

CANNOCK CHASE COUNCIL

MINUTES OF THE MEETING OF THE

CABINET

HELD ON THURSDAY, 19 JULY, 2012 AT 5.45 P.M.

IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors:

| | |
|-----------------|---------------------------------------------------------------|
| Adamson, G. | Leader of the Council |
| Toth, J. | Deputy Leader of the Council and Environment Portfolio Leader |
| Dixon, D.I | Corporate Improvement Portfolio Leader |
| Holder, M.J. | Crime and Partnerships Portfolio Leader |
| Alcott, G. | Economic Development and Planning 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 |

26. Apologies

Apologies were submitted on behalf of Councillor Mrs. C. Mitchell, Culture and Sport Portfolio Leader, and Mr. S. Brown, Chief Executive.

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

| | | |
|-----------------|---------------------------------------------------|--------------------|
| Todd, Mrs. D.M. | Member of Heath Hayes & Wimblebury Parish Council | Personal (Item 16) |
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No other declarations were made in addition to those already confirmed by Members in the Register of Members' Interests.

28. Updates from Portfolio Leaders

Leader of the Council

- Additional Items – the Leader advised that he had agreed to receive additional reports as a matter of urgency, which would be considered at the end of the agenda in respect of:
 - (i) Freedom of the District / Freedom of Entry
 - (ii) Localisation of Council Tax Support.

Economic Development and Planning

- Removal of BT Payphone Service, Rawnsley – The Portfolio Leader advised that the deadline for responses had passed with no objections received to cause the Council to

reconsider its draft decision previously reported to Cabinet. Therefore the Council's final decision on BT's request to remove the payphone would be not to object to removal.

- Electrification of Chase Line – The Portfolio Leader reminded Members of the good news received earlier in the week in respect of the Government giving approval for the £30 million electrification of the Chase Line for the 2014-19 investment period. The result was a success for not one but all the many bodies who had campaigned for electrification over the years and the Council had played an important role in maintaining and marshalling this support. It was rewarding to see these efforts come to fruition. The Portfolio Leader paid particular tribute to John Morgan, Principal Planner, who had been instrumental in driving the project forward and maintaining the support from the many bodies involved over the years.
- TV Report re CCDC Town Centres – The Portfolio Leader advised that further to concerns expressed that the local MP, Aidan Burley, appeared to have made reference in a television interview to contacting Council Officers on several occasions to raise concerns about the need for regeneration of the town centres. Further investigation had shown that the only references were in respect of his own campaigning on the issue. There was no direct reference made in the television clip to the MP having contacted Officers, and it had subsequently been confirmed that no contact had been made with the Planning and Regeneration department.
- Tesco, Hednesford – The Portfolio Leader advised that he was pleased to report that up to a third of all the jobs to be created at the new Tesco store in Hednesford would be for long-term unemployed people in the Cannock Chase area. The new store would create 300 jobs and Cannock Chase Council was working with Tesco and Jobcentre Plus to make sure that between 80 and 100 of the jobs were taken by people who had been unemployed for more than six months

Local unemployed people had taken part in the first stage of a three-phase partnership recruitment process at Hednesford Town FC that week. This would end with an eight-week pre-employment training programme – also at Hednesford Town – as part of the Tesco Partnerships scheme, to prepare them for work in store and if the course was completed they were guaranteed a job.

Housing

Communal Entrance Flat Refurbishment Work – The Portfolio Leader advised that the pilot communal entrance flat refurbishment scheme at 14-24 Trinity Close had been completed.

The works included new entry phones, the provision of carpeting, door replacement to individual flats, communal lighting improvements and redecoration.

The Portfolio Leader advised that he had viewed the improvements that day, and informed Cabinet that the contrast between an unimproved block and the refurbished block was amazing. He had also invited the Ward Members to view the improvements with him on Thursday, 26 July at 2.00 pm, and Cabinet Members were more than welcome to join them.

The refurbishment work would be extended to the remaining 11 flat blocks on the Walsall estate later in the financial year, and would then be extended to the 8 traditional blocks on the Moss Road estate in the next year.

- DCLG Right to Buy Publicity Campaign – The Portfolio Leader advised that the DCLG had advised the Council that they were undertaking a Right to Buy campaign in the West Midlands. This would initially start with posters on bus stops and coverage in local newspapers, but from 23 July, would also include leaflets delivered to households. A copy of the leaflet was available from the DCLG website.
- PRC House Structural Reinstatement Works - The Portfolio Leader advised that two drop-in sessions were to be held for residents whose homes would be affected by the forthcoming structural reinstatement schemes. These were to be held on:
 - (i) Tuesday, 31 July for residents of the Reema houses on the Moss Road estate.
 - (ii) Thursday, 2 August for residents of the Cornish houses in the Rowley Close area.Ward Members had been advised of the arrangements and also had the opportunity of attending a briefing meeting on Monday, 30 July, 2012.

The Housing Portfolio Leader also advised Cabinet that, on a personal note, he was pleased to be able to inform them that the Head of Housing's son, Andrew Tennant, had been selected as a member of the GB Olympic Cycling squad. Cabinet Members asked that the Head of Housing pass on to Andrew their congratulations and best wishes.

Health and Wellbeing

- GP Commissioning Group – The Portfolio Leader advised that, in the absence of the Leader of the Council, she had recently attended a meeting of the new GP Commissioning Group, and was pleased to report that things appeared, at last, to be getting off the ground.

Crime and Partnerships

- Staffordshire Police and Crime Panel – The Portfolio Leader advised that he would be attending an initial meeting of the Staffordshire PCP on Monday, 30 July, 2012. Police and Crime Commissioner elections were due to be held on 15 November, with the success candidate taking up office a week later on 22 November, 2012.

He had also met with Chief Inspector Ratcliffe to discuss local policing issues.

29. Minutes of Cabinet Meeting of 21 June, 2012

RESOLVED:

That the Minutes of the meeting held on 21 June, 2012 be approved as a correct record and signed.

30. Forward Plan

Consideration was given to the Forward Plan of Decisions for the period July - September, 2012 (Enclosure 5.1 – 5.2 of the Official Minutes of the Council).

RESOLVED:

That the Forward Plan of Decisions for the period July - September, 2012, be noted.

31. Minutes of Policy Development Committees

There were no Minutes to be received for information.

32. Application for Phase 2 Heritage Lottery Fund for the Development of Hednesford Park / War Memorial

Consideration was given to the Report of the Head of Environmental Services (Enclosure 7.1 – 7.13 of the Official Minutes of the Council).

RESOLVED:

That

- (A) It be noted that the Council's approved Section 106 programme contains £68,920 for Improvements to Hednesford Park which was being used towards the matched funding requirements of the HLF Stage 2 bid.
- (B) It be noted that the Developer involved in Hednesford Town Centre regeneration was contributing £164,699 towards the match funding requirements of the HLF Stage 2 bid.
- (C) Up to an additional £129,293 (including indexation) due to be received in 2012 as part of the S106 (Tesco development in Hednesford) be approved for use towards the matched funding requirements of the HLF Stage 2 bid.
- (D) An additional £13,788.28 (including indexation) be approved as part of the S106 (Phase one Hednesford regeneration) funds received for use towards the matched funding requirements of the HLF Stage 2 bid.
- (E) The sums identified in (B), (C) and (D), above, be approved for these purposes and added to the Council's Capital Programme 2013-2016.
- (F) In the event that the HLF Stage 2 bid is not successful, then the sums identified in (B), (C) and (D), above, may still be used to deliver a programme of improvements to Hednesford Park.
- (G) The necessary plans and background documents referred to in Section 4 of the report, which will be submitted as part of the HLF Stage 2 bid, be approved.
- (H) The Corporate Director be authorised to make minor amendments to the plans and documentation referred to in (G), above, and listed in Section 4 of the report.
- (I) The Corporate Director be authorised to sign the HLF Stage 2 bid document on behalf of the Council and to enter into any legal and other agreements that may be necessary to implement the recommendations contained in the report.

Reason(s) for the Decision

Hednesford Park was identified as the most popular park in the 2005 Green Spaces Strategy and played a pivotal role in the Greenspace network between Chadsmoor and Hednesford Hills. The Park and the War Memorial had not received any major Council expenditure (over and above revenue) since 1997/1998.

Approval of the additional shortfall funding would enable the full scheme to be delivered subject to its Stage 2 bid being successful. This represented a commitment from HLF of 85.73% of the total scheme.

33. Development of Community Sport and Recreation Hub – Stadium Site

Consideration was given to the Report of the Head of Commissioning (Enclosure 8.1 – 8.9 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) Approval be given to investigate the development of a community sport and recreation hub at the Stadium Site.
- (B) Approval be given to undertake consultation on the community sport and recreation hub concept, as set out in the report.
- (C) Further reports be received on the development of the site as a public open space and for sport and leisure purposes.

Reason(s) for the Decision

The project was considered complex with many issues to be considered and resolved before any solution could be reached in respect of the development of the community sport and recreation hub at the stadium site.

Although the Council had been approached by a local junior football club and an athletics club in relation to the stadium site it was suggested that in order to continue to investigate the development of a community sport and recreation hub at the site, some detailed consultation with residents, users, partners, clubs, Members and stakeholders be undertaken. The purpose of the consultation would be to establish the type of facility mix to be included at the proposed community hub, the level of interest in using the facilities at the hub, and to identify any local concerns.

The consultation, which was expected to take between 6 -12 weeks, would be conducted in line with the Council's Consultation and Engagement Strategy 2012-15 and contained within existing budgets. The types and methods of consultation were likely to include a combination of accessible methods, including information sent through the post, on line surveys, questionnaires and articles in the local press.

Once the initial consultation was completed and reviewed by Cabinet, the project could, if agreed, move forward to the subsequent stages listed below:-

Stage 1 – Review and finalisation of concept

Stage 2 – Detailed Project Development including consideration of the appointment of specialist advisers to undertake the work identified in 5.1 of the report, the findings of which would be reported to Cabinet for consideration and determination of the next steps.

34. Pooling of Business Rates Within the Greater Birmingham and Solihull Local Economic Partnership – Expression of Interest

Consideration was given to the Joint Report of the Corporate Director and Head of Financial Management (Enclosure 9.1 – 9.9 of the Official Minutes of the Council).

The Economic Development and Planning Portfolio Leader moved the following amendments to the recommendations, which were agreed:

- 2.1 That Cabinet approve participation in Expressions of Interest by 27 July, 2012 to pool business rates from 1 April, 2013 whilst retaining the option to withdraw from any proposal(s) thereafter.
- 2.2 That Cabinet approve participation in the EOI to pool business rates with Greater Birmingham & Solihull LEP (GBS LEP) as a first preference option; and to also approve participation in the EOI with Staffordshire Local Authorities.
- 2.3 That Cabinet authorise the CEO and S151 officer to submit an EOI to both GBS LEP and to Staffordshire County Council by 27 July, 2012.
- 2.4 That Cabinet receive a further report on the details of risks sharing and governance arrangements for the pooling of business rates in order to determine whether the Council wishes to formally proceed or not from 1 April, 2013.
- 2.5 That the decisions above relating to the submission of EOI's to both GBS LEP and Staffordshire Authorities be not subject to Call In due to the nationally determined deadline of 27 July, 2012.

RESOLVED:

That:

- (A) Participation in Expressions of Interest by 27 July 2012 to pool business rates from 1 April 2013 whilst retaining the option to withdraw from any proposal(s) thereafter be approved.
- (B) Participation in the Expression of Interest to pool business rates with Greater Birmingham and Solihull LEP (GBS LEP), be approved as a first preference option; and participation in the Expression of Interest with Staffordshire Local Authorities also be approved.
- (C) The Chief Executive and Section 151 Officer be authorised to submit an Expression of Interest to both the Greater Birmingham and Solihull LEP and to Staffordshire County Council by 27 July, 2012.

- (D) A further report be received on the details of risks sharing and governance arrangements for the pooling of business rates in order to determine whether the Council wished to formally proceed or not from 1 April 2013.
- (E) The decisions (A) to (D), above, relating to the submission of Expressions of Interest to both the Greater Birmingham LEP and Staffordshire authorities be not subject to call-in due to the nationally determined deadline of 27 July, 2012.

Reason(s) for the Decision

Economic growth and prosperity are key priorities of Cannock Chase Council. There are potential benefits for the Council in entering a pooling arrangement within the Greater Birmingham and Solihull Local Enterprise Partnership or Staffordshire and Stoke on Trent.

The proposal came forward to Cabinet because there was an opportunity to participate in an Expression of Interest in the pooling of business rates by DCLG national deadline of 27 July 2012 for any pooling scheme to start from 1 April 2013.

35. Additional Funding for Chase Advice Centre

Consideration was given to the Report of the Corporate Director (Enclosure 10.1 – 10.5 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The level of funding to Chase Advice Centre be increased from £7,500 to £10,000 for the 2012/13 – 2014/15 financial years.
- (B) The proposed increase in funding to Chase Advice Centre from £7,500 to £10,000 for the 2012/13 – 2014/15 financial years be recommended to Council as a supplementary estimate for approval.

Reason(s) for the Decision

Chase Advice Centre provided a valuable range of services to the public on a not for profit basis. Cabinet considered it appropriate to recommend an increased level of grant funding to Chase Advice Centre to support their work in the District.

36. Moss Road Estate – Reema Flats Redevelopment Scheme

Consideration was given to the Report of the Head of Housing (Enclosure 11.1 – 11.13 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The draft development brief for the Moss Road Estate - Reema Flats Redevelopment

Scheme (attached as Annex 1 to the Report) be agreed for the purposes of “soft market testing” and consultation.

- (B) The draft development brief be subject to:-
 - (i) A “soft market testing” exercise with selected Panel Members from the Delivery Partner Panel, established by the Homes and Communities Agency.
 - (ii) Consultation with residents of the Moss Road Estate and other stakeholders.
- (C) The views of the Housing Policy Development Committee are requested on the draft development brief.
- (D) Cabinet consider a “final” development brief for the Moss Road Estate Reema Flat Redevelopment Scheme following the “soft market testing” and consultation exercises.

Reason(s) for the Decision

The report considered a proposed draft development (attached as Annex 1) brief for the Moss Road Estate - Reema Flats Redevelopment Scheme for consultation and “soft market testing”. The draft brief proposed a scheme which was “tenure blind” with different tenures “pepper potted” throughout the development. It is estimated that the redevelopment could accommodate some 130 replacement houses and it was proposed that these should include 60 Council houses for social rent and 10 houses for sale under shared ownership arrangements by a Registered Provider. The remainder of the dwellings would be built and marketed by the Council's Development Partner for outright sale and may include a small number of flats, apartments or bungalows.

The draft brief also proposed that existing areas of open space were rationalised with a new larger area of open space being created in Larchwood Drive. This would incorporate a “local equipped area for play”. The Development Partner would also be required to design, fund and implement a programme of environmental improvements to the communal areas on the estate, with particular attention being given to the communal areas around the 8 “traditional” flat blocks. It was intended that the Council's Development Partner should be procured through the Delivery Partner Panel Framework Agreement which had been established by the Homes and Communities Agency. This would enable redevelopment scheme proposals to be assessed through a “mini tendering exercise”, rather than a full OJEU compliant process which could take up to 12 months.

Guidance in relation to the Partner Delivery Panel suggested that prior to the “mini tendering exercise”, the viability of a proposed scheme was assessed through “soft market testing” with selected Panel Members. It was therefore proposed that the draft development brief be subject to a “soft market testing exercise”.

It was also proposed that Moss Road Estate Residents and other stakeholders were consulted on the draft development brief and that the views of the Housing Policy Development Committee were sought.

Following the soft market testing and consultation exercises, a “final” proposed development brief would be formulated for consideration by Cabinet.

37. Housing Revenue Account Provisional Outturn, 2011-12

Consideration was given to the Joint Report of the Head of Housing and the Head of Financial Management (Enclosure 12.1 – 12.6 of the Official Minutes of the Council).

RESOLVED:

That the provisional outturn for the 2011-12 Housing Revenue Account Budget be noted.

Reason(s) for the Decision

The report presented the provisional outturn position in respect of the 2011-12 HRA as part of the performance review element of the Council's agreed financial cycle.

38. Second Doors to Bungalows

Consideration was given to the Report of the Head of Housing (Enclosure 13.1 – 13.7 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) A further Second Doors to Bungalows Programme be introduced into the 2012-13 Housing Revenue Account Capital Programme to provide second doors to "tenanted bungalows" which only have one door.
- (B) A budget of £10,000 be established within the 2012-13 Housing Revenue Capital Programme for the Second Doors to Bungalows Programme, funded through virement from the Housing Revenue Account capital contingency reserve.

Reason(s) for the Decision

The Second Doors to Bungalows Programme ended on 31 March 2012. However, two requests had subsequently been received from "tenanted bungalows" for a second door and further requests could be received later in the year.

It was the Council's policy to ensure all of its bungalows had two doors. As a result in cases where tenants had refused a second door this would subsequently be provided when the bungalow became void. This work was met from the Void Properties (Decent Homes) budgets which formed part of the approved three year HRA Capital Programme for the period 2012-13 to 2014-15.

There was, however, no agreed budget within the approved three year HRA Capital Programme to provide second doors to tenanted bungalows. In accordance with the Council's policy a second door would be provided to all bungalows at some time in the future. As a consequence, any additional expenditure to provide second doors to tenanted bungalows during 2012-13 would be compensated by savings in void costs in future years.

It was, therefore, proposed that a budget of £10,000 be estimated within the 2012-13 HRA Capital Programme to reintroduce a Second Doors to Bungalows Programme to tenanted

bungalows during the current financial year. This could be funded through virement from the £100,000 contingency reserve which formed part of the agreed 2012-13 HRA Capital Programme.

39. Consultation and Engagement Strategy, 2012-15

Consideration was given to the Report of the Head of Policy (Enclosure 14.1 – 14.5 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The Consultation and Engagement Strategy 2012-15 be noted.
- (B) Council be recommended to approve the Consultation and Engagement Strategy 2012-15.

Reason(s) for the Decision

The Consultation and Engagement Strategy was a key action in achieving the Service Aim to “Involve residents in shaping and improving our services” included in the Transformation PDP 2012/13. The Consultation and Engagement Strategy and supporting Toolkit were intended to establish the framework for the Council’s Corporate approach for the next three years.

40. Use of Twitter at Hednesford Community Forum

Consideration was given to the Report of the Head of Policy (Enclosure 15.1 – 15.6 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The evaluation of the use of Twitter at Hednesford Community Forum on 26 March and 25 June, 2012 be noted.
- (B) The use of Twitter as a communications tool at all future Community Forums, be approved in principle, with a phased rollout to other forums in the District subject to (C), below.
- (C) In order for Twitter to be used as an e-communications tool at the Community Forum meetings, Council be recommended, through the Constitution Working Group, to consider appropriate changes to the Constitution.

Reason(s) for the Decision

Increasing the number of people who were aware of the Community Forums and who took part either at the meetings themselves or digitally via Twitter directly increased the Council’s ability to effectively communicate with residents.

It was, therefore, proposed to continue to use Twitter at Hednesford Community Forum and to begin a phased rollout to the other Forums in the District, according to Customer Insight and the likelihood of the use of e communications. This would begin with the Heath Hayes Forum in September before moving on to Rugeley in December and Cannock in March 2013. The use of Twitter at the other Forums would be closely monitored to ensure there was enough interest to justify its use.

41. Hayes Green Community Centre, Hawks Green

Consideration was given to the Report of the Head of Planning and Regeneration (Enclosure 16.1 – 16.6 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The grant of a 125 year lease of the site of the Hayes Green Community Centre (shown hatched black on the plan attached to the Report), to the Wimblebury and Heath Hayes Parish Council be approved on terms and conditions to be agreed by the Head of Planning and Regeneration to include payment of the Council's legal costs.
- (B) The area of additional land (shown cross hatched black on the plan attached to the report with the exception of the main access road) be licensed to Heath Hayes and Wimblebury Parish Council for use as amenity land on terms to be agreed by the Head of Planning and Regeneration.

Reason(s) for the Decision

Heath Hayes and Wimblebury Parish Council requested that Cannock Chase Council grant a new 125 year lease to include all the land in its ownership surrounding the Hayes Green Community Centre.

It was proposed that, subject to the title difficulties being resolved, the District Council accept a surrender of the residue of the existing lease and grant to Heath Hayes and Wimblebury Parish Council a further fully repairing and insuring lease for 125 years of the land hatched black on terms to be agreed. A license would be offered on the additional land to give control of it to the Parish Council while protecting the District Council's interests.

42. Cannock Chase Draft Local Plan Part 1

Consideration was given to the Report of the Head of Planning and Regeneration (Enclosure 17.1 – 17.22 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The Draft Local Plan Part 1 (attached as Annex 1 to the Report) be approved and it be issued with supporting documentation for public consultation, and that authority be given to the Head of Planning and Regeneration in consultation with the Cabinet Leader for Economic Development and Planning to make any non-substantive changes

considered necessary to the document and supporting documentation prior to consultation.

- (B) Support be confirmed for the identification of up to 500 houses from outside the District east of Rugeley and Brereton in Lichfield District as contributing to meeting the needs of Cannock Chase District and that this should be achieved through a Memorandum of Understanding if possible under the duty to cooperate and if not possible, the case is presented at the Lichfield District and Cannock Chase Local Plan examinations.

Reason(s) for the Decision

The Council must meet the requirements for the preparation of a Local Plan Development Plan Document in accordance with the Planning and Compulsory Purchase Act 2004, Localism Act 2012, the NPPF and the current regulations and guidance. The Local Plan will become the local development plan for Cannock Chase District.

Consultation on the Draft Local Plan Part 1 will give local communities and stakeholders the opportunity to make further representations on the proposed local planning strategy before it is formally published.

43. Freedom of the District / Freedom of Entry

Consideration was given to the Report of the Chief Executive (Enclosure 18.1 – 18.7 of the Official Minutes of the Council). The Leader moved a minor amendment to Paragraph 3.3 of the report, recommending deletion of the provision that not more than one be granted in any one Municipal year, which was agreed.

RESOLVED:

That:

- (A) The introduction of honorary awards of the Freedom of the District and Freedom of Entry be recommended to Council, with qualifying criteria as detailed in Paragraph 3.4 of the report.
- (B) Council be recommended to determine, at Special Council meetings called for this purpose, a budget for each specific Freedom nomination based on the appropriate scope of any celebratory event, as outlined in Section 4 of the report.

Reason(s) for the Decision

The report set out proposals for the establishment and implementation of the honorary award of the Freedom of the District and Freedom of Entry, and outlined the Council procedure for dealing with such awards, and the estimated costs depending on the scale and type of celebratory event in each case.

44. Localisation of Council Tax Support

Consideration was given to the Report of the Head of Finance (Enclosure 19.1 – 19.9 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The contents of the report be noted.
- (B) A special meeting of Cabinet be convened on 3 September, 2012, to authorise a formal consultation process when a draft scheme had been developed and its impact on local residents assessed.

Reason(s) for the Decision

As part of the Welfare Reform Agenda, the Government decided that with effect from 1st April 2013, the national Council Tax Benefit Scheme would be abolished and a duty placed on each Billing Authority to write its own Local Council tax Support Scheme (LCTS).

Thorough and comprehensive consultation on the Council's draft local scheme was deemed essential in order that:

- Local residents were informed of the forthcoming changes to legislation.
- The views of local residents and stakeholder were properly considered in the construction of the scheme.
- The most vulnerable members of society were given the appropriate levels of support.
- Legal challenges to the Council's scheme were avoided.

The actual design of a scheme for consultation would be developed during August and the parameters tested at individual, authority and parish level.

A special meeting of Cabinet would need to be convened in early September to authorise a formal consultation process, when a draft scheme had been developed and its impact on local residents assessed.

The meeting closed at 7.25 pm

LEADER