Committees

None received.

7. Annual Performance Review of Wigan Leisure & Culture Trust

Consideration was given to the Report of the Head of Commissioning (Item 7.1 – 7.65 of the Official Minutes of the Council).

RESOLVED:

That the Wigan and Leisure Culture Trust (WLCT) performance in delivering the Culture and Leisure Services for the period 1 April 2015 to 31 March 2015, be noted.

Reasons for Decision

The annual performance review was an integral part of the Council's contract monitoring arrangements with Wigan Leisure and Culture Trust (WLCT), enabling the Council to review the Trust's performance and commitments set out in the contract and method statements.

Appendix 1 attached to the report provided a detailed breakdown of WLCT's performance against performance targets for the year 1 April, 2014 to 31 March, 2015.

This was only the third year of the 10 year contract and a strong relationship was being built between the Council and WLCT with both partners adopting a cooperative approach to performance monitoring and a mutual commitment to meeting challenges (known and evolving), business requirements and adapting to changing circumstances. There had been a number of key achievements during 2014-15:-

- A total of 69 performance measures and targets were monitored and a

number of other measures used for which there was no comparator or baseline data available. WLCT have met or exceeded performance in 58 (84%) of its targets and not met target in 11 (16%), albeit that 2 (3%) were within the 5% tolerance threshold. The other 9 (13%) were considered red.

- The Council's culture and leisure facilities and services were being used significantly more this year than last, with annual attendances and visits in excess of 945,342. This represented an increase of 12.6% (839,000 visits) when compared to the previous year.
- WLCT had been successful in raising general participation levels at both leisure facilities with 783,811 visits made last year, demonstrating an increase of 11% (705,000 visits) when compared to last year.
- The number of junior visits had increased by 20% at Chase Leisure Centre this year and by 6% at Rugeley when compared to last year.
- Swimming lesson usage continued to increase at both centres with over 1,000 enrolled at Chase and 700 at Rugeley. Occupancy levels on the swimming programmes were at 86%.
- Memberships had fallen marginally by 3.0% and concessionary card holders by 6.6%
- Cannock Park Golf Course had enjoyed another strong year with 23,634 rounds being played representing a 10% increase on last year.
- The Sensory Room, which was developed in 2013-14, had continued to prove a popular community space. Over 1,200 visits had been made this year by families with children who have disabilities and adults with learning disabilities.
- Over £58k of investment had been made by WLCT into the provision of additional equipment at Chase Leisure Centre.
- Official opening of the new mining gallery at the Museum of Cannock Chase in June 2014.
- Use of the Artificial Turf Pitch (ATP) at Rugeley Leisure Centre had continued to increase with over 24,000 annual visits made this year.
- Rugeley Leisure Centre had been rated as 'Outstanding' following its Quest Stretch assessment making it the first Trust run facility nationally to achieve this level of accreditation.
- Continuation of free leisure memberships for the armed forces personnel living in the district was still proving popular with 130 current members. WLCT had also confirmed their support at nil cost to the Council for 2015-16 financial year.

There were no default notices issued and the contract was delivered within budget.

However, the aim of the report was also to present a balanced picture of achievements and performance against the targets set, including where performance needed to be improved:

- There were 16% of targets (11) that had not been met and where improvement would be required next year. However this was a marked

improvement on last year where 25% of targets were been met.

- Of the 11 targets that had not been met, 2 were at Chase Leisure Centre and related to dry side attendances and health and fitness visits, the fall being attributed to increased local competition. 2 were at Rugeley Leisure Centre, one related to the number of health referrals and the other to reduced satisfaction levels. The one indicator at the Golf Course that was below target related to the number of junior visits and WLCT were now working with a Golf Pro to offer taster sessions in local schools during 2015-16. Although the percentage of commercial use was below target at the Prince of Wales Theatre, utilisation and audience numbers were significantly up on previous years. Of the three indicators that were below target at the Museum 2 relate to visits (Total and Junior) and the other reduced satisfaction rates. The other 2 indicators related to Arts and were the total number of visits and volunteer hours which were both below target.
- The two most significant dips in performance related to the number of Concessionary card holders and the Health based activity usage. WLCT were required to increase the number of residents who were eligible for the concessions scheme, and this year the number had dropped by 6.6% equating to 314 members. However to put this in perspective the number of card holders since the start of the contract still equated to a 13% growth. Greater use needed to be made of geographic data and information in order to target and promote the card and WLCT were developing an improvement plan to reverse this trend.
- With regard to health referrals the Trust had developed a referral programme with some partner funding from Macmillan Cancer Support. A dedicated Wellbeing Officer and two Activity Referral Officers were appointed this year with the aim of launching the new scheme during 2015-16 and increasing the number of referrals from around 125 per annum to 700 per annum.

The performance achieved during the third year of the contract was generally good, particularly in respect attendances at our two leisure centres, Cannock Park Golf Course, the Prince of Wales Theatre and Community Wellbeing Teams – Arts and Sports.

As the contract relationship continued to develop WLCT would need to ensure that the culture and leisure facilities and services continued to:-

- be in line with the Council's revised Corporate Plan, Priorities and objectives,
- be evidence driven and aligned to the needs of the community,
- contribute to meeting the health needs of the District,
- influence decision makers and fund holders (LSP, Health and Well Being Boards, CCG's, Arts Council, Heritage Lottery Fund etc), and
- demonstrate where and how culture and leisure services could make an impact on a range of outcomes (e.g. Preventative – role of physical activity in health prevention).

8. Review of Leisure Concessions to Serving Members of the Armed Forces 2015-16

Consideration was given to the Report of the Head of Commissioning (Item 8.1 – 8.6 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The contents of the report be noted.
- (B) The leisure concessions scheme for serving members of the armed forces who are resident in the district for the financial year 2015-16 be continued with, in accordance with the proposals set out in the report.

Reasons for Decisions

Cabinet on 21 June 2012 resolved that leisure concessions be introduced for serving members of the armed forces who were resident in the District from 30 June 2012 for an initial one year period (Minute 8 2012/13 refers).

Following subsequent annual reviews by Wigan Leisure and Culture Trust (WLCT) of operation of the scheme, the scheme has continued each year.

Having assessed the impact of the operation of the scheme during 2014-15, WLCT agreed to continue with the scheme for the financial year 2015-16, subject to an annual review and subject to there not being a negative financial impact upon the contract in the future. WLCT would continue to monitor and assess the scheme to determine the costs and benefits associated with making such a concession.

Cabinet therefore agreed to continue with the offer for 2015-16 in recognition of the commitment made by armed forces men and women to this country in their service throughout the world.

9. Replacement of Housing Service Vehicles

Consideration was given to the Report of the Head of Housing and Waste Management (Item 9.1 – 9.3).

RESOLVED:

That scheme approval and permission to spend be granted for the replacement of five housing service vehicles.

Reasons for Decisions

Budgetary provision was made within the agreed three year HRA Capital Programme to replace certain housing service vehicles on a phased basis as they come to the “end of their useful working life”.

The agreed 2015-16 HRA Capital Programme included a budget of £115,000 to enable 5 vehicles to be replaced and in accordance with the Council’s agreed capital expenditure control procedures it was necessary to obtain scheme approval and permission to spend.

10. Review of Allocations Policy

Consideration was given to the Report of the Head of Housing & Waste Management (Item 10.1 – 10.33 of the Official Minutes of the Council).

RESOLVED:

That the proposed amendments to the Council's Allocations Policy as set out in Appendix 1 of the report be agreed and implemented from 13 July 2015.

Reasons for Decision

New regulations and revised statutory guidance on Social Housing Allocations had been issued in order to introduce a Right to Move. The Council was required to amend its Allocations Policy in order to implement the new regulations, after taking account of the revised statutory guidance.

The Right to Move related to existing social housing tenants who were seeking a transfer from another district and needed to move in order to be closer to their work or take up a job offer.

Suggested policy changes to implement the Right to Move were incorporated within an amended Allocations Policy as set out in Appendix 1 to the report. It was proposed that the amended policy be agreed and implemented from 13 July 2015.

11. Representatives on Outside Bodies

Consideration was given to the Report of the Managing Director (Item 11.1 – 11.5 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The appointment of representatives to outside bodies for 2015-16 as detailed in Appendix 1 to the report be approved.
- (B) The Managing Director, in consultation with the Leader of the Council, be authorised to make appointments to any additional outside bodies, as necessary, throughout the Municipal Year that would otherwise be determined by Cabinet.

Reasons for Decisions

Each year Cabinet was required to appoint representatives to a number of outside bodies as detailed in the schedule at Appendix 1 to the report. This was normally done at the first Cabinet meeting following the Annual Council meeting.

For practical purposes, i.e. to avoid the need to report the matter to Cabinet on every occasion, Cabinet was also requested to confirm the Managing Director's authority, in consultation with the Leader of the Council, to make appointments to any additional outside bodies, as necessary, throughout the Municipal year.

12. Cannock Chase Developer Contributions and Housing Choices Supplementary Planning Document

Consideration was given to the Report of the Head of Economic Development (Item 12.1 – 12.37 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The contents of the Consultation Statement (Appendix A to the report) accompanying the Developer Contributions and Housing Choices Supplementary Planning Document (SPD) be noted.
- (B) The proposed amendments to the draft Developer Contributions and Housing Choices SPD (set out in table 1 of Appendix A to the report) be approved.
- (C) The Developer Contributions and Housing Choices SPD (as amended- Appendix B to the report) be adopted as part of the Local Development Framework in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012.
- (D) The Developer Contributions SPD (2008) and Housing Choices SPD (2008) both be revoked.

Reasons for Decisions

The Developer Contributions and Housing Choices SPD sets out the Council's approach to seeking Planning Obligations for a range of infrastructure items (including Open Spaces, Education and Transport) made under Section 106 of the Town and Country Planning Act 1990 (as amended) and agreements under Section 278 of the Highways Act 1980. It also sets out the Council's preferences for affordable housing provision, including the tenure and mix of properties. This was formerly addressed via two separate SPDs; Developer Contributions and Housing Choices (both adopted 2008). An updated SPD was required to reflect national legislative and guidance changes; the adoption of a new Local Plan (Part 1) for Cannock Chase; and the complementary introduction of a local Community Infrastructure Levy (CIL) charging regime in Cannock Chase District (effective from 1 June, 2015 - see Council report 15/04/15).

Policy CP2 'Developer Contributions for Infrastructure' of the Cannock Chase Local Plan (Part 1) 2014 reflected up to date national legislation and guidance, set out principally in the National Planning Policy Framework (NPPF); the accompanying National Planning Practice Guidance (NPPG); the Planning Act (2008, as amended) and associated Regulations pertaining to CIL. Policy CP2 sets out how all developments in the District would be expected to contribute to the infrastructure necessary for delivery of the Local Plan, secured primarily via CIL and Section 106 Planning Obligations. It identified that once CIL was adopted an updated SPD on developer contributions would be produced to set out the Council's altered approach to Planning Obligations.

The 2008 SPDs on Developer Contributions and Housing Choices were both out of date in the context of updated national legislation, policy and guidance, local policy and in particular the introduction of CIL. The proposed SPD therefore sets out the Council's up to date position on all forms of contributions to infrastructure

and affordable housing provision to be delivered via the planning process, and the relationship between them. It provided a more in-depth explanation of how planning contributions would be sought in relation to specific items of infrastructure, alongside the implementation of CIL. This included the circumstances in which development specific planning obligations would be sought and the corresponding standards and levels of contributions that would be applied e.g. updated Open Space standards were set out to guide the design of future development proposals.

The SPD was therefore an important document for setting out the Council's up to date local policy position on developer contributions for infrastructure and affordable housing provision, ensuring compliance with national legislation, policy and guidance. It complemented and aided the implementation of the Council's CIL enabling Planning Obligations to still be sought, where appropriate, alongside CIL charges. Public consultation was carried out on a draft SPD in August/September 2014. The SPD recommended for adoption incorporated updates to the draft SPD arising from the consultation and in response to contextual changes since the consultation was undertaken.

13. 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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MINUTES OF THE MEETING OF THE
CABINET

HELD ON THURSDAY, 25 JUNE, 2015 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 2

14. St. Joseph's Church Car Park, Rugeley

Consideration was given to the Not for Publication Report of the Head of Housing and Waste Management (Item 14.1 – 14.4 of the Official Minutes of the Council).

RESOLVED:

That the lease with the Birmingham Roman Catholic Diocesan Trustees for the St. Joseph's church car park at Lichfield Street, Rugeley, not be renewed upon its termination on 24 March, 2016.

Reason for Decisions

The Council's lease for the pay and display car park at St Joseph's church, Rugeley, with the Birmingham Roman Catholic Diocesan Trustees, was due to expire on 24 March 2016.

Usage of the car park was low, resulting in an average of only 18 ticket sales per day in 2014-15. As a consequence, the car park operated at a deficit of £12,027.

It was considered that following the provision of additional parking facilities at the Rugeley TESCO, there was adequate parking in the town centre, and that income was likely to decline further in future years.

As a consequence, and in view of the budgetary pressures facing the Council, it was proposed that the lease of the St Joseph's church car park was not renewed. This would result in the pay and display car parking facility ceasing from 25 March 2016.

The meeting closed at 4.20 p.m.

LEADER