

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CABINET

HELD ON THURSDAY, 12 MARCH, 2015 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors:

Adamson, G.	Leader of the Council
Lovell, A.	Corporate Improvement Portfolio Leader
Mitchell, Mrs. C.	Culture and Sport Portfolio Leader
Alcott, G.	Economic Development and Planning Portfolio Leader
Bennett, C.	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

121. Apologies

Apologies were submitted on behalf of Councillor M.J. Holder, Deputy Leader and Crime and Partnerships Portfolio Leader.

122. 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>
Lovell, A.	Works for an Artificial Turf manufacturer	Personal

No other Declarations of Interest were made in addition to those already confirmed by Members in the Register of Members' Interests.

123. Updates from Portfolio Leaders

Corporate Improvement

Consultation on Design of the Council's Website - The Portfolio Leader advised that extended consultation on the re-design of the Council's website closed on Friday, 13 March, 2015.

Culture and Sport

Former Stadium Site - The Portfolio Leader advised that work had started on the

play areas at the former Cannock stadium site. The new play area for toddlers and juniors was part of phase one of the project, a £1.3million investment, which would also include 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. The design of the play area also incorporated the mining history of the area and the previous history of the athletics track.

Sport England Improvement Fund Bid - The Portfolio Leader also confirmed that that the Council had been successful in securing £390,039 of National Lottery funding from Sport England's Improvement Fund.

The Council was one of 12 projects across England to share in £4.3 million of National Lottery investment from the latest round of funding, which focused mainly on improving artificial grass pitches (AGPs) – used for a wide range of sports including hockey, football and rugby.

The Council's project would bring the disused and derelict former West Cannock Fives site at Bradbury Lane, Hednesford back into constructive use through the development of a full size floodlit 3G AGP, including goal recesses, a spectator area, a 7-a-side grass pitch, a new changing pavilion and on site car parking.

Planning permission for the new development was granted in November, 2014, and the Council was looking to complete the purchase of the site and start development during 2015.

Housing

Domestic Violence Refuge Funding - The Portfolio Leader advised that the Council had been successful in a joint bid with Stafford Borough Council and South Staffordshire District Council for funding from a £10 million Government scheme to help support refuges for domestic violence. The Councils had been awarded £116,946 of joint funding, to be administered by Stafford BC. This would help deliver a new refuge which was being built in Stafford, in partnership with Wrekin Housing Trust, Staffordshire Women's Aid and Stafford BC. The refuge would accommodate 12 women and up to 34 children and was due to open in September, 2015.

The Portfolio Leader advised that, during 2012, domestic abuse services were recommissioned across Staffordshire resulting in the loss of dedicated contracts for the provision of refuge accommodation. Whilst the funding came too late to save the former refuge in Maple Place, the new refuge would go some way towards meeting the needs of victims of domestic violence from Cannock Chase.

124. Minutes of Cabinet Meeting of 29 January, 2015

RESOLVED:

That the Minutes of the meeting held on 29 January, 2015, be approved as a correct record and signed.

125. Forward Plan

The Forward Plan of Decisions for the period March to May, 2015 (Item 5.1 – 5.2 of the Official Minutes of the Council) was considered.

RESOLVED:

That the Forward Plan of Decisions for the period March to May, 2015, be noted.

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

RESOLVED:

That the Minutes of the following Policy Development Committees be received for information:

- (i) Housing – 3 November, 2014

127. Amendments to Surveillance Policy

Consideration was given to the Report of the Council Solicitor (Item 7.1 – 7.4, plus Appendix, of the Official Minutes of the Council).

RESOLVED:

That the Surveillance Policy be amended in accordance with the Appendix attached to the report

Reason for Decision

The Council's current Surveillance Policy was adopted in June, 2013. Nationally, oversight of local authority procedures was maintained through the Office of the Surveillance Commissioner (OSC), who carried out regular inspections of local authorities.

Cannock Chase Council was inspected in October, 2014 and, as a result of matters of good practice raised in that inspection, it was considered prudent to take the opportunity to review and update the Council's current policy. Responsibility for reviewing the policy rested with legal services.

128. Quarter 3 Performance Report 2014-15

Consideration was given to the Report of the Managing Director (Item 8.1 – 8.61 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The performance information and the case studies relating to Priority Delivery Plans (PDPs) as detailed at Appendices 1-9 of the report, be noted.
- (B) The actions and indicators rated Red or Amber be noted, and the remedial action or rescheduled delivery stated to address performance be confirmed.
- (C) The General Fund financial performance against budget for the first Quarter at Appendix 9 to the report be noted.

Reason for Decision

Information for performance actions, indicators and case studies 2014/15 was included for relevant items in Appendices 1 to 8 of the report. The overall rankings for each Portfolio area were as detailed in Section 5 of the report, indicating that 86.1% of targets had been achieved during the third quarter of 2014/15. The recommendations reflected that this performance and any subsequent rescheduling be noted.

129. Redress Schemes for Lettings Agency work and Property Management Work – Requirement to Belong to an Approved Scheme

Consideration was given to the Report of the Head of Environmental Health (Item 9.1 – 9.7 of the Official Minutes of the Council).

RESOLVED:

That the amendment of the Scheme of Delegations to delegate responsibility for administering and enforcing the Redress Schemes for Lettings Agency Work and Property Management Work (Requirement to Belong to a Scheme, etc.) (England) Order 2014 to the Head of Environmental Health be approved.

Reasons for Decisions

The Order required that persons involved in letting agency or / and property management work in the private rented sector, be registered with an approved redress scheme. The Council was the enforcing authority for this statutory requirement and was obliged to take enforcement action where it was aware a person engaged in letting agency or property management work had failed to register with an approved redress scheme. A financial penalty of up to a maximum £5,000 could be levied against unregistered lettings / property management agents by the Council for failure to comply, though the Council had discretion to reduce the amount if it was satisfied that there were extenuating circumstances. There was also a statutory right of Appeal.

Currently, no qualifications, experience or independent approval were needed to operate as a property manager or lettings agent, and bad practice could be a frustrating and unpleasant experience for both landlords and tenants alike. The introduction of the legislation would provide tenants and landlords who received a poor service with a means of obtaining redress including compensation. The Order did not apply to Social Landlords, such as Local Authorities and Housing Associations, as they were already required to belong to the Housing Ombudsman Scheme by Schedule 2 to the Housing Act 1996.

130. 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 Paragraphs 1, 2 and 3, Part 1, Schedule 12A of the Local Government Act 1972 (as amended).

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CABINET

HELD ON THURSDAY, 12 MARCH, 2015 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 2

131. Land at Wharf Road, Rugeley

Consideration was given to the Not for Publication Report of the Head of Economic Development (Item 11.1 – 11.9 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) An open market disposal of the freehold interest in land at Wharf Road, Rugeley be approved on terms and conditions to be agreed by the Head of Economic Development including the submission of planning application as required.
- (B) The Head of Economic development be authorised to enter into a Joint Venture Agreement with Staffordshire County Council for the joint disposal of the Wharf Road and former Pear Tree School sites on terms to be agreed by the Head of Economic Development.
- (C) The Head of Economic development be authorised to enter into any necessary supplementary agreements to facilitate the disposal of land at Wharf Road.
- (D) Submission of a detailed planning application for the extension of the Artificial Turf Pitch (ATP) at Rugeley Leisure Centre be approved, including entering into any agreements required to enable an approved scheme to be implemented.

Reason for Decisions

The site in question was a relatively small triangular piece of vacant scrub land (2.99 acres) located at the back of residential properties off Hardie Avenue (the Pear Tree estate), Rugeley. The site was opposite Rugeley railway station, bounded by an electricity substation and visually unattractive. The site was in close proximity to the former Pear Tree Primary school site owned by Staffordshire County Council see plan attached for relationships).

The Council was previously the recipient of reclamation funding under the Derelict Land Reclamation Programme, now administered by Homes and Communities Agency (sponsored by DCLG), specifically for improving land at Wharf Road and the Rugeley Town railway station car park. In September, 1996, the Land and Economic Development Sub-Committee recommended disposal of land at Wharf Road on the open market but at that time this was for industrial/commercial uses, and the site had subsequently been unable to

attract private sector interest for these uses.

The adopted 1997 Local Plan allocated the Wharf Road site as an employment site; however, by 2008 the site was considered as an appropriate residential development site and included in the 2008 Strategic Housing Land Availability Assessment (SHLAA). This was considered more suitable given its relationship with its surroundings and adjacent residential uses.

An approach from SCC to work jointly with the Council on bringing forward land at Wharf Road and The Pear Tree Site under a formal Joint Venture Agreement had been made. There were significant benefits to working jointly including achieving more comprehensive development in the area and maximising potential capital financial receipts of the sites.

To achieve disposal of the Pear Tree site the Council and SCC needed to demonstrate a commitment to providing satisfactory compensatory sporting provision. It was proposed to achieve this by submitting a planning application to extend the current ATP facility at Rugeley Leisure Centre from half size to full size. The application would be submitted in parallel to the residential planning application for both the Wharf Road and Pear Tree sites and was seen as critical to achieving satisfactory compensatory sporting provision and in reducing the risk of any objections from Sport England on the Pear Tree Site.

Delivery of the extended ATP facility would need to be funded from the capital receipts achieved from disposal of Wharf Road and Pear Tree. There was an expectation that SCC and the Council would need to secure and implement the improvement in parallel with any development of the Pear Tree and Wharf Road site.

Financial commitments contained in the Rugeley Leisure Centre Lease signed 26 August, 2011 were to be met from the SCC capital receipt secured from the disposal of the Pear Tree Site. This may necessitate amendment to the terms of this lease and the recommendations provided for this eventuality.

132. Debt Recovery

Consideration was given to the Not for Publication Report of the Head of Finance (Item 12.1 – 12.20 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The amounts detailed in Appendices 1, 2 and 3 to the report be written off.
- (B) The actions of the Head of Finance in writing off the irrecoverable debts, below £1,000 be noted.

Reasons for Decisions

Council Tax - Appendix 1 to the report listed Council Tax arrears over £1,000 which could not be collected for the reasons stated, consisting of 28 cases with arrears totalling £47,086.96. All of the amounts written off would be charged against the provision for bad debts.

Non-Domestic Rates - Appendix 2 to the report listed Non-Domestic arrears over £1,000 which could not be collected for the reasons stated, consisting of

16 cases with arrears totalling £191,495.61.

Some of the Business Rates debts were being recommended for write-off on the grounds of insolvency of the companies that previously occupied properties. It was not uncommon in these circumstances for the properties concerned to be re-occupied, fairly quickly, by new companies often with similar names to the insolvent organisation. Therefore, it often appeared that the company had continued to trade, though this was not the case.

Where such a situation occurred, the new occupier was an entirely separate legal entity to the previous occupant and could not be held liable for rates due from the insolvent company. The debts were only submitted for write-off when Officers were sure that they could not be recovered.

The largest bad debt on the Business Rates schedule, related to Bannack Sales Ltd, with over £100,000 owing in respect of that account. The company retained responsibility for a very large unit for over two years, without having any assets against which the debt could be recovered. The company was dissolved on 29 October, 2013. A director of the company had been disqualified from being a director of any company until April 2018, but had previously been the director of 11 different companies including Bannack Sales Ltd., Brian James Holdings Ltd., Brian James Interiors Ltd., and Midland Furniture Outlets Ltd. Of these companies, only Midland Furniture Outlets Ltd remained in existence and that too was subject to a proposal to strike off.

Two debts for Brian James Holding Ltd. In relation to the same property totalling more than £42,000 were written off, following that company going into receivership in 2011.

Housing Benefit Overpayments - Appendix 3 listed Housing Benefit Overpayments with arrears over £1,000 which could not be collected for reasons stated, consisting of 10 cases with arrears totalling £18,293.29.

The meeting closed at 4.30 p.m.

LEADER

CANNOCK CHASE COUNCIL

MINUTES OF THE MEETING OF THE

CABINET

HELD ON THURSDAY, 23 APRIL, 2015 AT 4:00 P.M.

IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors:

Adamson, G.	Leader of the Council
Holder, M.J.	Deputy Leader and Crime and Partnerships Portfolio Leader
Lovell, A.	Corporate Improvement Portfolio Leader
Alcott, G.	Economic Development and Planning Portfolio Leader
Bennett, C.	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

133. Apologies

Apologies were submitted on behalf of Councillor Mrs. C. Mitchell, Culture & Sport Portfolio Leader.

134. 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>
Lovell, A.	Agenda Item 15 – Application for Permission to Spend – Artificial Grass Pitch (AGP) Project, Bradbury Lane, Hednesford.	Personal - <i>Works for an Artificial Turf manufacturer.</i>

No other Declarations of Interest were made in addition to those already confirmed by Members in the Register of Members' Interests.

135. Updates from Portfolio Leaders

None.

136. Minutes of Cabinet Meeting of 12 March, 2015

RESOLVED:

That the Minutes of the meeting held on 12 March, 2015, be approved as a correct record and signed.

137. Forward Plan

The Forward Plan of Decisions for the period April to June, 2015 (Item 5.1 – 5.2 of the Official Minutes of the Council) was considered.

RESOLVED:

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

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

RESOLVED:

That the Minutes of the following Policy Development Committees be received for information:

- (i) Culture & Sport PDC – 21 January, 2015
- (ii) Economic Development & Planning PDC – 19 November, 2014
- (iii) Environment PDC – 11 December, 2014
- (iv) Health & Wellbeing PDC – 16 December, 2014
- (v) Housing PDC – 27 January, 2015
- (vi) Town Centre Regeneration PDC – 8 January, 2015

Recommendation from the Town Centre Regeneration PDC of 8 January, 2015, in respect of:

Town Centre Traders Association Issues (Minute No. 21 – 2014/15)

“That Cabinet be asked to consider the request from Cannock Traders’ Association to remove car parking charges to coincide with Cannock Carnival.”

Recommendations from the Housing PDC of 24 March, 2015, in respect of:

Houses in Multiple Occupation (HMO) (Minute No. 27 – 2014/15)

“That:

- (A) The HMO Standards as set out in Appendix 1 of the report of the Head of Environmental Health be agreed and recommended to Cabinet for approval.
- (B) The principle of a risk based HMO inspection programme proposed at Appendix 2 of the same report be agreed and recommended to Cabinet for approval.”

Sheltered Housing Scheme Service Standard (Minute No. 30 – 2014/15)

“That the proposed Sheltered Housing Scheme service standard as set out at Appendix 2 of the report of the Head of Housing & Waste Management be recommended to Cabinet for approval.”

RESOLVED:

That:

Town Centre Regeneration PDC – 8 January, 2015:

- (A) The request from Cannock Traders' Association to remove car parking charges to coincide with Cannock Carnival not be granted.

Housing PDC – 24 March, 2015:

- (B) The HMO Standards as set out in Appendix 1 of the report of the Head of Environmental Health be approved.
- (C) The principle of a risk based HMO inspection programme proposed at Appendix 2 of the same report be approved.
- (D) The proposed Sheltered Housing Scheme service standard as set out at Appendix 2 of the report of the Head of Housing & Waste Management be approved.

139. Review of Community Forums

Consideration was given to the Report of the Head of Governance (Item 7.1 – 7.32 of the Official Minutes of the Council).

RESOLVED:

That the following recommendations be submitted to Council on 27 May, 2015, for consideration:

- (A) The Community Forums cease to be held on a quarterly basis from the start of the 2015-16 Municipal Year.
- (B) In future, public forums will be held where:
 - (i) There is a specific issue that the Council wants to engage with the community on, or;
 - (ii) The community requests that a public meeting be held (it is suggested that a minimum of 10 members of the public would need to support the request for a public meeting).
- (C) As a result of decision (A), the Constitution and Calendar of Meetings 2015-16 be amended accordingly.
- (D) A review be undertaken of the ways in which the Council engages with its community, with the findings being reported to Council in 2016.

Reasons for Decisions

The Community Forums were first established in May 2000, and have remained relatively unchanged since that time. A previous review was undertaken in 2008/09 which focussed on publicity of the Forums and attendance by partners.

The latest review was established as part of the 2014/15 Transformation (Corporate Improvement) Priority Delivery Plan (PDP) in order to 'review use and format of community forums for engaging with the public'.

The key issues arising from the review were grouped into 3 main categories:

- (i) Purpose;
- (ii) Structure;
- (i) Frequency and number of Forums, as detailed below:

Purpose

At present, the Forums focussed mainly on matters for which partner organisations had responsibility (such as the Police and County Council). As attendance from invitees/partners was varied, this caused inevitable frustrations for Councillors and residents who had submitted questions for response by those bodies.

Structure

Concerns had been raised that at present the Forums were too 'formal', whereby structured agendas were produced, thus restricting the opportunity for general discussions/questioning to take place. The production of committees' style meeting notes also added to the notion of 'formality'.

Frequency and Number of Forums

Attendance at the Forums was very low, with less than 1% of the population in each of the areas attending each year. The Heath Hayes, Norton Canes and Rawsley Forum was the least well attended of the four and was consistently the most difficult to source a suitable location for hosting. The December meeting of all of the Forums tended to see a drop in attendance figures as people had other commitments at that time. Whilst some of the issues covered in the report would help to encourage attendance, it was considered that the number of Forums and the frequency of meetings should be reduced.

On the basis of the above, Members considered that the current frequency and format of the Forums should cease, but allow for 'one-off' public forums to be held should there be a specific issue or topic the Council wished to brief the public on, or if the public requested that a forum be held.

It was also recommended that a wider review be undertaken of the ways in which the Council engaged with its community to determine whether current methods used were effective (and if not, what other methods were available), with the findings of the review reported to Council in 2016.

140. Cannock Chase District Draft Design Supplementary Planning Document (SPD) and Local List

Consideration was given to the Report of the Head of Economic Development (Item 8.1 – 8.149 of the Official Minutes of the Council).

RESOLVED:

That the Draft Design Supplementary Planning Document (attached as Appendix 1 to the report), including the methodology for a proposed Local List, be approved for consultation.

Reasons for Decision

The National Planning Policy Framework 2012 (NPPF) placed a strong emphasis on good design in development. One of the core planning principles

was that planning should always seek to secure high quality design and a good standard of amenity for all existing and future occupants. Furthermore the NPPF defined heritage as including assets identified by the Council e.g. through Local Listing, and national good practice guidance issued by English Heritage in 2012 confirms the important role of a Local List in celebrating heritage valued by the community. The Cannock Chase Local Plan (Part 1) 2014 included Policy CP3 Chase Shaping: Design indicates the intention of producing a Design SPD and Policy CP15 Historic Environment referred to the preparation of a Local List of locally significant heritage assets. These documents emphasised the need to encourage the local distinctiveness of places which allowed a more local emphasis to design and heritage to be adopted.

A District Characterisation Study was carried out in 2011 and it was resolved at Cabinet in December 2011 (Minute 109 refers) to adopt the Study as part of the Core Strategy Evidence Base, to be used to inform preparation of a Design SPD. In addition, suggestions of buildings to include on a Local List received during the consultation process were resolved to be added to previous suggestions from the community and support be given to preparation of a Local List. The Draft Design SPD and Draft Local List were agreed to be presented to a future Cabinet meeting to seek approval for public consultation.

The Characterisation Study identified and defined in a systematic and objective way the key characteristics of built form and landscape which made different areas of Cannock Chase District special. This enabled key design guidelines to be set out for each which would contribute to conserving the local distinctiveness of the District as it evolved into the future. Suggestions and general preferences emerging from early informal public consultation on the Characterisation Study were also incorporated. The Characterisation Study together with experience gained from operation of the development process in the District over recent years and the increased prominence of topics such as climate change has informed development of the Draft Design SPD.

The proposed Cannock Chase Local List arose from a desire to recognise buildings and features of local historic significance in planning decisions which did not meet the requirements for statutory listing but nevertheless made a contribution to the valued local scene. It did not bring additional controls but would be a material consideration in planning decisions which affected them or their setting.

A number of existing local planning guidance documents had been reviewed and will be superseded upon final adoption of this Design SPD including the House Extensions Design Guide 2003 and the Trees, Landscape and Development SPG 1999.

141. Supporting Cannock Hospital Car Parking Requirements

Consideration was given to the Report of the Managing Director (Item 9.1 – 9.6).

The Managing Director advised that if any significant issues of concern were to arise out of the negotiations that meant the spirit of the recommendations could not be complied with, then further reports on this matter would come forward to Cabinet for consideration.

RESOLVED:

That:

- (A) The conversion of the existing Civic Centre staff car park opposite Cannock Hospital to a public pay and display car park be approved.
- (B) Council, at its meeting to be held on 27 May, 2015, be recommended to include a capital scheme in the General Fund Capital Programme of £300,000 to convert and extend the Civic Centre staff car park by approximately a further 80 spaces.
- (C) Entering into a lease arrangement(s) with Royal Wolverhampton Trust for alternative car parking capacity near to the Civic Centre be approved.
- (D) Entering into a lease arrangement(s) for alternative car parking capacity for Council staff and tenants who need to be transferred off the Civic Centre site be approved.
- (E) Council, at its meeting to held on 27 May, 2015, be recommended to rescind the existing charge for all elected Members for the Members car park from 1 April, 2015, for the reasons stated in the report.
- (F) Authority be delegated to the Managing Director to enter into any agreements necessary to implement Cabinet and Council decisions on these matters.

Reasons for Decisions

The Royal Wolverhampton Hospital NHS Trust (RWHT) directly managed Cannock Hospital as a result of the Trust Special Administrator (TSA) recommendations relating to the dissolution of Mid Staffs Hospital NHS Trust (Stafford Hospital).

RWHT had made significant investments into Cannock Hospital and a much wider range of NHS services would be based at the hospital. Local residents would have better access to certain specialties such as Gynaecology, Orthopaedics, Gastroenterology, Paediatrics and Ante Natal care at Cannock Hospital which would reduce the need to travel to Wolverhampton. Large numbers of Wolverhampton residents would travel to Cannock Hospital for elective and outpatient services. As Cannock Hospital was effectively a centre for elective care it would not be disrupted by emergency care as it did not have an A&E department or deal with emergency patients.

RWHT had asked Cannock Chase Council to assist in expanding car parking capacity adjacent to the hospital to cater for significant increases in patient numbers during 2015/16. An X68 bus service travelling between New Cross Hospital and Cannock Hospital funded by RWHT on a six month trial basis from February 2015 was provided free for patients and Trust staff.

Following due consideration, Cannock Chase Council had agreed in principle to support the request by converting the existing main staff car park into a Council managed pay and display facility which was accessible and opposite Cannock Hospital. The report dealt with matters which required Member decisions in order that additional car parking capacity could be provided for NHS patients and

visitors.

The recommendations were based on the principle that the Council was committed to supporting local NHS services but this would not be at any increased cost to the Council tax payer. The pay and display income would be used to fund the Council's costs to deliver its commitments without exacerbating the Council's existing financial position.

142. Bus Shelter Replacement and Refurbishment Programme

Consideration was given to the Report of the Head of Housing & Waste Management (Item 10.1 – 10.5 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The Bus Shelter Replacement and Refurbishment Programme as set out in Appendix 1 of the report be agreed.
- (B) The agreed £48,000 Bus Shelter Replacement and Refurbishment Programme Budget be profiled for £24,000 of expenditure in 2015-16 and £24,000 of expenditure in 2016-17
- (C) Scheme approval and permission to spend be agreed.

Reasons for Decisions

The report presented a proposed Bus Shelter Replacement and Refurbishment Programme in relation to the £48,000 Bus Shelter Refurbishment budget which formed part of the agreed General Fund Capital Programme for the period 2015-16 to 2017-18.

A proposed two year programme was set out as Appendix 1 of the report. It was suggested that it be implemented during 2015-16 and 2016-17 and that the budget be profiled for £24,000 of expenditure during each financial year.

In accordance with the Council's agreed capital expenditure control procedures scheme approval and permission to spend in relation to the proposed Bus Shelter Replacement and Refurbishment Programme was also requested.

143. Technically, Environmentally and Economically Practicable (TEEP) Assessment

Consideration was given to the Report of the Head of Housing & Waste Management (Item 11.1 – 11.7 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The outcomes of the Council's assessment regarding "Technically, Economically and Environmentally Practicable" (TEEP) recycling be noted.
- (B) In view of the additional cost, the source separation of dry recycling

material was not considered to be “economically practicable” and that the Council continue to collect dry recyclables on a co-mingled basis.

- (C) The collection of co-mingled dry recyclables forms part of the specification for the Single Waste Collection Contract.

Reasons for Decisions

Under the amended Waste (England and Wales) Regulations, the Council was required to undertake an assessment to ascertain whether the provision of “source separated” collection services of dry recyclables was “technically, environmentally and economically practicable”. This was commonly known as TEEP.

The Council currently collected dry recyclables on a co-mingled basis and if this service was to continue as part of the Single Waste Collection Contract, (from 1 April 2016), it must prove through its TEEP assessment that source separated collection was not practicable in at least one of the aforementioned areas.

The report presented a summary and the outcome of the Council’s TEEP assessment, which was undertaken within a framework provided by the Staffordshire Waste Partnership template.

The assessment concluded that it was technically and environmentally practicable to collect dry recyclables on a source separated basis. However, source separated collections would result in an estimated additional annual net cost of £562,500 and it was therefore considered that it failed to pass the practicability test on economic grounds.

The Council was not obligated into changing its service to provide source separated collections if this was considered to fail any of the three practicability test. It was therefore proposed that the continued collection of co-mingled dry recyclables forms part of the specification for the Single Waste Collection Contract.

144. Cannock Chase Right to Buy Social Mobility Fund

Consideration was given to the Report of the Head of Housing & Waste Management (Item 12.1 – 12.6 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The “Cannock Chase Right to Buy Social Mobility Scheme” as set out in Appendix 1 of the report be approved.
- (B) Council, at its meeting to be held on 27 May, 2015, be requested to include £200,000 of Right To Buy Social Mobility Scheme Funding as an additional resource within the 2015/16 Housing Revenue Account Capital Programme.
- (C) Scheme approval and permission to spend be agreed for the “Cannock

Chase Right to Buy Social Mobility Scheme”.

Reasons for Decisions

The Council made a successful bid for £200,000 of grant from the “Right to Buy Social Mobility Fund” which was launched by the Department for Communities and Local Government (DCLG) in February 2015.

The aim of the fund was to assist certain households who are unable to purchase their Council home to buy a property on the open market.

A proposed “Cannock Chase Right to Buy Social Mobility Scheme” was attached as Appendix 1 to the report. This was formulated in accordance with the requirements of the DCLG and would be restricted to the following types of household, who would be eligible to receive a “one-off” cash payment of £20,000:

- (i) Older tenants that are unable to purchase their bungalow due to RTB exemptions who wish to purchase appropriate accommodation; and
- (ii) Tenants who are unable to obtain a mortgage due to the construction type of their home.

The “scheme” would also release one and two bed bungalows and larger family accommodation in popular areas of the District for re-letting to households on the housing register.

The £200,000 of grant funding did not form part of the agreed 2015-16 Housing Revenue Account Capital Programme and it was therefore necessary to seek Council approval in order that this be included.

In accordance with the Council’s agreed Capital Expenditure Control Procedures, it was also necessary to seek scheme approval and permission to spend in relation to the “Cannock Chase Right to Buy Social Mobility Scheme”.

145. 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 Paragraphs 1, 2 and 3, Part 1, Schedule 12A of the Local Government Act 1972 (as amended).

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CABINET

HELD ON THURSDAY, 23 APRIL, 2015 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 2

146. Extension of Green Lane Housing Scheme

Consideration was given to the Not for Publication Report of the Head of Housing & Waste Management (Item 14.1 – 14.6 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) An extension of the Green Lane Housing Scheme to develop 2, two bedroom bungalows through an additional “land and build” package with Jessup be agreed.
- (B) The additional Scheme cost of £260,000 be met by virement from the 2016-17 “Development of Former Garage Sites” budget.
- (C) £60,000 of the revised budget provision be profiled for expenditure in 2015-16.
- (D) Scheme approval and permission to spend for the revised scheme be agreed.
- (E) The Head of Housing and Waste Management following consultation with the Head of Economic Development be authorised to agree terms and conditions with Jessup for the scheme and enter into the necessary contracts.

Reason for Decisions

Jessup offered the Council the opportunity of extending the Green Lane Housing Scheme in Rugeley through the provision of 2, two bedroom bungalows. This would be provided through a further “land and build” package with the Council.

The estimated cost of the extension was £260,000 and was considered to represent “value for money” in terms of land value and build costs following assessment by the Head of Economic Development and the Council’s external Quantity Surveyors.

The £260,000 could be met by viring £260,000 from the 2016-17 “Development of Former Garage Sites” budget which formed part of the agreed three year HRA Capital programme. It would also be necessary to bring forward £60,000 of this budgetary provision to 2015-16 in order that it accords with the build

programme.

It was proposed that Jessup's "offer" to extend the Green Lane Housing Scheme be accepted and that subject to the receipt of planning consent, scheme approval and permission to spend for the revised scheme be requested.

Authorisation was also requested to agree terms and conditions and enter into the necessary contracts.

147. Application for Permission to Spend – Artificial Grass Pitch (AGP) Project, Bradbury Lane, Hednesford

Consideration was given to the Not for Publication Report of the Head of Commissioning (Item 15.1 – 15.54 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The successful conditional award of £390,039 from Sport England towards the proposed scheme be noted and Council, at its meeting to be held on 27 May, 2015, be recommended to include this amount in the Capital Programme.
- (B) The project outline and capital expenditure of £1,250,039 to deliver the proposed scheme be approved.
- (C) The procurement process to select a partner to manage the facility be approved.
- (D) Delegated authority be granted to the Head of Commissioning in consultation with the Culture and Sport Portfolio Leader to enter into the required contractual arrangements with Sport England to secure the funding towards the proposed scheme and to take such actions as may be necessary to progress the above recommendations within existing budgets.

Reasons for Decisions

Cannock Chase Council and Staffordshire County Council had an agreed Joint Investment Programme and established a Joint Investment Fund for key priorities within the Cannock Chase area. One of the agreed and approved priorities was the construction of a full-size AGP. There was a balance of £860,000 remaining in the Capital Programme (after purchase of the land) for this purpose.

On 24 February 2015 the Council received notification that it had been successful with its funding application bid for National Lottery Funding from Sport England, amounting to £390,039 towards this project. This offer was conditional on agreeing to Sport England's Deed of Agreement.

The total funding available for this project was £1,250,039 and based on the pre-tender cost estimates is sufficient to deliver the project.

Approvals were requested (subject to the completion of the purchase of the

site):

- (a) for the proposed project outline as set out in this report and permission to spend in relation to the construction and development of this scheme;
- (b) for the authority to enter into the Deed of Agreement with Sport England; and
- (c) to select a partner to manage the facility.

The meeting closed at 4:20pm

LEADER

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
PLANNING CONTROL COMMITTEE
WEDNESDAY 1 APRIL, 2015 AT 3.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors

Cartwright, Mrs. S.M. (Chairman)
Kraujalis, J.T. (Vice-Chairman)

Ball, G.D.	Mitchell, Mrs. C. (substituting for
Bernard, J.D.	Allen, F.W.C.)
Bottomer, B.	Pearson, A.
Dean, A.	Snape, P.A.
Freeman, Miss M.	Todd, Mrs. D.M.
Grocott, M.R.	Todd, R.

126. Apologies

Apologies for absence were received from Councillors F.W.C. Allen and C. Anslow.

Councillor Mrs. C. Mitchell was in attendance as substitute for Councillor F.W.C. Allen.

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

No further declarations were made in addition to those already confirmed by Members in the Register of Members Interests.

128. Disclosure of lobbying of Members

None

129. Minutes

RESOLVED:

That the Minutes of the Meeting held on 11 March, 2015 be approved as a correct record.

130. Members' Requests for Site Visits

None

131. Application CH/14/0417, The Globe Inn, East Cannock Road, Hednesford, Cannock – Erection of a 20 bed two storey care home (C2) with parking and associated landscaping (re-submission of CH/14/0022)

Following a site visit, consideration was given to the Report of the Development Control Manager (Item 6.1 – 6.19 of the Official Minutes of the Council).

The Development Control Manager advised that the Landscape Officer had confirmed that Japanese knotweed was present at the site. Should the application be approved an informative would be included to ensure that it was removed from the site.

RESOLVED:

That the application be approved subject to the conditions contained in the report for the reasons outlined therein subject to

- (i) The deletion of the original Condition 8, which required reduction in the proposed car parking provision.
- (ii) The following additional informative – there is Japanese Knotweed present within the curtilage of the site. Japanese Knotweed is classed as ‘Controlled Waste’ under the Environmental Protection Act 1990 and must be disposed of safely at a licensed landfill.

(Councillors B. Todd and Mrs. D.M. Todd requested that their names be recorded as having voted against this decision).

132. Application CH/15/0022, Doctors surgery, 441 Cannock Road, Hednesford, Cannock – change of use from vacant doctors surgery to 6 no. 1 bedroom apartments

Consideration was given to the Report of the Development Control Manager (Item 6.20– 6.30 of the Official Minutes of the Council).

The Development Control Manager clarified that the reason the application had been referred to the Planning Control Committee for a decision was due to the Town Council submitting an objection.

RESOLVED:

- (A) That the applicant be requested to enter into a Unilateral Undertaking to secure a financial contribution of £1,105 for mitigation of the impact of the development on the SAC;
- (B) On completion of this Unilateral Undertaking the application be approved subject to the conditions contained in the report for the reasons stated therein.

The meeting finished at 3.20pm.

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
PLANNING CONTROL COMMITTEE
WEDNESDAY 22 APRIL, 2015 AT 3.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors

Cartwright, Mrs. S.M. (Chairman)
Kraujalis, J.T. (Vice-Chairman)

Allen, F.W.C.	Freeman, Miss M.A.
Ball, G.D.	Pearson, A.
Bernard, J.D.	Snape, P.A.
Bottomer, B.	Todd, Mrs. D.M.
Dean, A.	Todd, R.
Fisher, P.A.	

133. Apologies

Apologies for absence were received from Councillors C. Anslow and M.R. Grocott.

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

No further declarations were made in addition to those already confirmed by Members in the Register of Members Interests.

135. Disclosure of lobbying of Members

The following disclosures of lobbying were made:

- (i) Application CH/13/0323, Land off Lakeside Boulevard, Bridgtown Cannock – Residential development: Erection of 111 dwellings, public house/restaurant and provision of public open space (outline all matters reserved) (amended plans) – All Members
- (ii) Application CH/14/0293, Former Ultra Electronics site, Main Road, Rugeley – residential development: Erection of up to 120 dwellings (outline with access only) - Councillor P.A. Fisher

136. Minutes

RESOLVED:

That the Minutes of the Meeting held on 1 April, 2015 be approved as a correct record.

137. Members' Requests for Site Visits

RESOLVED:

At the request of Councillor J.T. Kraujalis it was agreed that a site visit be undertaken in respect of Application CH/15/0088 – JP Alloys, Unit 3 Union Street, Bridgtown, Retention of roller shutter and chimney stack.

Reason: to assess the impact of the development on the environment/character of the road.

138. Application CH/14/0293, Former Ultra Electronics Site, Main Road/Armitage Road, Brereton – Residential Development, Erection of up to 120 dwellings (outline with access specified)

Following a site visit, consideration was given to the Report of the Development Control Manager (Item 6.1 – 6.15 of the Official Minutes of the Council).

The Development Control Manager circulated the following update to the Committee:

- The access had been relocated as per Layout Drawing (14-1961-001 Rev B) (Members were shown the revised drawing)
- No comments received from Staffordshire County Highways, therefore, approval is subject to satisfactory comments being received and any proposed conditions, informatives and s106 requirements they may request
- Additional conditions proposed in respect of:-
 - i) details of SuDS (sustainable drainage)
 - ii) Construction Management Plan
 - iii) Control over days and hours of construction

Prior to consideration of the application representations were made by Andy McMullan (Knight Frank), in support of the application.

RESOLVED:

- (A) That the applicant be requested to enter in to an Agreement under Section 106 of the Town and Country Planning Act, 1990 to secure 10% affordable housing (11 units in a development of 107), a financial contribution of £23,647 for mitigation of the impact of the development on the SAC, provision of on-site space and a financial contribution of £291,875 towards education and open space (split 50/50);

- (B) On completion of the Agreement the application be approved subject to (i) the conditions contained in the report for the reasons stated therein and to the following additional conditions in respect of:

- details of SuDS (sustainable drainage)
- Construction Management Plan
- Control over days and hours of construction

and (ii) satisfactory comments being received from Staffordshire County Highways and any proposed conditions, informatives and s106 requirements they may request.

(The Development Control Manager agreed to write to the applicant to advise of the concerns raised regarding the condition of the site).

139. Application CH/15/0025, Court Bank Farm, Slang Lane, Rugeley – Demolition of existing buildings and construction of larger replacement equestrian building for stabling (6 horses) and storage of hay and bedding materials, creation of midden and alterations to site levels (amended proposal)

Following a site visit, consideration was given to the Report of the Development Control Manager (Item 6.16– 6.31 of the Official Minutes of the Council).

The Development Control Manager circulated the following update to the Committee:-

- Since writing the report the following further correspondence has been received:-
 - Letter of objection, which states:-
 - impact on surrounding area and lack of need;
 - proposals at Court Bank Farm to expand applicants antiques business (not part of the proposed plans, but rumoured);
 - damage to roads and services from vehicles accessing site;
 - creation of new road between application site and antique business, which has been a major disturbance to property owners in local area;
 - premises an eyesore when walking from top of Hayfield Hill to Nunswell Park;
 - number of heavy trucks swinging around local roads hazardous to children.

Environmental Health comments: - suggest hours condition in respect of use based on recent complaints (Officers do not support this suggested condition).

RESOLVED:

That the application be approved subject to the conditions contained in the report for the reasons stated therein.

140. Application CH/15/0001, 410 – 418 Cannock Road, Cannock – Residential development:- demolition of existing retail units and erection of 19 No. 2 bedroom houses and 11 No. 3 bedroom houses with associated access, parking and amenity areas (amended plans)

Following a site visit, consideration was given to the Report of the Development Control Manager (Item 6.32– 6.57 of the Official Minutes of the Council).

The Development Control Manager circulated the following update to the Committee:-

- The description contained in the report should be amended as the scheme was amended to provide an additional 4 dwellings (34 instead of 30);
- Additional conditions proposed in respect of:-
 - (i) Details of SuDS (Sustainable drainage)
 - (ii) Construction Management Plan
- Within 3 months of the date of this decision the existing buildings on the site shall be demolished and the site cleared of all resulting waste and debris, unless otherwise agreed in writing with the Local Planning Authority
Reason: In the interests of neighbouring amenity
- No demolition or construction works shall be undertaken in association with the development hereby approved outside the hours of 8:00hrs and 16:00hrs Monday to Friday, 8.00hrs and 13:00hrs on Saturdays and at no time Sundays, Bank or Public Holidays, unless otherwise agreed in writing with the Local Planning Authority
Reason: In the interests of the amenity of nearby neighbours. In accordance with Policy CP3 of the Cannock Chase Local Plan and the NPPF
- The development hereby permitted shall not be occupied until the ground gas protection measures to be installed are submitted to and approved by the Local Planning Authority. An independent validation certificate shall be submitted to the Council prior to first occupation
Reason: In order to enable the development to proceed in a safe environment and to protect the health and safety of its occupiers and to ensure compliance with Local Plan Policy CP3 and the NPPF.
- Prior to the commencement of the development details shall be submitted to and approved in writing by the Local Planning Authority detailing that the living room and bedroom standards achieved shall comply with those set out in BS8233:2014 Guidance on Sound Insulation and Noise Reduction for Buildings paragraph 7.72 Table 4
Reason: To ensure that the proposed development does not prejudice the enjoyment by neighbouring occupiers of their properties

- Full details of window and door design including the depth of the windows within their openings shall be submitted to and approved in writing prior to the commencement of development
Reason: In the interests of visual amenity and to ensure compliance with Local Plan Policies CP3, CP15, CP16, RTC3 (where applicable) and the NPPF.

RESOLVED:

- (A) That the applicant be requested to enter in to an Agreement under Section 106 of the Town and Country Planning Act, 1990 to secure a financial contribution of £77,217 towards education, £7480 for mitigation of the impact of the development on the SAC, a commuted maintenance sum for the Public Open Space (TBC), the adoption of the Public Open Space and 100% affordable housing to be provided in perpetuity;
- (B) On completion of the Agreement the application be approved subject to the conditions contained in the report for the reasons stated therein and to the following additional conditions:-
 - The description contained in the report should be amended as the scheme was amended to provide an additional 4 dwellings (34 instead of 30);
 - Additional conditions proposed in respect of:-
 - (i) Details of SuDS (Sustainable drainage)
 - (ii) Construction Management Plan
 - Within 3 months of the date of this decision the existing buildings on the site shall be demolished and the site cleared of all resulting waste and debris, unless otherwise agreed in writing with the Local Planning Authority
Reason: In the interests of neighbouring amenity
 - No demolition or construction works shall be undertaken in association with the development hereby approved outside the hours of 8:00hrs and 16:00hrs Monday to Friday, 8.00hrs and 13:00hrs on Saturdays and at no time Sundays, Bank or Public Holidays, unless otherwise agreed in writing with the Local Planning Authority
Reason: In the interests of the amenity of nearby neighbours. In accordance with Policy CP3 of the Cannock Chase Local Plan and the NPPF
 - The development hereby permitted shall not be occupied until the ground gas protection measures to be installed are submitted to and approved by the Local Planning Authority. An independent validation certificate shall be submitted to the Council prior to first occupation
Reason: In order to enable the development to proceed in a safe environment and to protect the health and safety of its occupiers and to ensure compliance with Local Plan Policy CP3 and the NPPF.

- Prior to the commencement of the development details shall be submitted to and approved in writing by the Local Planning Authority detailing that the living room and bedroom standards achieved shall comply with those set out in BS8233:2014 Guidance on Sound Insulation and Noise Reduction for Buildings paragraph 7.72 Table 4
Reason: To ensure that the proposed development does not prejudice the enjoyment by neighbouring occupiers of their properties
- Full details of window and door design including the depth of the windows within their openings shall be submitted to and approved in writing prior to the commencement of development
Reason: In the interests of visual amenity and to ensure compliance with Local Plan Policies CP3, CP15, CP16, RTC3 (where applicable) and the NPPF.

141. Application CH/13/0323, Land off Lakeside Boulevard, Bridgtown, Cannock – Residential Development: Erection of 111 dwellings, public house/restaurant and provision of public open space (outline all matters reserved)

Following a site visit, consideration was given to the Report of the Development Control Manager (Item 6.58– 6.88 of the Official Minutes of the Council).

The Development Control Manager outlined the following errors in the report:-

Enclosure 6.67, paragraph 2.1 – replace the line “as such, this planning permission is essentially the principle of developing the site for a predominantly residential scheme” with “as such, this planning permission is essentially establishing the principle of developing the site for a predominantly residential scheme”

Enclosure 6.80, paragraph 5.15 – replace the words “vehicle repair related” with “industrial uses”

He then circulated the following update to the Committee:-

- Further letter had been received, not objecting in principle, but, request that consideration be given to impact of traffic and highway safety;
- Network Rail – ownership: Through the application form the applicant has confirmed that they own the land. Any land dispute between the applicant and a third party would be a civil matter;
- Additional conditions proposed in respect of:
 - (i) Details of SuDS (Sustainable Drainage);
 - (ii) Construction Management Plan;
 - (iii) County Highways Conditions, informative and requirement for Travel Plan;
 - (iv) S106 Contributions of £6200 towards Travel Plan Monitoring;
 - (v) Environment Agency conditions and informatives:-

- Further investigation works in regards to ground gases, site contamination and the re-use of materials and waste should be undertaken as per the recommendations in Section 6.2.6, 9.1.2 and 9.2.2 of the RSK Phase 1 and 2 Geo-environmental site investigation, ref 312771 -01 (00), dated October 2014. Based upon the outcomes a gas protection scheme to protect against volatile vapours as well as good gases and a site remediation plan shall be submitted for prior approval and agreed works undertaken in full prior to any occupancy of the development. All works shall be fully validated and reported to the LPA.
- Finalised design layouts shall be submitted for prior approval purposes. Single aspect housing shall be provided to the southern boundary adjacent to existing industrial premises with noise sensitive rooms facing towards Lakeside Boulevard. Details shall be submitted of the proposed glazing and ventilation proposals and acoustic treatments to the same.
- Details of the design, location and specification of the acoustic barrier, in accordance with current British Standards for structural performance and durability shall be submitted for prior approval purposes.

Prior to consideration of the application representations were made by Gene Wilson/Augean (objecting to the application) and Rob Thorley, GVA Grimley (supporting the application).

RESOLVED:

- (A) That the applicant be requested to enter in to an Agreement under Section 106 of the Town and Country Planning Act, 1990 to secure £221 per dwelling for mitigation of the impact of the development on the SAC, provision of a MUGA with a design agreed with the Council if the Council considers it necessary at the reserved matters stage, on-site open space including landscaping (commuted sum for the maintenance of these (to be agreed), 20% affordable housing to be provided in perpetuity and a financial contribution of £6200 towards Travel Plan Monitoring;
- (B) On completion of the Agreement the application be approved subject to the conditions contained in the report for the reasons stated therein and to the following additional conditions and S106 requirements:
 - Further letter had been received, not objecting in principle, but, request that consideration be given to impact of traffic and highway safety;
 - Network Rail – ownership: Through the application form the applicant has confirmed that they own the land. Any land dispute between the applicant and a third party would be a civil matter;

- Additional conditions proposed in respect of:
 - (i) Details of SuDS (Sustainable Drainage);
 - (ii) Construction Management Plan;
 - (iii) County Highways Conditions, informative and requirement for Travel Plan;
 - (iv) S106 Contributions of £6200 towards Travel Plan Monitoring;
 - (v) Environment Agency conditions and informatives:-

- Further investigation works in regards to ground gases, site contamination and the re-use of materials and waste should be undertaken as per the recommendations in Section 6.2.6, 9.1.2 and 9.2.2 of the RSK Phase 1 and 2 Geo-environmental site investigation, ref 312771 -01 (00), dated October 2014. Based upon the outcomes a gas protection scheme to protect against volatile vapours as well as good gases and a site remediation plan shall be submitted for prior approval and agreed works undertaken in full prior to any occupancy of the development. All works shall be fully validated and reported to the LPA.

- Finalised design layouts shall be submitted for prior approval purposes. Single aspect housing shall be provided to the southern boundary adjacent to existing industrial premises with noise sensitive rooms facing towards Lakeside Boulevard. Details shall be submitted of the proposed glazing and ventilation proposals and acoustic treatments to the same.

- Details of the design, location and specification of the acoustic barrier, in accordance with current British Standards for structural performance and durability shall be submitted for prior approval purposes

(The Development Control Manager agreed to advise Officers in Leisure Services of the concern expressed by Members regarding the inclusion of a MUGA at the development site).

142. Application CH/15/0003, Land to the rear of St. James Church, Church Road, Norton Canes, Cannock – Extension to existing cemetery

With regard to the Report of the Development Control Manager (Item 6.89 – 6.109 of the Official Minutes of the Council) the Development Control Manager advised that the application had been withdrawn from the agenda at the request of the applicant in order to further investigate site drainage issues.

The meeting finished at 4.00pm.

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
PLANNING CONTROL COMMITTEE
WEDNESDAY 13 MAY, 2015 AT 3.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors

Cartwright, Mrs. S.M. (Chairman)
Kraujalis, J.T. (Vice-Chairman)

Allen, F.W.C.	Hardman, B. (UKIP substitute)
Anslow, C.	Pearson, A.
Dean, A.	Snape, P.A.
Freeman, Miss M.	Todd, Mrs. D.M.
Grocott, M.R.	

(The Chairman advised that she had agreed to the order of the agenda being amended).

143. Apologies

No apologies for absence were received.

Councillor J.D. Bernard was not re-elected at the District Council Elections on 7 May, 2015 and Councillor B. Hardman was in attendance to take the UKIP seat on the Committee.

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

The following declarations were made in addition to those already confirmed by Members in the Register of Members Interests:-

Member	Interest	Type
Todd, Mrs. D.	Applicant CH/15/0064, 437 Cannock Rd, Hednesford, Cannock – change of use from Office (B1) to day nursery (D1) – Member knows the applicant who was making representations at the meeting	Personal

145. Disclosure of lobbying of Members

The following disclosures of lobbying were made:-

- (i) Application CH/15/0084, Former Pear Tree Community Primary School, Hardie Avenue, Rugeley – residential development – erection of 72 dwellings (outline including access only) – Councillors Mrs. S. Cartwright and J.T. Kraujalis
- (ii) Application CH/15/0064, 437 Cannock Road, Hednesford, Cannock – change of use from office (B1) to day nursery (D1) – Councillor Mrs. D. Todd

146. Minutes

RESOLVED:

That the Minutes of the Meeting held on 22 April, 2015 be approved as a correct record.

147. Members' Requests for Site Visits

None.

148. Application CH/15/0077, Leisure Centre, Burnthill Lane, Rugeley – replacement and extension to existing artificial turf pitch to form full size pitch with additional fencing and floodlighting

Following a site visit, consideration was given to the Report of the Development Control Manager (Item 6.18 – 6.31 of the Official Minutes of the Council).

The Development Control Manager advised that the report made reference to the existing columns being 4.5m high; however, they were actually 14m high.

RESOLVED:

That the application be approved subject to the conditions contained in the report for the reasons stated therein.

149. Application CH/15/0084, Former Pear Tree Community Primary School, Hardie Avenue, Rugeley – Residential development:- erection of 72 dwellings (outline including access only)

Following a site visit, consideration was given to the Report of the Development Control Manager (Item 6.1 – 6.17 of the Official Minutes of the Council).

The Development Control Manager informed the Committee that the suggested Informative requiring details of boundary treatments (as outlined at Item 6.3) should be made into a condition.

RESOLVED:

That, subject to the completion of a Memorandum of Understanding, the application be approved subject to the conditions contained in the report for the reasons stated therein and the Informative requiring details of boundary treatments be made into a condition.

- 150. Application CH/15/0119, Base Station, Keys Park Road, Hednesford – Telecommunications development:- prior notification for installation of a 15m dual user monopole comprising six antennas together at the top of the structure with a 300mm transmission below and 2 no. equipment cabinets**

Following a site visit, consideration was given to the Report of the Development Control Manager (Item 6.32 – 6.40 of the Official Minutes of the Council).

RESOLVED:

That prior approval for siting and appearance is not required for the reasons outlined in the report.

- 151. Application CH/14/0440, 7 Hill Street, Hednesford, Cannock – residential development:- erection of replacement dwelling (reserved matters of outline application CH/12/0278)**

Following a site visit, consideration was given to the Report of the Development Control Manager (Item 6.41– 6.57 of the Official Minutes of the Council).

The Development Control Manager advised that since the report was prepared the Local Planning Authority had received a further representation on behalf of the other adjoining neighbour stating that the proposed development would be significantly larger and potentially overbearing for the site. Also, the applicant had removed boundary treatments, which makes the neighbours property more vulnerable. With regard to Item 6.53, Paragraph 3.3 he advised that the maximum height of the proposed dwelling would be 8m not 9m.

Prior to consideration of the application representations were made by Mr. P. Gill, an objector.

RESOLVED:

That the application be deferred to enable officers to liaise with the applicant regarding reducing the height of the proposed dwelling.

152. Application CH/14/0360, 148 Hednesford Road, Cannock – Residential development:- demolition of existing bungalow and erection of 4 no. detached houses, including alteration to existing access, parking and landscaping

Following a site visit, consideration was given to the Report of the Development Control Manager (Item 6.58– 6.72 of the Official Minutes of the Council).

Prior to consideration of the application representations were made by Rob Duncan on behalf of the applicant, speaking in support of the application.

RESOLVED:

That the application be refused for the reasons outlined in the report.

153. Application CH/15/0064, 437 Cannock Road, Hednesford, Cannock – Change of use from office (B1) to day nursery (D1)

Consideration was given to the Report of the Development Control Manager (Item 6.73– 6.81 of the Official Minutes of the Council).

Prior to consideration of the application representations were made by Julie Aston, the applicant, speaking in support of the application.

RESOLVED:

That the application, which was recommended for refusal, be agreed subject to conditions in respect of the following:-

- Standard implementation time limit (3 years)
- Travel Management Plan
- Permission being personal to applicant and proposed use
- Control regarding number of staff and children at premises (in agreement with applicant)
- Approved drawings

154. Application CH/14/0297, Shell Filling Station, Wolverhampton Road, Cannock – Demolition of filling station and bathroom showroom to rear: erection of replacement larger filling station including: the replacement of fuel tanks, sales building, forecourt and canopy above, as well as associated access alterations and landscaping scheme

Consideration was given to the Report of the Development Control Manager (Item 6.82– 6.105 of the Official Minutes of the Council).

Prior to consideration of the application representations were made by Gregory Pead who was speaking in support of the application on behalf of the applicant (Shell UK).

The Development Control Manager referred Members to Item 6.90 and 6.91 and advised that Conditions 5 and 8 were similar and it was therefore proposed that these conditions would be merged into a single condition.

RESOLVED:

That the application be approved subject to the conditions contained in the report for the reasons stated therein.

The meeting finished at 4.10pm.

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
HEALTH SCRUTINY COMMITTEE
WEDNESDAY 25 MARCH, 2015, AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
PART 1

PRESENT: Councillors:

Gamble, B. (Chairman)
Freeman, Miss. M. (Vice-Chairman)

Jones, R.
Preece, J.

Sutton, Mrs. H.M.

Prior to commencement of the meeting the Chairman agreed to change the order of the Agenda.

By Invitation: Dr. J. Odum and Mr. S. Mahmud, Royal Wolverhampton Hospitals NHS Trust.

Also present: Mrs. H. Parsons, Healthwatch, Staffordshire and Staffordshire County Councillor Mrs. C. Mitchell.

38. Royal Wolverhampton Hospitals NHS Trust

The Chairman welcomed Dr. Jonathan Odum and Mr. Sultan Mahmud to the meeting.

Sultan Mahmud discussed early service transfers which had taken place in January and February and advised that there had been no major problems. He indicated that the process was subject to rigorous tests and processes.

It was reported that the Obstetrics Service had ceased on 16 January, 2015 and had transferred from the County Hospital, Stafford to the Royal Wolverhampton Hospitals NHS Trust. The Trust had increased its capacity and allowed for additional beds.

He explained that with regard to Acute surgery there had been an increase in the number of beds to 37 and all Out Patients' Clinics were now provided at Cannock Chase Hospital. Trauma activity had ceased at the County Hospital, Stafford on 9 February, 2015 and had now transferred. He added that an additional 13 beds were available at Cannock and new theatres would be open towards the end of November.

Dr. Jonathan Odum indicated that there would be a number of changes in April regarding Acute medicine from the County Hospital, Stafford. He reported that two Cardio consultants would join Wolverhampton together with two Cardiologists which would strengthen their team. It also appeared that Acute medicine patients would not always be treated at the County Hospital, Stafford due to the lack of beds. Although already happening, the formal transfer and arrangements would take place in April.

With regard to Paediatrics it was reported that the in-patients service would cease on 18 May, 2015 and patients would be split between Wolverhampton and Royal Stoke University Hospital, although the service would be managed by Stoke. Community Paediatric services in the Cannock area and adult and adolescence services would continue and Wolverhampton were considering looking to extend the paediatric home service and looking for a discharge facility which would be supported by nursing in the area. Furthermore, there would be an increase of 21/2 community Paediatric nurses and recruitment was ongoing.

Dr. Odum reported that there would be a split with the Haematology department and the four consultants currently employed between Wolverhampton and Stoke and discussions were ongoing on how the service would operate in both Stafford and Cannock. With regard to Oncology services, these would be provided by Stoke and Wolverhampton and discussions were being had as to how the services could be provided in the long term.

He indicated that the new Endoscopy suite would be opening in April and the Rheumatology department in July and meetings would be held this week with GPs concerning anticoagulation issues.

He reported that the bus service between Wolverhampton and Cannock was now running and discussions were ongoing with the Council concerning the need for more car parking space.

Members were invited to ask questions.

Members expressed concern and referred to the Council's recent Community Forums where Members asked if leaflets could be placed in patients' appointment letters advising them of the new bus service between both hospitals. Furthermore, it appeared that information was not contained on the Trust's website.

Mr. Mahmud indicated that the Trust were not currently placing leaflets in patient appointment letters, however this would be carried out in the future and he would ensure the Trust's website was updated by the end of the week.

A Member was keen to know how staff morale was assessed, particularly in light of the recent changes.

Mr. Mahmud responded and talked about positive morale across the hospitals, although morale in the emergency department was 'patchy' which was due to staffing problems and pressures such as the winter period. He referred to the National Staff Survey and the internal staff survey which was undertaken and amongst other questions this asked for the views of staff. This information would be dissected and provided to Managers and more senior officers to act upon.

The Chairman referred to the Minor Injuries Unit (MIU) at Cannock Chase Hospital and the decision made to reduce its hours, and asked if this was still in place.

Mr. Mahmud explained that the Clinical Commissioning Group (CCG) had commissioned the hours of the MIU; however the Trust would continue to look at and provide opportunities for services.

A Member referred to the recent Cannock Community Forum where a discussion had been held concerning the MIU. She reported that the CCG would not be increasing the hours, although locally people felt that the hours should be extended.

Members also sought information regarding the recruitment of GPs to Cannock and information concerning haematology. Dr. Odum reported that it was hoped new GPs could be attracted to Cannock and also discussed the contractual arrangements concerning blood tests and which site they should arrive at for testing.

39. Apologies

Apologies for absence were received from Councillors Mrs. M.A. Davis, Health and Wellbeing Portfolio Leader, A. F. Bernard and Mrs. S.M. Cartwright.

40. Declarations of Interests of Members in Contracts and Other Matters and Restrictions on Voting by Members

No declarations of interests in addition to those already confirmed by Members in the Register of Members Interests were made.

41. Minutes

The Head of Environmental Health referred to Minute 34. Cannock Chase CCG Financial Recovery Plan and reported that the Head of Finance had previously forwarded a list of questions to Mr. Simpson, Director of Finance at the CCG from the Committee. He reported that the response to the questions had only been received just prior to the meeting and he would therefore circulate to Members following the meeting.

RESOLVED:

That the Minutes of the meeting held on 20 January, 2015 be approved as a correct record.

42. Update on Staffordshire County Council's Healthy Staffordshire Select Committee

The Chairman reported that two meetings of the Healthy Staffordshire Select Committee had been held and one Accountability Session.

He reported that at the Healthy Staffordshire Select Committee held yesterday Members discussed independent futures, where a report would be submitted back to the Committee in 6 months time.

He also reported on a document entitled 'Transforming Cancer and End of Life Care' where there were some mixed reactions to the content. The document would be circulated to all Committee Members to read.

With regard to the Work Programme it was reported that North Staffordshire CCG would be invited to a future meeting to discuss the withdrawal of hearing aids for minor hearing difficulties.

43. Healthwatch Staffordshire – Update

Hester Parsons, Healthwatch reported that the Better Care Fund would be introduced from next year. The Fund was a single pooled budget for health and social care services to work more closely in local areas. Focus groups and discussions with local groups would commence starting in April and finish in June with three groups each month. The groups would be held across the 5 CCG areas and discussions would be held around cancer, mental health and assisted technology. Hester Parson would check the details and inform Members of the Committee.

She also indicated that a report would be made available towards the end of March concerning GP appointments. Information was currently being analysed with regard to the additional A&E survey which was undertaken at the Royal Stoke University Hospital.

Hester Parsons reported that staff at the Royal Stoke University Hospital would be discussing with parents the services currently offered by the Paediatric Assessment Unit at Stafford to gauge their views and opinions.

With regard to the Advocacy Service, this was now being provided through Healthwatch and leaflets would be forwarded to Members of the Committee shortly which provided information about the service.

A Member of the Committee expressed concern that various departments were being transferred from the County Hospital, Stafford to other hospitals and a service was still needed in Stafford to serve the community.

44. Work Programme

The Head of Environmental Health reported that the Work Programme was almost complete with the exception of 'Supporting People' which would be carried over to the next municipal year. He also indicated that an item concerning the withdrawal of hearing aids would also be included.

It was reported that there may be a need to hold an additional Health Scrutiny Committee to consider the accounts issued in April by the Royal Wolverhampton Hospitals NHS Trust.

CHAIRMAN

(The meeting concluded at 5.20 p.m.).

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
LICENSING AND PUBLIC PROTECTION COMMITTEE
TUESDAY 31 MARCH, 2015 AT 10:00AM
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors

Dudson, A. (Vice-Chairman)

Fisher, P.A. Todd, Mrs. D.M.
Hardman, B.

26. Apologies

Apologies for absence were received from Councillors Mrs. D. Grice (Chairman), F.W.C. Allen, C. Anslow and J. Preece.

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

No Declarations of Interests were made in addition to those already confirmed by Members in the Register of Members' Interests.

28. Minutes

RESOLVED:

That the Minutes of the meetings held on 28 October, 2014, be approved as a correct record and signed.

29. 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 paragraphs 1 & 2, Part 1, Schedule 12A Local Government Act, 1972 (as amended).

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
LICENSING AND PUBLIC PROTECTION COMMITTEE
TUESDAY 31 MARCH, 2015 AT 10:00AM
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 2

30. Hackney Carriage/Private Hire Driver

Consideration was given to the Not for Publication report of the Head of Environmental Health (Enclosure 5.1 – 5.10 of the Official Minutes of the Council).

The Chairman invited all those present to introduce themselves and outlined the procedure to be followed at the Hearing. All parties confirmed their understanding of the procedure.

The Officer of the Licensing Authority presented the Council's case by taking the Committee through the report outlining the relevant issues for consideration.

The Driver and Members of the Committee were then afforded the opportunity to ask questions of the Officer. Members asked questions of the Officer.

The Driver then presented his case to the Committee.

Members of the Committee and the Officer of the Licensing Authority were afforded the opportunity to put questions to the Driver. Only Members asked questions of the Driver.

The Officer of the Licensing Authority and the Driver then summed up their cases to the Committee.

The Officer of the Licensing Authority and the Driver then left the room in order that the Committee could deliberate in private, accompanied by the Council's Legal Adviser and Secretary to the Committee.

Following deliberation, the Officer of the Licensing Authority and the Driver returned to the meeting, and the Chairman read out the decision of the Committee:

RESOLVED:

That the Hackney Carriage/ Private Hire Driver should no longer be required to provide the Council's Licensing Unit with quarterly medical reports certified by his doctor.

Reasons for the Decision

The Committee noted the new DVLA Guidance for Medical Practitioners and Staffordshire County Council Occupational Health Unit's confirmation that being an insulin dependent diabetic was not a bar to holding a Group 2 Licence;

Therefore it was no longer necessary or proportionate to continue to require the driver to provide quarterly medical reports.

31. Hackney Carriage/Private Hire Driver

Consideration was given to the Not for Publication report of the Head of Environmental Health (Enclosure 6.1 – 6.15 of the Official Minutes of the Council).

The Chairman invited all those present to introduce themselves and outlined the procedure to be followed at the Hearing. All parties confirmed their understanding of the procedure.

The Officer of the Licensing Authority presented the Council's case by taking the Committee through the report outlining the relevant issues for consideration. He also advised the Committee that a Witness would be called.

At this point the Witness was called to discuss the statement he had submitted surrounding the alleged incident.

The Driver and Members of the Committee were then afforded the opportunity to ask questions of the Officer and Witness. The Driver and Members asked questions of the Witness and Officer.

The Driver then presented his case to the Committee. The Driver presented the Committee with additional information for them to consider.

Members of the Committee and the Officer of the Licensing Authority were afforded the opportunity to put questions to the Driver. Only Members asked questions of the Driver.

The Officer of the Licensing Authority and the Driver then summed up their cases to the Committee.

The Officer of the Licensing Authority and the Driver then left the room in order that the Committee could deliberate in private, accompanied by the Council's Legal Adviser and Secretary to the Committee.

Following deliberation, the Officer of the Licensing Authority and the Driver returned to the meeting, and the Chairman read out the decision of the Committee:

RESOLVED:

That the Hackney Carriage/ Private Hire Driver's Licence should be suspended for 14 days.

Reasons for the Decision

The Committee found that the driver was holding a mobile telephone while driving on 17/02/15 and failed to give sufficient care and attention to his driving;

The Committee would like the driver to reflect on his driving during this suspension and would expect the driver to take extra care to drive safely in the future;

On balance the Committee considered that the driver was fit and proper at the present time, but could expect to lose his licence if he appeared before the Committee again on a matter of unsafe driving.

The meeting closed at 12.00 noon.

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
AUDIT AND GOVERNANCE COMMITTEE
TUESDAY 31 MARCH 2015 AT 4.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
PART 1

PRESENT:
Councillors

Ball, G.D. (Chairman)

Dudson, A. Molineux, G.N.
Johnson, J. Preece, J.

Also Present: James Cook, Engagement Lead – Grant Thornton (External Auditors)
Andrew Reid, Senior Manager – Grant Thornton (External Auditors)

29. Apologies

Apologies for absence were received from Councillor B. Hardman.

30. Declaration of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members

No Declarations of Interests were made in addition to those already confirmed by Members in the Register of Members' Interests.

31. Minutes

RESOLVED:

That the Minutes of the meeting held on 18 November, 2014 be approved as a correct record and signed.

32. Change in Order of Agenda

The Chairman advised that Item 6 of the Agenda (Strategic Risk Register – Quarter 3 Update) would be taken before Item 4 (Internal Audit – Quarter 3 Report 2014-15).

33. Strategic Risk Register – Quarter 3 Update

Consideration was given to the Report of the Head of Governance (Item 6.1 – 6.13 of the Official Minutes of the Council) (*presented by the Risk & Resilience Manager*).

Risk No. 16 – Impact of Benefit Reform

Cllr. Johnson queried if a debt/arrears analysis had been undertaken as part of the upward revision of this risk, and whether or not the revision was entirely down to the impact of benefits reform.

The Risk & Resilience Manager replied that one of the impacts of the reforms had been to reduce some people's availability to be able to make payments, however the overall impact of the reforms was not entirely the reason for the risk being revised.

RESOLVED:

That the progress during the third quarter of the 2014-15 financial year be noted.

34. Internal Audit – Quarter 3 Report 2014-15

Consideration was given to the Report of the Chief Internal Auditor (Item 4.1 – 4.3 + Appendix 1 of the Official Minutes of the Council).

In relation to the ICT Disaster Recovery Arrangements audit, Cllr. Johnson asked for clarification on how often data back-ups took place.

The Chief Internal Auditor replied that incremental back-ups took place on a daily basis, and full back-ups on a weekly and monthly basis. The primary concern however was about the physical locations of where the back-up tapes were stored.

Cllr. Preece queried whether as ICT Services was a shared service, could the back-up storage be 'shared'.

The Chief Internal Auditor replied that this was the aim that each Council's data would be backed-up to servers at the other location, but the relevant plans had not moved as far along as first hoped.

RESOLVED:

That the contents of the Report be noted.

35. Internal Audit Plan 2015-16

Consideration was given to the Report of the Chief Internal Auditor (Item 5.1 – 5.14 of the Official Minutes of the Council).

Cllr. Johnson raised concern that a low number of medium rated audits were planned to be carried out in 2015-16 and queried if a higher number would be conducted in 2016-17.

The Chief Internal Auditor replied that there was a variation in the number and types or risks that were audited each year, as this was dependent on both the resources available and the outcome of the risk assessment. The number of

audits to be undertaken in 2015-16 was lower due to a maternity leave within the team. The Head of Governance further replied that in respect of 2016-17, staffing resource should not be an issue therefore a greater number of audits could be conducted.

RESOLVED:

That the Audit Plan for 2015-16 be approved.

36. Grant Certification Report 2013-14

Consideration was given to the Report of the External Auditors (Item 7.1 – 7.9 of the Official Minutes of the Council).

Andrew Reid reported that the outcomes of this report were pleasing as the issues identified were relatively minor when compared with other local authorities.

RESOLVED:

That the Report be noted.

37. Audit Plan for Cannock Chase Council 2014-15

Consideration was given to the Report of the External Auditors (Item 8.1 – 8.17 of the Official Minutes of the Council).

In respect of pensions payments, Cllr. Dudson queried where money was sourced from in order to cover any funding gaps and if the current deficit was at a high level.

James Cook replied the Council had to find the required funds from its revenue expenditure and that the pension fund level fluctuated year on year, but at present a deficit was in place.

The Deputy Head of Finance further replied that the latest valuation of the deficit level had not yet been received, but it would be several million pounds.

Cllr. Johnson commented that there was no mention of fixed assets testing within the plan, so queried whether it was actually taking place.

James Cook replied that on the basis of work done in previous years, it was expected the audit of fixed assets to be about materially right.

Andrew Reid further replied that Property, Plant and Equipment had been highlighted as a specific issue in 2013-14, but on the basis of more recent audits it had been identified as less of a risk.

RESOLVED:

That the Report be noted.

38. Informing the Risk Assessment for Cannock Chase Council 2014-15

Consideration was given to the Report of the External Auditors (Item 9.1 – 9.21 of the Official Minutes of the Council).

Andrew Reid reported that on the basis of the assessment undertaken, the Council did have adequate/suitable arrangements in place to deal with the matters assessed.

Cllr. Dudson queried what the external auditors considered to 'fraud' within the Council.

Andrew Reid replied that they looked for instances of material fraud within the Council's financial statements, particularly looking for a large monetary figure.

Cllr. Dudson then queried if fraudulent persons were prosecuted.

Andrew Reid replied that where benefit fraud was concerned, offenders would usually face prosecution, but for instances of 'other' fraud, these would normally be dealt with by Internal Audit.

The Chief Internal Auditor further replied that benefit fraud was the most common type dealt with, but it was first important to determine what fraud had been committed and whether prosecution was the most appropriate course of action to take.

RESOLVED:

That the Report be noted.

39. Protecting the Public Purse Fraud Briefing 2014

Consideration was given to the Briefing Paper of the External Auditors (Item 10.1 – 10.13 of the Official Minutes of the Council).

Andrew Reid reported that Cannock Chase Council had an average number of fraud cases compared with its comparator authorities, but the monetary value of the fraud was highest.

Cllr. Dudson queried how much of that value had been successfully recovered.

The Chief Internal Auditor replied he would have to check and report back.

Cllr. Johnson asked what social housing fraud was.

James Cook replied that it occurred when a council house tenant sublet the property to someone else and received rental payments above what they were paying out.

Cllr. Dudson queried what Right to Buy fraud was.

James Cook replied that this occurred when the people who purchased the council property were not the named tenants, and so took the money from the resulting sale.

The Chief Internal Auditor further replied that this could happen when children had moved out of their parents' property, but had not been removed from the tenancy details so could then inherit the property and sell it for more money.

The meeting closed at 5:00pm.

CHAIRMAN

CANNOCK CHASE COUNCIL
NOTES OF THE MEETING OF THE
CANNOCK COMMUNITY FORUM
TUESDAY 3 MARCH, 2015 AT 7.00PM
AT THE CIVIC CENTRE, CANNOCK

PRESENT: District Councillors:

Kraujalis, J.T. (Chairman)

Davis, Mrs. M.A.	Sutton, Mrs. H.M.
Freeman, Miss M.	Toth, J.
Mitchell, Mrs. C.	Witton, P.
Snape, P.A.	

Cannock Chase Council Officers:

Mr. T. McGovern, Managing Director
Mrs. W. Rowe, Senior Committee Officer

Also Present

County Councillor Mrs. A. Spicer, Cannock Town Centre Division
Councillor G. Adamson
Councillor G. Ball
Inspector Paul Cooke, Cannock Chase Local Policing Commander,
Staffordshire Police
Rob Lusuardi, Director of Operations, Stafford & Surrounds/Cannock
Chase CCG
Sultan Mahmud, Integration Programme Director, Royal Wolverhampton
NHS Trust
Zareena Khan, representing Support Staffordshire (Resident Champions)
Kate Bainbridge, representing Support Staffordshire (Resident Champions)
Local Residents (approximately 5)

34. Apologies

Apologies for absence were received from Councillors G. Alcott (Vice-Chairman), F.W.C. Allen, C. Anslow, D.I. Dixon and Staffordshire County Councillor M. Deaville.

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

There were no interests declared.

36. Notes

AGREED:

That the notes of the meeting held on 9 December, 2014 be agreed as a correct record.

37. Questions from Staffordshire County Council Highways – submitted in advance

Tony McGovern, the Managing Director advised that neither County Councillor Deaville or Mark Keeling, Community Infrastructure and Liaison Manager were able to attend the meeting. He had therefore spoken to Mark Keeling personally in an attempt to get a representative from County Highways to attend the meeting. Mr. Keeling had advised that there was no guarantee officers could attend Forum meetings due to the number of

forum and Parish/Town Council meeting invitations received by the department and therefore written responses would be provided. Anyone wishing to raise a highways related matter should contact County Council Highways direct in order to receive a quicker response.

The Chairman referred to the leaflet that had been produced by Staffordshire County Council Highways outlining how and who resolves Highways queries. These were available at the meeting to take away for future reference.

(i) Item from Councillor G. Alcott – outstanding highways defects within the Cannock area – email and attachment from Mark Keeling, Community Infrastructure and Liaison Manager was attached to the agenda

The Chairman explained that Councillor Alcott was unable to attend the Forum meeting. However, there was an email attached to the agenda outlining the Highways response to a number of outstanding highway defects within the Cannock area.

A local resident referred to the attachment which made reference to the condition of Old Fallow Road, indicating that there were minor issues. However, the resident stated that the condition of this road had been reported some 10 years ago and it was in a bad state of repair. He considered that work needed to be done quickly. The Chairman explained that Mark Keeling would be made aware of the concern raised.

A local Councillor made reference to the poor condition of roads and footpaths throughout the District. Despite reporting the problems to the County Council nothing ever seemed to get done. He considered that the County Council did not have enough money to repair the roads to a decent standard. However, other areas in the County seemed to have more money to spend on road repairs.

He also referred to the question he asked at the previous forum, which was included later on in the agenda: “How much of the money allocated to the County for highways repairs is spent in the CCDC area compared to other areas

of the County". Despite asking the question he considered that an answer was never forthcoming.

Other District Councillors agreed that the condition of roads and footpaths in the District were poor. However, as the County Council had cut the road repair budget the money was not available to carry out sufficient repairs. There had been no improvement since the new contractor "AMEY" had been appointed and a number of pot holes that had been repaired had to be re-done.

Members noted that a representative from Highways had not attended a Cannock Forum meeting for some considerable time. It was acknowledged that it was very unlikely that a Highways Officer would attend the forum meetings as they were not resourced to attend forums. Members considered that even though County Councillor Deaville had visited the District and met with Councillor Alcott to look at any specific highways concerns things had not improved. Therefore, Members agreed that the Cabinet Member responsible for Highways should be asked to attend the next meeting to respond to the concerns being raised.

(ii) Mr. Gordon Taylor, a local resident, submitted the following questions:-

- 1) The traffic island at the bottom of Cardinal Griffin Way is being damaged by vehicles during the week as drivers are using it as a car park for dropping off/taking children to school, and at the weekends by people using the sports facility at the back of the school.*
- 2) The traffic lights/pedestrian crossings on the A34 Ringway between the bus station and Job Centre do not have an audible sound when the green man is shown, thus causing issues for blind people and others when using the crossing.*
- 3) Request that Mark Keeling attend the Forum to provide updates in person on a number of outstanding highways related issues which have been reported, some of which over 5 months ago.*

Mark Keeling, Community Infrastructure and Liaison Manager, had provided the following response which was outlined on the agenda:-

- 1) The traffic island on Cardinal Way is in place to allow coaches and other vehicles to turn around safely. It seems that some of the vehicles occasionally mount the island and cause damage to the soft verge. This is difficult to manage or prevent. We have a neighbourhood highway team which carry out environmental improvement work in the Cannock town area twice a year, this team can carry out top soil repairs and re-seeding where possible if required. The school could also take some responsibility for the repairs however this would need further investigation.
- 2) I have passed on this information to the signals team and am currently awaiting response. We have recently upgraded the crossing leading from the Bus Station across Park Road.
- 3) The demand for officer time during the evening across Staffordshire is very

high and it is not always possible for officers to attend following the many invitations we receive.

However officers are available Mon-Fri to help with any highway enquiries in addition to the information that can be sought via the Contact Centre and the website.

All highway related issues should be reported directly to the call centre on 0300 111 8000 or via highways@staffordshire.gov.uk in order for us to deal with any issues as quickly as possible.

However, the Community Highway Liaison Team is also available should you require any additional detailed local information. I am unaware of any issues that are five months old however if Mr Taylor wishes to raise concerns this can be done via the contact centre as above [or alternatively my direct contact information is as follows: 01785 854676 or Email:- mark.keeling@staffordshire.gov.uk

A local resident referred to the double pedestrian crossings across the A34 ring road to the bus station. A blind or partially sighted person could get confused if there was an audible sound coming from the other crossing and could think it was safe to cross. However, she had been advised that to assist blind/partially sighted persons in crossing there was a small a button located on the underside of the pedestrian crossing which started to spin when the green man lights up to show it was safe to cross.

A District Councillor considered that crossings should be disabled friendly and this facility should be available on them to assist blind/partially sighted persons in crossing safely.

The Chairman stated Mark Keeling would be asked to confirm whether there was such a button located on double crossings.

(iii) Mrs. Johnson, a local resident, submitted the following question:-

Car parking outside the shops on Bideford Way, Cannock – the angle which vehicles have to be parked outside of the shops is causing issues for passing traffic and other vehicles trying to park, resulting in several incidents of vehicles being bumped/hit.

Mark Keeling had advised that the parking layout outside the shops was improved around 3 years ago following extensive consultation with the shop frontages and CCDC who owned part of the land.

The works included an extension of the parking area which provided additional spaces and spaces for the Disabled. The original layout only provided spaces for a few cars and double parking was a common feature of this particular area. The parking was angled slightly to allow these additional spaces and the improvements were welcomed by the businesses and customers. We are unaware of any incidents at this location however we will continue to monitor the area.

A District Councillor commented that the parking spaces were built at the wrong angle and cars were reversing out blind. He had written to Mark Keeling suggesting that the bays needed to be altered and he had received the same response as outlined above. Mrs. Johnson added that reversing out of the parking bays was dangerous and she had witnessed a few near accidents.

The Chairman considered that the response was not proposing any solution to the problem raised. He suggested that Mark Keeling be asked to meet with local Councillors and Mrs. Johnson on site to discuss a possible solution.

(iv) Question raised at previous meeting:-

“How much of the money allocated to the County for highways repairs is spent in the CCDC area compared to other areas in the County?”

Mark Keeling had advised that “management of the highway asset will always be constrained by funding availability and decisions have to be made as to how best to allocate budgets. Over the last few years the County Council's asset management policy has focussed on preventative treatments (keeping serviceable roads in a good condition) and the more costly renewal of life-expired roads. This approach has led to an overall improvement in road condition data across the county. Potholes across the wider network are repaired on a risk management basis; with each hazard being rated on size, depth, location and status of the route.

We work on hundreds of schemes and projects across the county ranging from day to day maintenance to designing and building improvements and new additions to the highway network. All are part of our continuing efforts to improve Staffordshire's 3,100 miles of roads. Information on recently completed schemes in each area is available on the website and we aspire to provide information on our forward programs as soon as possible - www.staffordshire.gov.uk Contact Centre - 0300 111 8000”.

A local Councillor indicted that he was not happy with the response provided as it did not answer the question he had raised. County Councillors who were present confirmed that they were allocated £10,000 for each County Division to spend on road repairs per year. Members agreed that this question would be asked at the next meeting which the County Councillor Cabinet Member for Highways would be invited to attend. Additionally, the Cabinet Member would be asked to explain the procedure for allocating money to County Councillors for road repairs.

38. Questions for Staffordshire Police

No questions had been submitted in advance of the meeting. However, Inspector Cooke was in attendance to take questions from the floor.

There being no questions the Inspector advised the Forum that following a significant number of burglaries in the District various individuals had recently been arrested and remanded in custody. Further operations were being proposed to tackle these issues. Residents should report anything suspicious such as security lights or fence panels being removed as the thieves were

garden hopping.

Reference was made to the problems that had occurred with the non-emergency 101 number. Inspector Cooke acknowledged that there had been staffing issues when the number had first been launched which had led to long delays in answering the calls. However, he confirmed that the control room was now fully staffed and the response time had been greatly reduced to less than 2 minutes.

A District Councillor asked the Inspector to confirm what types of things were being targeted by the thieves. Inspector Cooke advised that the thieves were targeting 40 inch TV screens, play stations, x boxes, iPods, iPhones, iPads and jewellery. They were then selling the items they had taken door to door. The Police were working with the Council to tackle this issue. Additionally, the thieves were breaking into sheds to steal the tools to break into the houses or alternatively using a brick to gain access. There had been a team of 8 who had committed the majority of 300+ burglaries in the area and they had all been arrested. The team had been very criminally bright and knew what they were doing. They had worked together to remove the items from houses and pass them through the gardens.

39. Questions for Cannock Chase Council – submitted in advance

No questions had been submitted in advance of the meeting.

40. Questions for Staffordshire Fire and Rescue Services

No questions have been submitted in advance of the meeting.

41. Clinical Commissioning Group

Rob Lusuardi, Director of Operations for Stafford & Surrounds/Cannock Chase CCG was in attendance. He advised that, with regard to services commissioned by the CCG, patient satisfaction surveys had revealed that satisfaction levels were now above average. Prior to the changes being implemented the levels were below the national average.

He confirmed that 22 GP practices had extended their opening hours. He also referred to a programme known as “GP in a car” which was operating Monday to Friday afternoons. The Acute Visiting Service provided urgent afternoon visits for patients unable to wait for a GP to visit after evening surgery. The programme was assisting in significantly reducing visits to A&E.

He made reference to the “Choose Well” campaign which helps people decide if they require medical attention when they get sick and explains what each NHS service does and when it should be used. The feedback from the Patient Participation Groups was positive and patients felt more knowledgeable about their condition.

With regard to the Minor Injuries Unit that had recently reduced its operating hours he confirmed that no patients had presented for treatment beyond the current operating hours.

He welcomed any views and comments from the floor.

A District Councillor referred to the high level of alcohol abuse amongst young people in the District and asked how the CCG were planning to address this.

Rob Lusuardi advised that he had recently sat on a panel to review initiatives regarding public health interventions. There were various schemes focused on dealing with drug/alcohol abuse. He would provide the Councillor with details of the strategy being used and what the benefits would be to Cannock residents.

Reference was made to Royal Wolverhampton NHS Trust taking over the running of the Minor Injuries Unit in Cannock. Sultan Mahmud confirmed that Royal Wolverhampton NHS Trust took over 2 weeks ago on the terms outlined by the CCG (i.e. with the reduced operating hours). A District Councillor considered that patients were not presenting at the Minor Injuries Unit beyond the current opening hours as they were aware of the reduced hours and would now go directly to A&E.

Mr. Mahmud advised that the Royal Wolverhampton NHS Trust were keen to develop Cannock hospital and integrate services. However, the CCG were in control and had the decision on what services they wanted to commission.

Reference was made to the leaflet that had been circulated by the CCG regarding prescriptions and the money wasted on medicines in the district. The aim of the campaign was to help reduce the £1.5 million of medicines wasted every year across the local area. The Leader of the Council confirmed that these leaflets would be included in the Council Tax bills (at no cost to the CCG).

A District Councillor expressed concern regarding the long waiting times for patients presenting at A&E departments at Walsall, Wolverhampton, Stoke and County hospitals. He considered that the reduced hours at the Minor Injuries Unit added to the longer queues at the A&E departments. He considered that patients were not happy with the service being provided and that Cannock was not allocated the same amount of money as other areas of the County.

Another District Councillor commented that it was local people who had fought the closure of the Minor Injuries Unit and would continue to fight to increase the opening hours. She agreed that Cannock had not been allocated a fair share of the finances.

Rob Lusuardi advised that he would take the comments back to the CCG Management Board. However, he considered that there was a lot of good work being done and improvements were taking place. There were no plans to close the Minor Injuries Unit. The CCG were obliged to uphold the transfer of services in the TSA handover. With regard to finances he commented that it was national policy how much money was allocated to Cannock.

A District Councillor commented that she was pleased that 22 out of 30 GP practices had extended their opening hours but considered that the remaining 8 should be encouraged to do the same. Patients should be encouraged to go and see their doctor before presenting at A&E or the Minor Injuries Unit. She expressed concern that many Doctors were retiring and there was difficulty in

recruiting new Doctors. She also considered that the CCG were poor at communication and the public were unaware of changes or what was available.

Rob Lusuardi agreed that the remaining practices should be encouraged to be more accessible. He commented that there was a programme to try and get Doctors out of training to come to Cannock and there were number of other initiatives to address this national problem.

He confirmed that the CCG was promoting the use of the telephone number 111 as a hub for enquiries. The aim was to achieve a model where the needs for services were filtered through 111.

The Chairman thanked Rob Lusuardi for his attendance at the meeting.

42. Royal Wolverhampton NHS Trust - Update

Sultan Mahmud, Integration Programme Director, the Royal Wolverhampton NHS Trust was in attendance. He made reference to the following update which had been circulated in advance to Forum members:-

Current and Future Management of Services at Cannock Chase Hospital

The separation of Cannock Chase Hospital from the Mid Staffordshire NHS Foundation Trust (Stafford Hospital) took place very smoothly on the 1st November 2014. The Royal Wolverhampton NHS Trust (RWT) now has full management responsibility for the delivery of inpatient and outpatient services on the site and plans to further develop both the site and services for patients in and around the Cannock area will continue.

Ongoing Plans:

- *Work is ongoing for a dedicated Endoscopy Suite which will double our capacity to undertake these procedures at Cannock. It is anticipated that this facility will open to patients from 1st April 2015*
- *Trauma services ceased at County Hospital on 9th February and the service transition occurred smoothly. In line with local planning, elective Orthopaedic activity has been transferred to Cannock Hospital with the designation of a fifth operating theatre and an additional 13 beds to support this activity. This has supported the transfer of inpatient operating for 6 lower limb surgeons, who commenced operating at Cannock on 10th February and created capacity at New Cross Hospital to accommodate the anticipated increased trauma activity and operating theatre capacity for colorectal and breast surgery.*
- *The intention is to further expand elective Orthopaedic services at Cannock by building two new theatres at Cannock by December 2015.*
- *Following the successful transfer of Obstetrics Services on 16th January 2015, Gynaecology transferred on 9th February 2015. The Gynaecology team had worked closely with colleagues from UHNM to ensure the safe transfer of services. Clinics are continuing to run at Cannock Chase*

Hospital in addition to Obstetric and Gynaecology ultrasound service.

- *There has been no reduction in the number of outpatient clinics carried out at Cannock Hospital.*
- *The Paediatrics service will transfer in May 2015. Additional beds have been identified and recruitment is currently ongoing for nursing staff to support this service.*
- *A free bus service for patients and staff operating from Wolverhampton Bus Station via New Cross Hospital to Cannock Hospital was operational from 9th February 2015. Patients attending appointments at either Cannock Hospital or New Cross Hospital will be able to use this service free of charge on production of an appropriate appointment letter. The service will run at hourly intervals from 6:54am at Wolverhampton Bus Station with stops at New Cross Hospital, Featherstone, Wedges Mills and Cannock Chase Hospital, returning to Wolverhampton from 7:30am at hourly intervals until the last departure at Cannock Hospital at 21:40 pm.*
- *Car parking availability for patients, visitors and staff is recognised as a significant issue. It is hoped that the bus service will ease some of the pressures, however, plans are in place to increase the number of car parking spaces available at Cannock Hospital over the next few months. There will be a number of car parking spaces at Cannock Hospital allocated for Renal patients to use free of charge.*

Following the update he commented that there was a lack of Doctors in the Staffordshire area but he was not sure why this was the case. Doctors were going to work in Canada, South Africa and Australia. Consideration was being given to providing GP services at the Cannock hospital site and the NHS Trust were keen in developing primary care as a service in addition to what was currently provided.

Reference was made to the free bus service provided by the Trust in partnership with Arriva and Mr. Mahmud was asked to confirm whether details of the free bus service was being promoted on all appointment letters. He confirmed that various press releases had been issued regarding the free bus service; however, he was not aware that it was included on appointment letters. He undertook to check this and ensure that information on the free bus service was included in all appointment letters pertaining to Cannock Hospital as soon as possible.

A District Councillor sought confirmation on the rumour that the bus service was not going to continue. He considered that the service needed to be promoted correctly before it ceased operating. He also asked for confirmation of the average waiting times for GP appointment's and for information on the situation with cancelled operations.

Mr. Mahmud advised that the free bus service had only been operating since 9 February, 2015 and it had not been marketed fully as yet. It was therefore too soon to evaluate. He confirmed that he was unaware of any plans to pull the service. He explained that the service had to break even; however, should it

prove economically unsustainable then a decision would be made between the Trust Board and Arriva as to whether it should continue.

With regard to waiting times for GP appointments he advised that there was no longer a requirement to collect this data.

With respect to cancelled appointments he commented that emergency pressures were very high during the winter months. He confirmed that 25% of the 300 - 400 patients presenting at the hospital were required to be admitted. Therefore when the hospital beds were full operations would inevitably have to be cancelled.

A local resident commented that the bus service was not being fully utilised as all of the services were yet to transfer to Cannock hospital. Mr. Mahmud agreed and advised that when all the services were fully operational at Cannock the free bus service could be better evaluated.

The Chairman thanked Sultan Mahmud for his attendance.

43. Support Staffordshire - Resident Champions

Zareena Khan and Kate Bainbridge from Support Staffordshire were in attendance to explain the role of Residents Champions. They were looking for volunteers from the Chadsmoor and Pye Green areas (Blake area) who could act as a voice for fellow residents in the community. The volunteers would liaise with members of the public, listen to their views, opinions and concerns and make positive changes in the Cannock area. The volunteers meet with local Councillors and other partners to raise the issues that have been identified. The issues raised could include items relating to Crime & Anti-social behaviour, Public Transport, Environmental Health, Highways and Housing.

Councillor Mitchell advised that she used to be invited to attend Resident Champion meetings but had not received any information for a while. The representative advised that this was most likely due to staffing changes. She would ensure the Councillors for the area were kept informed and invited to any meetings.

44. "Just Click" Cannock Chase Council website consultation

The Council's current website was being reviewed and a new and improved site would be launched later in 2015. Those present were encouraged to take part in the short survey which would assist in developing the new website. The Chairman advised that the consultation had been extended to 13 March. Should anyone wish to comment the surveys were available at the meeting.

45. Dates of forthcoming Meetings

The Forum noted that meetings were scheduled as follows:-

23 June, 2015

29 September, 2015

8 December, 2015

1 March, 2016

46. Agenda for next meeting

Questions were invited from members of the public and these would be included on the agenda for the next meeting which was being held on Tuesday, 23 June, 2015 at 7.00pm in the Council Chamber.

The following items for the June meeting were agreed:-

- (a) That the Cabinet Member responsible for Highways be invited to attend the next meeting to respond to the concerns raised by Members.
- (b) That the Cabinet Member responsible for Highways be asked to provide a response to the following question:- “How much of the money allocated to the County for Highways repairs is spent in the CCDC area compared to other areas in the County?”
- (c) That the Cabinet Member responsible for Highways be asked to explain the procedure for allocating money to County Councillors for road repairs.

The meeting closed at 8.30pm.

CHAIRMAN

CANNOCK CHASE COUNCIL
NOTES OF THE MEETING OF THE
HEATH HAYES, NORTON CANES AND RAWNSLEY COMMUNITY FORUM
MONDAY 10 MARCH, 2015 AT 7.00 P.M.
NORTON CANES HIGH SCHOOL, BURNTWOOD ROAD, NORTON CANES

PRESENT: Councillors

Bernard, J.D. (Chairman)

Dean, A.	Spicer, Mrs. A.
Preece, J.	Todd, Mrs. D.

Other Councillors Present: Todd, B.
Toth, J.

Officers: T. McGovern, Managing Director
J. Hunt, Senior Committee Officer

Also present: Members of the Public – 4
PC Gamble, Cannock Police
Jonathan Bletcher, Cannock Chase Clinical
Commissioning Group
County Councillor C. Mitchell
Mr. L. Bullock, Heath Hayes and Wimblebury
Parish Council

33. Apologies

Apologies for absence were received from Councillors M.S. Buttery (Vice-Chairman), Mrs. A.F. Bernard, M.J. Holder and County Councillor G. Adamson.

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

There were no interests declared.

35. Notes

The Managing Director updated the Forum regarding the Cemetery at the Bleakhouse Colliery Site. He advised the Forum that planning permission had been approved and the Council were in the final stage of purchasing the site. Work would commence over the next few years to develop a

burial site for the District.

Clarification was provided to the Forum of current arrangements that were in place for burials/cremations within the District. However, the Managing Director advised that in respect of land in the Heath Hayes area, there had been no planning approval for crematoria facilities but the covenant that is to be placed on the land referred to by the Parish Councillor would permit the development of a crematorium in the future.

The Notes of the meeting held on 1 December, 2014 were agreed as a correct record.

36. Question(s) for Staffordshire Police

It was reported that no questions had been received in advance of the meeting however PC Gamble was in attendance to answer any questions from members of the public.

PC Gamble updated the Forum on current issues around the area and advised that there had been a number of cases where car vehicles had been left unsecure and items had been taken. He reported that In the Norton Canes area there had been a few issues with regard to young people outside the One-Stop-Shop causing anti-social behaviour.

A local District Councillor asked what was being done to tackle the problem around the targeting of vulnerable people in their homes. PC Gamble referred to a recent incident which appeared to be an isolated case. He explained that patrols were in operation during the day and the incident was being thoroughly investigated.

A local District Councillor asked if there was something the Police could do concerning a vehicle (details were provided to PC Gamble) that was parked on a local footpath near a very busy junction which was a cause for concern due to the safety aspect. PC Gamble would look into this matter and report back to the next meeting.

A member of the public referred to a recent incident concerning a lit match that was pushed through the letterbox of a resident who lives on Chapel Lane, Heath Hayes and asked if there was any further update. PC Gamble reported that this was an isolated incident which had not caused any damage.

A local District Councillor referred to the problems still experienced in the Heath Hayes and Rawnsley areas with 'car enthusiasts' speeding on roads which was a danger to other motorists and pedestrians. PC Gamble advised that reports had been received concerning 'car enthusiasts' using roads around Tesco, Heath Hayes. He had not received any other reports but advised the Forum that they should inform the Police of any instances of speeding/racing around streets and roads.

A local Parish Councillor advised of parking problems experienced on the brow of the hill and the lay-by on the approach to Wimblebury and informed the Forum that this was a safety issue which needed to be addressed. PC Gamble advised that he would look into this and if there was a safety issue, the Police would become involved.

A local District Councillor was concerned with heavy good vehicles using the Hednesford Road when weight restrictions were in place. She asked how the Police enforced the restrictions on drivers. PC Gamble reported that the weight restrictions were not enforced as there was no way of prosecuting drivers. He was not aware of any complaints in respect of this and advised the Forum to log incidents with the Police. He stated that this was not ideal, but with limited resources available, demands would have to be analysed.

The Forum expressed concern that there was a need for the same Officer to be available for the next meeting in order that an update could be given on the issues raised. PC Gamble explained that it was not always possible that the same Officer could be available; however he would endeavour to be in attendance at the next Forum meeting.

37. Question (s) for Staffordshire Fire and Rescue Services

It was reported that no questions had been received in advance of the meeting.

38. Cannock Chase Clinical Commissioning Group (CCG)

Jonathan Bletcher, Director of Strategy and Collaborative Projects from Cannock Chase CCG was in attendance to address questions raised by the Forum but first provided information on GP shortage and recruitment.

It was reported that across Cannock there was a shortage of 6 GPs, and those vacancies were currently being filled using locums, temporary GPs and additional hours which had been extended for this year and next. He explained that there appeared to be an issue with recruiting to the area, particularly following the problems experienced by the former Mid Staffs NHS Foundation Trust.

He advised that practices within Cannock and those nationally were ceasing to be family GP orientated and becoming less common as people now had the flexibility to join whichever practice they chose. Other areas of discussion surrounded GP training, attracting and recruiting GPs, GP Fellowships and the advantages of practices that may work together.

In response to a question raised by a local District Councillor, Jonathan Bletcher reported that the CCG was not responsible for primary care and went into further detail regarding the previous 'red book system' and the rationale that was behind it.

In response to this a local District Councillor highlighted the problems the public experienced when trying to see a GP. On occasions the waiting time to see a GP could be anything between 2-4 days. He explained that in some cases, the public would access the Minor Injuries Unit at Cannock Chase Hospital as they would be seen the same day. He also asked about statistics with regard to waiting times to see GPs.

Jonathan Bletcher explained that the CCG were working closely with NHS England with regard to primary care development. He advised that statistics concerning waiting times were based around Primary Care Access Surveys which were available for the public to complete, although these only measured if a patient was happy with the service and not the number of days waiting to see a GP.

The Forum expressed concern that the public were unaware of the work undertaken by the CCG and how the system linked together with primary care and NHS England. There was also concern regarding the waiting times, recruitment particularly around female GPs and the current situation concerning GPs who would be retiring in the near future.

Jonathan Bletcher responded and stated that there were no plans at practice level to recruit female GPs. He reported that the CCG were aware that approximately 15-20 GPs would be retiring in the next 5 years. He also advised that with regard to training, a GP would be required to have at least 7 years experience before they could train and then be required to undergo further assessment.

In response to a question raised concerning training courses around updating the medical profession on new drugs, treatments etc Jonathan Bletcher advised that re-validation would be improved and new arrangements would be made. He advised the Forum that he would seek further information on this.

In response to a question raised concerning the Minor Injuries Unit at Cannock and the extension of hours, Jonathan Bletcher advised the Forum that a review was in place for every 6 months to see how the service was running.

Local District Councillors and County Councillors referred to the debt the CCG had incurred and asked about cuts to services. Jonathan Bletcher discussed the control total and the amount the CCG could overspend by, although the CCG had 3 years to close the gap. He referred to the changes that had taken place with the move from the former Mid Staffs to The Royal Wolverhampton NHS Trust which had helped with the deficit, although cut backs would be seen with regard to management costs and investment was needed in primary care.

39. The Royal Wolverhampton NHS Trust

The following update was received from Sultan Mahmud, Integration Programme Director with regard to the Cannock Chase Hospital integration with The Royal Wolverhampton NHS Trust:

“Current and Future Management of Services at Cannock Chase Hospital

The separation of Cannock Chase Hospital from the Mid Staffordshire NHS Foundation Trust (Stafford Hospital) took place very smoothly on the 1st November 2014. The Royal Wolverhampton NHS Trust (RWT) now has full management responsibility for the delivery of inpatient and outpatient services on the site and plans to further develop both the site and services for patients in and around the Cannock area will continue.

Ongoing Plans:

- Work is ongoing for a dedicated Endoscopy Suite which will double our capacity to undertake these procedures at Cannock. It is anticipated that this facility will open to patients from 1st April 2015
- Trauma services ceased at County Hospital on 9th February and the service transition occurred smoothly. In line with local planning, elective Orthopaedic activity has been transferred to Cannock Hospital with the designation of a fifth operating theatre and an additional 13 beds to support this activity. This has supported the transfer of inpatient operating for 6 lower limb surgeons, who commenced operating at Cannock on 10th February and created capacity at New Cross Hospital to accommodate the anticipated increased trauma activity and operating theatre capacity for colorectal and breast surgery.
- The intention is to further expand elective Orthopaedic services at Cannock by building two new theatres at Cannock by December 2015.
- Following the successful transfer of Obstetrics Services on 16th January 2015, Gynaecology transferred on 9th February 2015. The Gynaecology team had worked closely with colleagues from UHNM to ensure the safe transfer of services. Clinics are continuing to run at Cannock Chase Hospital in addition to Obstetric and Gynaecology ultrasound service.
- There has been no reduction in the number of outpatient clinics carried out at Cannock Hospital.
- The Paediatrics service will transfer in May 2015. Additional beds have been identified and recruitment is currently ongoing for nursing staff to support this service.
- A free bus service for patients and staff operating from Wolverhampton Bus Station via New Cross Hospital to Cannock

Hospital was operational from 9th February 2015. Patients attending appointments at either Cannock Hospital or New Cross Hospital will be able to use this service free of charge on production of an appropriate appointment letter. The service will run at hourly intervals from 6:54am at Wolverhampton Bus Station with stops at New Cross Hospital, Featherstone, Wedges Mills and Cannock Chase Hospital, returning to Wolverhampton from 7:30am at hourly intervals until the last departure at Cannock Hospital at 21:40 pm.

- Car parking availability for patients, visitors and staff is recognised as a significant issue. It is hoped that the bus service will ease some of the pressures, however, plans are in place to increase the number of car parking spaces available at Cannock Hospital over the next few months. There will be a number of car parking spaces at Cannock Hospital allocated for Renal patients to use free of charge”.

The Managing Director updated the Forum and explained that the Council was currently in discussion with the Trust concerning parking. It was likely that the Council’s staff car park would be converted into a ‘pay and display’ and talks were being held with Staffordshire County Council Highways concerning changes to Brunswick Road. He explained that there was no agreed scheme or funding for this and other safety issues needed to be considered, however the Council was aiming for September 2015 in respect of the ‘pay and display’ parking.

Local District Councillors referred to the bus service which operated between the Trust and Cannock Hospital and it was found that more advertising of the service was required. It appeared that the bus timetable leaflet was not being circulated with patient letters and the website lacked information about this.

Both the Council’s Managing Director and Jonathan Bletcher would look into and take up the issues raised.

40. Highways Issues

It was reported that no questions had been received in advance of the meeting.

The following response to highways issues raised at the last meeting was received from Mark Keeling, Community Infrastructure Liaison Manager, Staffordshire County Council:

- “Highways issues outside the Express and Star office.
- Cannock Road, Heath Hayes and the increase in traffic and HGVs, and also the potential increase in traffic caused by future highways works on the Five-Ways island.

Mr. M. Keeling, Community Infrastructure Liaison Manager, Staffordshire County Council reported the following:

“The manhole covers near the Express and Star are not the County’s, however this has been reported to South Staffs Water. We are chasing this matter regularly and will update as soon as possible.

The Cannock Road Heath Hayes is the A5190 and as such is the main route for the majority of traffic. As the “A” road it is expected to carry HGV traffic.

The alternative route (Hednesford Road) is also busy however; there is a Weight Restriction on this road which prevents HGVs from using it.

I believe there was a slight depression in the centre of the carriageway near the junction of Newlands Lane, we will need to inspect this again to see if it meets intervention levels”.

Highway Issues

A member of the public and local District Councillor referred to problems at the far end of Chapel Street, Heath Hayes in the evenings. It appeared that road markings or fencing was required on the corner of the junction. It was reported that this issue had previously been raised with the Highways department a few months ago. Councillor Mrs. D. Todd would take this matter up with the Highways department.

41. Forward Agenda for Future Meetings

The Chairman reported that the next Forum was scheduled for Monday 29 June, 2015 and questions from members of the public should be submitted on the forms supplied.

42. Dates of Future Meetings

The date of the next meeting is Monday 29 June, 2015 (venue to be confirmed).

CHAIRMAN

(The meeting concluded at 8.35 p.m.)

CANNOCK CHASE COUNCIL
NOTES OF THE MEETING OF THE
HEDNESFORD COMMUNITY FORUM
MONDAY 16 MARCH 2015 AT 7.00 P.M.

**HELD AT THE PYE GREEN COMMUNITY CENTRE, BRADBURY LANE,
HEDNESFORD**

PRESENT:

District Councillors:

Pearson, A. (Vice-Chairman)

Ball, G.D. Gamble, B.
Cartwright, Mrs. S.M. Todd, R.

Other District
Councillors:

- B. Hardman (Rawnsley Ward)
- J. Toth (Cannock East Ward)
- Miss S. Whitehouse (Etching Hill & The Heath Ward)

County
Councillors:

- Mrs C. Mitchell (Hednesford Division)

District
Officers:

- Mr T. McGovern, Managing Director
- Mr M. Berry, Senior Committee Officer
- Ms. K. Miles, Communications Officer

Also present:

- Local Residents x5
- Mr A. Donald, Chief Officer, Cannock Chase Clinical Commissioning Group
- PC G. Arries, Staffordshire Police
- Mr D. Ballett, Brindley Heath Parish Council and Friends of Hednesford Park
- Mrs L. Whitehouse, Hednesford Traders Association
- Mr D. Wisehall, Heart of Hednesford Restoration Project

1. Apologies

Apologies were received from Councillors G. Adamson (Chairman) and Mrs D. Grice.

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

No declarations of interests were made.

3. Notes

The Notes of the meeting held on 2 December 2014 were agreed as a correct record and signed.

4. Questions for Staffordshire Police

Mrs. A. Round, local resident:

“I wish to complain about the parking of cars for Hednesford Raceway on Sunday 11th January. The roads round here were down to one lane for a great deal of Littleworth Road, Church Hill, Priory Rd, Alpine Drive and the pavements unusable for prams, mobility scooters and in some places pedestrians, because of cars parked on pavements and in some places completely on the pavements.”

PC Arries reported that as well as having been in contact with Mrs Round regarding the issue, he had also spoken to the event operators, requesting that they advise the Police of future dates when events would be held so that the parking and traffic situation could be better managed.

5. Questions for Staffordshire Fire and Rescue Services

No questions were submitted in advance of the meeting.

6. Cannock Chase Clinical Commissioning Group (CCG) Update

Andrew Donald, Chief Officer for the CCG provided the following update:

- Current projected deficit of £8.5m for 2014/15, an improvement on the previous year's deficit of £9.75m;
- Minor Injuries Unit (MIU) at Cannock hospital has been transferred to the Royal Wolverhampton NHS Trust (RWT);
- Community Nursing services have been redesigned;
- Aiming to make sure that more services are provided locally, thereby reducing the need to travel further afield;
- Control total (i.e. deficit level) has been set at £5.1m for 2015/16, with a need to achieve a balanced budget the year after;
- Biggest financial pressures being faced at present relate to 'elective' surgeries/procedures;
- Good work has been going on but money is still the key issue, efficiencies need to be removed from the system without affecting patient care.

Mr D. Ballett raised concerns about car parking provision and public transport access to Cannock hospital.

Mr Donald replied that it was a widespread problem across the NHS, but recognised

there were issues locally.

Mr McGovern further replied that the Council was working with the RWT to provide further car parking at the hospital by converting the existing staff car park into a pay and display car park, but this process was going to take several months to complete, with the aim for it to be ready in September 2015. There were also issues regarding the shuttle bus not stopping directly at the hospital and traffic management on the Brunswick Road which needed to be addressed separately.

County Councillor Mitchell then raised the following queries/comments:

- *Please could more detail be provided on the development of the Community Nursing services;*
- *It was reported at another Forum that the MIU would not be opening longer as the CCG were not prepared to provide the necessary funding;*
- *Understand that GP surgeries were now open for longer, would like to know where this has actually happened;*
- *Concerned that more cuts to patient care will happen if a balanced budget has to be achieved.*

Mr Donald provided the following responses:

- The CCG have been working with the Staffordshire and Stoke-on-Trent Partnership (SSOTP) to redesign the Community Nursing service so that the area is better covered. This has been helped by the University Hospitals North Midlands (UHM) Trust providing funding of £1m, although the CCG will have to self fund the services from 2016/17.
- The opening hours of the MIU were reduced to reflect the lack of usage and to also save money. It was expected that the RWT will operate the MIU at the same level as at present, however should they wish to open it for longer then the CCG will not provide the necessary funds. From 1 April 2015 Staffordshire Doctors will take on out of hours support (to cover most of the period when the MIU is closed), thus meaning that support will be provided more locally than at present.
- GPs/primary care services were not commissioned by the CCG, but directly by NHS England.
- Solutions were continually being explored in order to reduce the budget deficit, including reducing management costs by £500,000 and working with RWT to try and take £2.5m out of the current contract.

Cllr. R. Todd commented that the shuttle bus service between Cannock and New Cross hospitals was poorly advertised, therefore not being well used.

Mr McGovern replied that this issued had been raised at the recent Cannock Forum with the representative from RWT, who was then going to check if details about the bus services were being included in the patient information letters.

Cllr. R. Todd then commented that the low usage of the MRI machine at Cannock hospital needed rectifying given it was costing £750,000 a year to have in place.

Mr Donald agreed that improvements were needed, and he had discussed this matter with the Chief Executive of the RWT.

Cllr. Gamble raised concern that efficiencies gained as a result of financial pressures usually led to cuts in services, so wanted to reassurance that this wouldn't happen.

Mr Donald replied that at present most CCG funding was spent on acute hospitals/trusts which was unsustainable, so changes needed to be made to focus more on preventative work and non-hospital based services where possible. Should those aims be achieved, then service cuts would not be required.

Cllr. Gamble then commented that the Council's Health Scrutiny Committee was still awaiting responses to a number of questions it has raised with the CCG about their Recovery Plan.

Mr Donald replied he would look into this matter and ensure responses were provided.

Cllr. Toth raised the following comments:

- *Consider that the CCG can't manage its budgets, so this either needs to be admitted or the CCG needs to ask central government for more resources.*
- *Concerned that the CCG seems to be "proud" that the previous hours at the MIU won't be reinstated, thus causing greater pressure on A&E departments in the wider area.*
- *Issues regarding GPs support and access need addressing.*
- *Backlog of cancelled operations also needs to be addressed.*

Mr Donald provided the following responses:

- In respect of budget matters questions keep being raised with the appropriate bodies about the level of funding being allocated to the CCG as it does not match what is required due to Cannock being considered an area of deprivation;
- The gap in MIU service provision as a result of its decreased opening hours has been mostly covered by the improved out of hours service offered, with their being only a two hour period in the mornings where no services are provided.
- Agree with the concerns about GPs access, so have been pushing for the GPs in the District to work as three 'networks', based around the areas of Cannock, Rugeley and the southern villages in order to provide extra appointments for patients. The network approach has seen some success so far, with Cannock achieving the highest targets for flu immunisation and dementia diagnosis.
- Regular meetings were being undertaken to try and resolve the issues of A&E visits and operations backlogs. Better support provided by frontline ambulance teams has helped to reduce the impact on A&E services.

7. Royal Wolverhampton NHS Trust (RWT) Update

The Chairman drew attention to the following written update which had provided by Sultan Mahmud, Integration Programme Director for the RWT in advance of the Forum:

"Current and Future Management of Services at Cannock Chase Hospital

The separation of Cannock Chase Hospital from the Mid Staffordshire NHS Foundation Trust (Stafford Hospital) took place very smoothly on the 1st November 2014. The Royal Wolverhampton NHS Trust (RWT) now has full management responsibility for the delivery of inpatient and outpatient services on the site and plans to further develop both the site and services for patients in and around the Cannock area will continue.

Ongoing Plans:

- Work is ongoing for a dedicated Endoscopy Suite which will double our capacity to undertake these procedures at Cannock. It is anticipated that this facility will open to patients from 1st April 2015.
- Trauma services ceased at County Hospital on 9th February and the service transition occurred smoothly. In line with local planning, elective Orthopaedic activity has been transferred to Cannock Hospital with the designation of a fifth operating theatre and an additional 13 beds to support this activity. This has supported the transfer of inpatient operating for 6 lower limb surgeons, who commenced operating at Cannock on 10th February and created capacity at New Cross Hospital to accommodate the anticipated increased trauma activity and operating theatre capacity for colorectal and breast surgery.
- The intention is to further expand elective Orthopaedic services at Cannock by building two new theatres at Cannock by December 2015.
- Following the successful transfer of Obstetrics Services on 16th January 2015, Gynaecology transferred on 9th February 2015. The Gynaecology team had worked closely with colleagues from University Hospitals of North Midlands Trust (UHNM) to ensure the safe transfer of services. Clinics are continuing to run at Cannock Chase Hospital in addition to Obstetric and Gynaecology ultrasound service.
- There has been no reduction in the number of outpatient clinics carried out at Cannock Hospital.
- The Paediatrics service will transfer in May 2015. Additional beds have been identified and recruitment is currently ongoing for nursing staff to support this service.
- A free bus service for patients and staff operating from Wolverhampton Bus Station via New Cross Hospital to Cannock Hospital was operational from 9th February 2015. Patients attending appointments at either Cannock Hospital or New Cross Hospital will be able to use this service free of charge on production of an appropriate appointment letter. The service will run at hourly intervals from 6:54am at Wolverhampton Bus Station with stops at New Cross Hospital, Featherstone, Wedges Mills and Cannock Chase Hospital, returning to Wolverhampton from 7:30am at hourly intervals until the last departure at Cannock Hospital at 21:40 pm.
- Car parking availability for patients, visitors and staff is recognised as a

significant issue. It is hoped that the bus service will ease some of the pressures, however, plans are in place to increase the number of car parking spaces available at Cannock Hospital over the next few months. There will be a number of car parking spaces at Cannock Hospital allocated for renal patients to use free of charge."

Mr McGovern raised that compared to twelve months ago, this update provided 'good news', as it showed the future of Cannock hospital had been secured, but recognised more work still needed to be done to fully utilise its services. In relation to the recent Express & Star newspaper article about the shuttle bus service, RWT have confirmed that the service was currently operating on a six months trial basis, which commenced on 9 February 2015, and its usage would continue to be monitored during that time whilst the number of services provided by Cannock hospital increased.

8. Questions for Staffordshire County Council Highways Department

Mrs C. Ballett – Local Resident

"Could I please have an update on my complaint about the state of road and footpaths in Rawsley Road. Six to eight months after the work was done to tar and chip the road there are many bare patches on the surface of the road and most of the chippings are on the footpaths, drives and in the gutters. My lawn has many chippings on it which means they have jumped over my wall. This may mean I will have to claim for a new lawnmower and my car's paintwork. It must be awful walking along the footpaths which are covered with chippings. The chippings in the gutters will end up blocking the drains.

I am not aware of anyone coming to see the problem or to clean it up.

One worry is that due to the poor road surface of bare patches, ridges and plies of loose chippings down the centre of the road, we will go back to having accidents every week or so outside our homes like we did years ago (we have the photos). The accidents stopped when the road was re-surfaced."

Mark Keeling, Community Infrastructure Liaison Manager, has provided the following response:

"The Surface Dressing programme forms is a preventative maintenance treatment used to prolong the serviceable life of significant lengths of carriageway across the county.

The process of applying a bituminous binder topped with aggregate chippings, effectively seals the road from the ingress of water and restores the necessary skid resistance to the surface.

Inevitably, despite concerted sweeping operations, the process does lead to loose chippings after the application, however we were unaware of any defects within the new surface or existing excess chippings.

An inspection will be carried out as soon as possible.

Any problems or defects within the public Highway can be reported directly to the Staffordshire County Council Contact Centre on 0300 111 8000 or highways@staffordshire.gov.uk “

Mrs Ballett commented that the footpaths and road had been swept properly now, but the overall condition of the road surface was still poor.

Mr McGovern replied that the County Council had suffered some initial problems since the new contractor took over day to day responsibility of highways maintenance, but the County Cabinet member for Highways had spent a day with District Cllr. Alcott to see at first hand some of the highways related issues in the area.

County Cllr. Mrs Mitchell advised that she and Cllr. Adamson (in his County role) regularly updated the Highways team on issues, and whilst the project in place was good, the required funding was not available due to budget cuts at the County Council.

9. Questions for Cannock Chase District Council

9a. Councillor G. Ball – Update on Hednesford Town Centre

The Chairman referred to the following update which had been provided by the Planning & Economic Development Services Manager in advance of the Forum:

“Following the acquisition of the Victoria Shopping Park by Aviva at the end of last year, the new owners have been made aware of a number of issues associated with excessive litter and the need to improve the landscaping areas. Similar discussions will be initiated with Tesco who are responsible for the bulk of the car park at the Victoria Shopping Park, and also with Aldi with reference to the Chase Gateway development.”

Cllr. Ball commented about the continued poor state of the land situated in the car park at Hednesford train station.

Mr Wisehall replied that members of the Heart of Hednesford Restoration project and others had taken a walk around Hednesford to identify where improvements could be made. In respect of the train station car park, he had been advised by the clerk of the Town Council that London Midland were receptive to improvements being made.

Cllr. Toth queried whether the Council could go to the sites affected, clean them up and then bill the businesses concerned?

Mr McGovern replied that such legislation was in place, however this method was only used as a last resort when other approaches had not been successful. The Council had a good relationship with the business concerned, but would seek to take further action if the matter was not adequately resolved after six months.

9b. Councillor G. Ball – Update on Hednesford Park

Tony McGovern, Managing Director, provided the following update:

- *Pathway and hard works were still underway but on target to be completed by the set deadline;*
- *Resurfacing of the Rugeley Road car park had been recently completed;*
- *Design plans were being drawn up for the children's play area, with a target opening date of August 2015;*
- *Designs for the new Pavilion were now also in their final stages, with the tender process due to commence late March/early April 2015;*
- *A café will also be included in the Pavilion, and subject to a separate tender exercise;*
- *The flooding issues reported at the previous Forum were still being pursued.*

Cllr. Gamble requested an update on access to the park's war memorial.

Mr McGovern advised that no date was in place at the moment, however the relevant plans had been considered and approved by the Planning Control Committee.

Mr Wisehall requested an update on the Hednesford signal box.

Mr McGovern replied that at present there were not enough funds available to open it, although grant funding could be applied for, and it may be some time before all of the necessary funding was obtained. Additionally, Staffordshire Police had provided a list of requirements to make the box safe for public use.

Mr Wisehall advised that it may be worthwhile contacting Chasewater Light Railway staff as they had expertise in restoring former signal boxes.

10. Date of Next Meeting

Tuesday 30 June, 2015, location to be confirmed.

The meeting closed at 8:15pm

CHAIRMAN

CANNOCK CHASE COUNCIL
NOTES OF THE MEETING OF THE
RUGELEY AND BRERETON COMMUNITY FORUM
HELD ON MONDAY, 9 MARCH, 2015 AT 7:00 P.M.
IN THE COUNCIL CHAMBER, RUGELEY TOWN COUNCIL OFFICES, TAYLOR'S
LANE, RUGELEY

PRESENT: Councillors:

Grocott, M.R. (Chairman)

Allt, Mrs. A.
Jones, R.

Lovell, A.

Cannock Chase Council Officers:

T. McGovern

Managing Director

S. Partridge

Democratic Services Manager

Representatives from the following organisations:

Rugeley Town Council

Various

Brereton and Ravenhill Parish
Council

Various

Police

PCSO Sean Nicholls;

PCSO Dave Hughes

Cannock Chase CCG

Lynn Millar

Local Residents

Approximately 8

1. Apologies

Apologies for absence were received from CCDC Councillors B. Bottomer; A. Dudson*; P.A. Fisher; J.P. Johnson; G.N. Molineux; and Miss S. Whitehouse.

Apologies were also submitted on behalf of SCC Councillors A. Dudson* and G. Martin; the Ven. Simon Baker; the Rev. Preb. Michael Newman; Mrs. M. Kettle, Landor Society; Mrs. Travers-Brookes, Friends of Etching Hill; and a number of Town / Parish Councillors.

2. Declarations of Interest (CCDC Councillors)

None.

3. Notes

The notes of the meeting held on 8 December, 2014 were accepted as a correct record, subject to correction of the following:

- Cllr. Miss S. Whitehouse had submitted apologies and had not been in attendance;
- Mrs M. Kettle (Landor Society) and Mr and Mrs G. Brookes (Friends of Etching Hill) were listed as being both in attendance and having submitted apologies. As they were all in attendance, the listing under the apologies was incorrect.
- The Police representatives had been PC Lee Turner and PCSO Laura Sandy, as per the notes, not PC Nick Smith and Special Sgt. Kevin Lee as per the attendance list.

4. Matters Arising (Not Otherwise Covered on the Agenda)

None at this point, but matters were raised under Item 5. "Questions for Staffordshire Police"

5. Questions for Staffordshire Police

The Police representatives, PCSO Sean Nicholls and PCSO Dave Hughes, advised that they were happy to take questions from the floor, but asked the Forum to be mindful that a serious incident was in progress, and they would need to excuse themselves as soon as they had finished.

No questions had been submitted in advance, but the following matters were raised from the floor.

Church Street On Street Parking / Speeding Issues (refer to notes of previous meeting) – Cllr. Allt and Mr. Vukmirovic (resident of no. 32A) advised that nothing substantial appeared to have been done following promises made at the last forum. The Police promised to look into the matter further, including the possibility of using a handheld speed gun and increased visible patrolling, as previously mentioned. They would raise the issue again with the County Highways department, though it was understood that the residents had received responses to individual enquiries.

Parking Outside John Bamford School – Cllr. R. Jones advised that following recent changes to road markings outside the school, inconsiderate / dangerous parking had reduced considerably. However, he was aware of one particular van driver who ignored the road markings and parked there all day. Mr. McGovern advised that it was a civil parking enforcement matter that he would raise with the Council's CPR contractor, APCOA.

Parking Outside Western Springs School – Cllr. Allt advised that parents dropping off and collecting children were, by their inconsiderate parking, causing both a nuisance to local residents and a danger to others, including parents and children. PCSO Nicholls confirmed that they were aware of the problem and it was being addressed through the Safer Schools Initiative. Unfortunately, it was one of those situations whereby when the Police turn up to give a visible presence, the problem disappeared. If any residents were prepared to note offending vehicle registration numbers the Police would try and deal with the matter.

RTC Cllr Gaye advised that he was a governor of the school and would also raise the matter with the head teacher.

Stile Cop Road Lay-by – Cllr. Lovell raised concerns about the excessive number of vehicles using the layby and, in particular, overlapping the ends of it, especially on Sundays. The Police confirmed they were aware of the situation and were monitoring it.

Other matters raised included motorists undertaking u-turns on Horsefair, and littering issues (predominantly by youngsters) in several locations, including Etchinghill.

6. Cannock Chase Clinical Commissioning Group (The Chair agreed to this matter being brought forward on the agenda.)

Lynn Millar, Director of Primary Care, gave an overview of the role of Cannock Chase CCG, which was responsible for the 27 GP practices across Cannock Chase. In particular, feedback was sought from residents on their experiences of the GP practices in Rugeley, both historically and currently. Questions were taken from the floor, with the majority of the discussion concerning the Sandy Lane medical centre, which housed 2 similarly list-sized practices.

The forum was advised that the CCG had a budget of £160m for the provision of healthcare services across the district and these could be commissioned from a number of hospitals in the region, and NHS England currently paid for the local GP surgeries.

It was confirmed that the Cannock Chase district was ‘under-doctored’ by 6 permanent doctors. An initiative was being developed with Keele University whereby newly qualified doctors trained in Staffordshire would be encouraged to spend a minimum of their first 12 months post qualification working in the county.

7. Staffordshire Fire and Rescue Services

No questions had been submitted in advance of the meeting for the Fire and Rescue Services, consequently no representative had been sent to the meeting.

No matters were raised from the floor to be fed back.

8. Staffordshire County Council Highways

The following matter had been submitted by Cllr. J. Rowley, Chairman of Rugeley Town Council, for inclusion on the agenda:

“Grass areas on Central Reservation on Horsefair Parking

The damaged area where cars are cutting across the grass to park is becoming more and more progressively damaged. Staffordshire County Council have contacted regarding the matter and it has been suggested by Councillor J. Rowley that the area is tarmacked in full.”

Mark Keeling, Community Infrastructure Liaison Manager, SCC, had previously provided the following response to the Town Council, which the Chairman read out:

“We have agreed with the weather not being very conducive to establishing grass it wouldn’t be particularly cost effective to try and do something with this at the moment.

The grass rings were put in lower as we wanted the grass to sit level with the kerbs rather than above, which is why now we have a ‘step’ between the kerb and the grass rings. We can lift these up and re-seed, then temporarily fence this area off so it can establish, but this will probably have to wait a few months until we get more agreeable weather.

There is a concern that this will happen again due to the nature of the plastic rings, and it maybe that we consider some grasscrete as a solution rather than the plastic rings, at least for a 500mm over run section.

Another option is to look at purchasing some street furniture which could be placed strategically to prevent this over riding in the future.”

There was general discontent from the forum on the County’s handling of the consultation, management and implementation of the Horsefair public realm works. RTC Cllr. Rowley said he would follow up the matter further with Mr. Keeling / the County.

An information sheet prepared by the highways Department was also attached to the agenda in respect of who deals with various highways issues.

9. Partial Collapse of Bridge over Brook, Adjacent to Western Springs Road

Mr. G. Grant, Rugeley Town Councillor and Local Resident, had requested an update in respect of this matter. The following update had been provided by Mr. Bob Phillips, Cannock Chase Council and was included on the agenda:

“We reported to the last Forum that the District Council had submitted bids for funding for the flood relief scheme to both the Greater Birmingham and Solihull Local Enterprise Partnership and to the Stoke and Staffordshire Local Enterprise Partnership. These bids are for funding to sit alongside Environment Agency (EA) flood alleviation funds.

We have received offers of funding from both LEPs. The offer from the Stoke

and Staffs LEP is of particular interest because it is an 'in principle' offer of grant from the Government's Local Growth Fund. Members of the Forum may have seen local press reports about the project being supported through the Stoke and Staffs Growth Deal with Government. The District Council is currently discussing the details of the offers with the LEPs and with the County Council bearing in mind their role as the local authority responsible for flood relief matters in Staffordshire and that they own the land on which the scheme will sit.

Regarding the development of the flood relief scheme, the EA have made good progress with their outline design work. By the time the Forum meets there will have been two local public consultation sessions at the leisure centre on the 5th and 7th of March. This provided a first impression of the location and look of the scheme and invited comments from the public and stakeholders. The consultation will inform the detailed design. Subject to the EA and match funding being secured, the EA aims to complete the final design in mid 2015 and to start construction in 2016.

Regarding the repairs to the bridge, the position remains as reported to the last meeting of the Forum. The District Council will want to see the implications of the emerging design of the flood storage scheme for the bridge. It will also want to consider the merits of dealing with the bridge in parallel with the flood storage scheme. This will be considered further once the consultation responses to the outline scheme have been assessed.

As the project gains momentum the EA will require a project board to be established. We will keep the Forum advised of progress."

Mr. McGovern confirmed that, further to the information contained in the feedback to Mr. Grant, while the bridge was the responsibility of CCDC, other related matters were the responsibility of the County and the Environment Agency, respectively. Consequently, no one matter could be dealt with in isolation, though everybody was together towards a permanent resolution.

10. The Old Chancel, St. Augustine's Church, Rugeley (Standing Item)

The Venerable Simon Baker, Archdeacon of Lichfield, and The Reverend Prebendary Michael Newman had both submitted apologies; however, the following short update had been provided for the forum, which was read out by the Chairman:

"(1) Meeting of potential Trustees - took place on 19th February.

(a) Those present talked through the issues related to setting up a Trust with limited liability and agreed to review the Draft Trust Deed which would be circulated in the near future.

(b) The Archdeacon reported that the Trust would begin life with approximately £10,000 in the bank account including donations from the County Council and the Diocese.

(c) It was agreed that Greenwoods, a firm of Heritage Consultants, who had been standing by for while, should begin a survey to identify what is required structurally to make the Old Chancel safe and also to make suggestions as to

appropriate and viable alternative uses for the building in the future.

(d) It was reported that the legal process for the closure of the Old Chancel for public worship was nearing completion.

(e) It was agreed that a public meeting be called in July to explain progress and hopefully to persuade more people to express an interest in becoming a Trustee.

(2) The Old Chancel closed officially for public worship on 1st March. Until the Trust is formed the Diocese will be responsible for the safety of the building and will pay insurance costs.

After a slow start some significant progress has been made in recent weeks but mostly depends on setting up the Trust without which the Old Chancel will slide ever more into gentile decline.

On a positive note Greenwoods are prepared to act professionally on behalf of the Trust to ensure that the best possible response is obtained from grant making bodies and their costs can of course be written into the applications that they submit.

The Parish and Diocese have done their best to resolve an issue which was first raised in 1954 but it is now up to those in the community who value the Old Chancel to step forward and assume responsibility for its upkeep.

I trust that this information will be helpful to those present.

With best wishes.

*Yours sincerely
Michael J Newman"*

Reverend Newman also advised that he would be retiring in April and, therefore, would not be available for future meetings, and that it may be up to a year before a successor was appointed. In the intervening period, the Venerable Simon Baker, Archdeacon of Lichfield, would keep the forum informed of progress.

11. Cannock and Stafford Hospitals

Management of the Cannock Chase and Stafford Hospitals had transferred with effect from 1 November, 2014 to, respectively, The Royal Wolverhampton NHS Foundation Trust ("RWT") and University Hospitals North Staffordshire NHS Foundation Trust ("UHNS").

Sultan Mahmud, Integration Programme Director, The Royal Wolverhampton NHS Trust had provided a written statement in respect of current and future management of services at Cannock Chase Hospital, which was attached to the agenda.

Concerns were raised from the floor about the shuttle bus service between New Cross and Cannock Hospitals, following newspaper reports about its possible cessation, and the lack of any provision for Rugeley and Brereton residents who

might previously have attended Stafford Hospital. Mr. McGovern advised that the newspaper reports were speculative and ill-timed, coming just after the start of a six month trial of the service. He further advised that, without wishing to defend the RWNHST's position on shuttle bus provision, including the extent of the service(s), the Trust was under no obligation to provide such a service, and it was reported to be costing it in the region of £200K for the initial six month trial.

12. Any Other Business

None.

13. Forward Agenda for Future Meetings

None.

14. Next Meeting

(Subject to confirmation) Monday, 22 June, 2015. Venue: Rugeley Council Chamber.

The meeting closed at 8.50 pm.

CHAIRMAN