

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
ENVIRONMENTAL SUSTAINABILITY POLICY DEVELOPMENT COMMITTEE
MONDAY, 22 JUNE 2009 AT 4.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT:
Councillors

Pearce, Mrs. L. J. (Chairman)
Bernard, J. D. (Vice-Chairman)

Alcott, G. Mawle, D. L.
Green, M. R. Williams, A.

(Apologies for absence were received from Councillors L. W. Bullock and J. Burnett)

1. Minutes

The Committee Officer updated the Committee on the procedure for agreeing and approving Minutes. It was explained that meetings of Policy Development Committees would be held on a quarterly basis. In exceptional circumstances, the Chairman, in consultation with the Chief Executive (or anyone duly authorised by him) could convene additional meeting(s).

The proposals for the agreeing and approval of PDC minutes sought to address the potential for an unacceptable delay arising in minutes being approved under current arrangements, given that PDCs would ordinarily meet quarterly. The Committee was informed that draft Minutes would in future be emailed to Members of the Committee within 7 working days of the meeting for comments/amendments. Members would then confirm their amendments (if any) within 10 working days. Should significant amendments be proposed, the Chairman would meet with the appropriate Lead Officer and Committee Officer to consider and confirm the amendments proposed. Once finalised the minutes would be deemed as 'Agreed Minutes' as opposed to 'Approved Minutes' and would again be circulated to Members of the Committee. The Minutes would still be included on the agenda for the following Committee meeting for approval, when they would then be deemed 'Approved Minutes'. Should a Cabinet meeting be scheduled before the next meeting of the Policy Development Committee, the Agreed Minutes would be presented to Cabinet for them to note and to enable recommendations to be considered.

The arrangements and in particular the timetable, which would be circulated to Members within the next week, would be kept under review and changes made as deemed appropriate and necessary.

Track changes would be used to highlight what alterations had been made.

AGREED:

(A) That the Minutes of the meeting of the Environment Policy Development Committee held

on 20 April 2009 be approved as a correct record.

(B) That the procedure for agreeing/approving Minutes be endorsed.

(The Chairman agreed that the order of the agenda could be changed as the Legal & Democratic Services Manager was currently in Shadow Cabinet)

2. Presentation on Performance Management Framework

The Committee received a presentation from the Performance Manager on the Performance Management Framework.

It was explained that the Council's Corporate Plan setting out the Council's priorities for the next three years, had been approved by Council at their meeting on 29 April 2009. Six Priority Delivery Plans (PDPs) had been developed as follows:-

- Children and Young People and Families
- Healthier Communities, Housing and Older People
- Access to Education, Skills and Employment
- Safe, Strong and Cohesive Communities
- Environmental Sustainability; and

- Corporate Improvement

The principles and guidance on how Policy Development Committees would be performance managed were contained within the framework to ensure that actions and targets were delivered in accordance with specified timescales.

All PDPs would be reported every six weeks to DMT updating them on the current position with respect to the delivery of actions and performance indicators. The PDPs would then be reported quarterly with more comprehensive information to DMT, Scrutiny and Policy Development Committees. Progress would be reported using the traffic light assessment method for actions, PIs and risk actions. Exception reports would be completed with details of what actions were being taken to address matters when red and amber indicators were shown, the main focus being on the red indicators.

3. Presentation on the Committee's Priority Delivery Plan

The Committee received a presentation from the Head of Environmental Services on the Environmental Sustainability Priority Delivery Plan.

It was reported that the Local Development Framework needed to be implemented within the timescale for delivery, including the completion of consultation. The Council had identified that it would produce three Development Plan Documents (PDPs), these being:-

- Core Strategy
- Rugeley Town Centre Area Action Plan
- Site Specific Allocations.

All environments that were valued, protected and enjoyed by residents and visitors would be enhanced and access ensured. Cannock Park had been awarded a Green Flag accreditation in

2008 and had also applied for the award this year. Park Management Plans for the six main sites in Cannock Chase would be developed by the Parks and Open Spaces Manager. Negotiations were being carried out with respect to the lease of Hednesford Hills Raceway and it was anticipated that this would be completed in the near future.

Policies would be developed to reduce CO₂ emissions across Cannock Chase and these would be presented to the Environmental Sustainability Committee for consideration. Sustainable operational services would also be developed to address the affects of changing climates and weather. The need for the public to contribute by reducing their carbon footprint would also be further promoted.

It was reported that the recycling wheelie bin trial appeared to have been successful and this issue would be brought to the next meeting of the PDC for consideration. Ways of reducing the amount of residual waste and that sent to landfill, together with increasing the types of recyclable materials in line with the Staffordshire Waste Action plan for Cannock Chase would be explored. Two Road Shows to provide information and consultation would be carried out on recycling and waste minimisation would be carried out each year.

It was confirmed that updates would be provided on the outcomes of the current year's Enforcement Action Plan. The Environmental Protection Manager reported that it was anticipated that the actions would be delivered in accordance with timescales using additional staff from other Council departments and from outside agencies.

The streetscene contract was to be re-tendered in line with European rules and currently was in the procurement process. A project action team had been established, lead by the Director of Service Improvement. Various levels of service would be considered and priorities built into the contract to deliver a valuable service within budget. At present there was some ambiguity surrounding expectation levels of the service provided by the current contractor.

Members asked whether it was intended to tender 'in house' and were informed that a decision had not been made on whether to submit such a tender and that resource issues would need to be considered. The Head of Environmental Services agreed to report this issue back to the project action team.

Six wildlife sites had been identified within Cannock Chase that met the national criteria and which would be used as part of the Local Area Agreement. Active management plans would be developed relating to the conservation management of each site.

4. Presentation on the role and remit of the Environmental Sustainability Policy Development Committee.

The Committee received a presentation from the Legal and Democratic Services Manager on the role and remit of Policy Development Committees.

It was explained that issues of capacity for Members and Officers had been raised and it was considered that a more focused approach should be taken by Policy Development Committees to deliver improved outcomes.

Policy Development Committees had been aligned with LAA blocks. The Committees would be guided by a more robust framework, established by the PDC Terms of Reference and the Performance Management Framework. Such an approach required PDCs to focus their efforts on

key areas of concern highlighted from performance data (provided quarterly) and which detailed those targets that the Council was failing to meet. PDCs should explore and consider proposals/options to tackle and overcome such failures with recommendations being made to Cabinet or Scrutiny Committee as considered appropriate. The principal function of PDCs was to performance manage PDPs and examine how failing targets could be improved, particularly through policy development. To assist PDCs with their role, it had the choice of inviting external partners to attend meetings where it was considered that a more co-ordinated approach was required.

Documents would be sent out earlier than the five clear days before Policy Development Committee meetings in order that Members would have more time in which to digest the information.

The Legal and Democratic Services Manager explained that the Policy Development Committees' Lead Officers would be aware of 'red flag' issues being scrutinised by Scrutiny Committee and would focus the PDCs on other matters. The Policy Development Committee may consider that the planned actions were not appropriate to impact on the indicators and would have the opportunity to consider changes in approach or policy.

CHAIRMAN