

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CABINET

HELD ON THURSDAY, 29 JANUARY, 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
Mitchell, Mrs. C.	Culture and Sport 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

101. Apologies

Apologies were received from Councillors G. Alcott, Economic Development and Planning Portfolio Leader, and A. Lovell, Corporate Improvement Portfolio Leader.

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

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

103. Updates from Portfolio Leaders

Leader

"Mercian Eagle" – The Leader advised that a double page photo spread had appeared in the "Mercian Eagle", the regimental magazine of the Mercian Regiment showing pictures of the first Freedom of the District March that had taken place on 27 June, 2014. The magazine was then circulated for Members to look at.

Stephen Brown, Chief Executive – The Leader reminded members that the meeting was the last one that the Chief Executive would be attending. On behalf of Cabinet, the Leader thanked Mr. Brown for his contribution to the Council over the preceding nearly 13 years and wished him well for the future. He commented that, in spite of the difficulties facing local government, the Chief

Executive could consider himself to be leaving on a high, with the Council able to present a balanced budget without the need for cuts to services or increases in Council Tax or Council house rents.

Mr. Brown thanked the Leader and Cabinet, and said that it had been both an honour and a pleasure to serve as the Council's Chief Executive since taking up the post in 2002, and he wished the Council well for the future.

Culture and Sport

Stadium Site Play Areas – The Portfolio Leader advised that representatives from the Council and its contractor, Wicksteed Playgrounds, had visited local schools to seek views and comments from the children on the proposed designs for the new play areas planned within the Stadium site. She said it had been a pleasure to visit the schools and she was delighted that the children had been able to see the designs, which had received really positive comments.

Works on the play areas would commence in March 2015.

Artificial Grass Pitch, Bradbury Lane – The Portfolio Leader advised that a bid had been submitted to Sport England for additional funding to support the project, the outcome of which is likely to be known by the end of February / early March, 2015.

New Cemetery Site, Adjacent to Cannock Road, Heath Hayes – The Portfolio Leader said she was pleased to report that a planning application had been approved by the Council's Planning Control Committee on 28 January, 2015. The next steps in the process would be to acquire the land, assess the revenue and capital implications, and resolve any outstanding planning conditions, and further reports to Cabinet would follow.

Housing

Provision of Photovoltaic Panels to Council Owned Bungalows - The Portfolio Leader advised that Central news would be running a local news feature about the scheme that evening.

104. Minutes of Cabinet Meeting of 18 December, 2014

RESOLVED:

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

105. Forward Plan

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

RESOLVED:

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

106. 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 and Sport – 16 October, 2014
- (ii) Town Centre Regeneration – 8 October, 2014

107. General Fund Revenue Budget and Capital Programme 2015-16 to 2017-18

Consideration was given to the Report of the Head of Finance (Item 7.1 – 7.81 of the Official Minutes of the Council).

RESOLVED:

That the following be recommended to Council for approval at its meeting to be held on 11 February, 2015, as part of the formal budget setting process:

- (A) The level of net spending for the General Fund Revenue Budget for 2015-16 be set at £12.702 million; with indicative net spending for 2016-17 and 2017-18 of £12.769million and £13.085 million respectively;
- (B) The detailed portfolio budgets as set out in Appendix 2 of the report;
- (C) The forecast outturn net budget of £14.391 million including a Revenue Contribution to Capital Outlay of £1.5 million;
- (D) The use of Government Grants in 2015-16 of £1.347 million with indicative figures of £1.512 million and £1.661 million for 2016-17 and 2017-18 respectively;
- (E) The working balances be set at £0.698 million; £0.879 million and £1.040 million for 2015-16 to 2017-18 respectively;
- (F) A Council Tax freeze for 2015-16; with indicative increases of 1.95% to the level of Council Tax for 2016-17 and 2017-18;
- (G) The Council's Tax base be set at 26,902.88;
- (H) The revised capital programme, including new schemes, as set out in Appendices 3 and 4 of the report.

Reason for Decision

The report set out a draft standstill budget for 2015-16 as well as indicative budgets for 2016-17 and 2017-18 and associated issues and also included current indications of the impact that this will have on Council Tax. It also set out the updated capital programme, and the capital resources available to the authority to finance the capital programme.

108. Treasury Management Strategy, Minimum Revenue Provision Policy and Annual Investments Strategy, 2015-16

Consideration was given to the Report of the Head of Finance (Item 8.1 – 8.28 of the Official Minutes of the Council).

RESOLVED:

That Council, at its meeting to be held on 11 February, 2015, be recommended to approve:-

- (A) The Prudential and Treasury Indicators;
- (B) Thee Minimum Revenue Provision Policy Statement;
- (C) The Treasury Management Policy;
- (D) The Annual Investment Strategy for 2015/16.

Reason for Decision

The Council was required to approve its treasury management and investment strategies to ensure that cash flow was adequately planned and that surplus monies were invested appropriately.

109. Review of the Housing Revenue Account Capital Programme 2014-15

Consideration was given to the Report of the Head of Housing and Waste Management (Item 9.1 – 9.14 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The position regarding the estimated availability of Housing Revenue Account capital resources as set out in Appendix 1 to the report be noted.
- (B) The position regarding actual and estimated expenditure in respect of the 2014-15 Housing Revenue Account Capital Programme as set out in Appendix 2 to the report be noted, and approval be given to incur £120,000 of additional scheme costs in respect of the following schemes:-
 - (i) Central Heating Up-grading Programme - £50,000
 - (ii) Void Properties (Decent Homes) - £50,000
 - (iii) Asbestos Testing and Removal - £20,000
- (C) The position regarding uncommitted Housing Revenue Account Capital Resources be noted and that £3,017,658 of uncommitted resources be carried forward to 2015-16.
- (D) The following targets in respect of dwelling improvements within the 2014-15 "Place" Priority Delivery Plan be revised:-
 - (i) Central Heating Up-grades - 350
 - (ii) Kitchen Replacements - 65

(iii)	Electrical Up-grading	-	580
(iv)	Double Glazing and Window Refurbishment	-	1090

Reasons for Decisions

The report presented the quarter three review of the 2014-15 HRA Capital Programme.

Estimated resources for 2014-15 were now forecast to be £14,501,418 as set out in Appendix 1. This compared to the estimate of £17,610,418 when the programme was last reviewed on 20 November 2014. The reasons for the £3,109,000 reduction in resources were set out in Appendix 3. The reduction primarily related to a re-phasing of the £3.022m borrowing to later years as advised by the Head of Finance reflecting the prevailing conditions in relation to Treasury Management.

Actual expenditure at 31 December 2014 totalled £6,121,547 and represented 53.4% of the previously agreed expenditure target.

Estimated expenditure for 2014-15 was now forecast to be £11,483,760. This compared to the estimate of £11,460,290 when the programme was reviewed on 20 November 2014. The reasons for this net increase of £23,470 were set out in Appendix 4. Approval was sought for £120,000 of additional expenditure in respect of three schemes.

Following the financing of the estimated 2014-15 HRA Capital Programme it was now anticipated that £3,017,658 of uncommitted resources would be available. This compared to the estimate of £6,150,128 when the programme was reviewed on 20 November 2014, a decrease of £3,132,470. The £3,017,658 of uncommitted resources would be carried forward to assist in financing the HRA Capital Programme for 2015-16 and future years.

As a result of the expenditure variations and other factors set out within the report it was necessary to amend certain dwelling outputs within the 2014-15 "Place" Priority Delivery Plan.

110. Housing Revenue Account (HRA) Budgets 2014-15 to 2017-18

Consideration was given to the Joint Report of the Head of Housing and Waste Management and the Head of Finance (Item 10.1 –10.14 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The revised position with regard to estimated income and expenditure in respect of the 2014-15 Housing Revenue Account Budget and base Housing Revenue Account budgets for the period 2015-16 to 2017-18 as summarised in Appendix 1 to the report be noted.
- (B) Council, at its meeting to be held on 11 February, 2015, be recommended

to:-

- (i) Determine a minimum level of working balances of £1,551,180 for 2015-16 and indicative working balances of £1,559,630 and £1,705,770 for 2016-17 and 2017-18 respectively.
- (ii) Not implement any rent increase for 2015-16.
- (iii) Enhance the base three-year Housing Revenue Account budgets through the provision of:-
 - (a) £400,000 for interest and loan repayment charges for additional potential borrowing approval;
 - (b) An additional £1,940,000 Revenue Contribution to Capital outlay.
- (iv) Approve the Housing Revenue Account Revenue Budgets for 2015-16, 2016-17 and 2017-18 (and note the estimated outturn for 2014-15) as summarised in Appendix 2 of the report.

Reasons for Decisions

The report considered proposed three-year HRA budgets for 2015-16, 2016-17 and 2017-18, which had been formulated within the framework provided by the revised HRA Business Plan considered by Cabinet on 20 November 2014.

A review of the 2014-15 HRA budget, together with base HRA budgets for the period 2015-16 to 2017-18 were attached as Appendix 1. The base budgets had been formulated in accordance with the assumptions set out in the HRA Business Plan, with projected levels of income and expenditure as summarised below.

	<u>2015-16</u> <u>£000's</u>	<u>2016-17</u> <u>£000's</u>	<u>2017-18</u> <u>£000's</u>
Estimated Income	20,782	21,132	24,413
Estimated Expenditure	20,584	20,444	20,587
Surplus (Deficit) in year	198	688	826
Working Balance	3,853	4,051	4,740
Minimum Working Balance	(1,551)	(1,559)	(1,706)
Estimated Surplus	2,500	3,180	3,860

In view of the risks associated with the management of the HRA under self-financing, minimum working balances of 10% of net operating expenditure had been assumed throughout the three-year budget period.

A total estimated cumulative surplus of £3,860,000 was available over the three-year budget period and can be utilised to :-

- (i) Reduce the rent increases which have been assumed within the base

budgets.

And/or

- (ii) Enhance the provision of the Council's Housing service.

Following consultation with the Housing Portfolio Leader, it was proposed that the surplus be utilised as follows:-

- (i) The 2.5% rent increase included in the base budget of 2015-16 be not implemented. This would result in a reduction in income (and in the cumulative surplus) of £1,520,000;
- (ii) Additional provision was made for:-
 - (a) Interest and loan repayment charges in respect of additional potential borrowing approval (£400,000);
 - (b) Revenue contribution to Capital outlay (£1,940,000).

The financial impact of the above proposals were set out within proposed HRA budgets for 2015-16 to 2017-18 attached as Appendix 2 to the report.

111. Housing Revenue Account Capital Programmes 2015-16 to 2017-18

Consideration was given to the Joint Report of the Head of Housing and Waste Management and the Head of Finance (Item 11.1 –11.9 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The estimated availability of Housing Revenue Account capital resources for the period 2015-16 to 2017-18 (as set out in Appendix 1 to the report), the base three year Housing Revenue Account Capital Programme for the period 2015-16 to 2017-18 (as set out in Appendix 2 to the report), and the estimated additional expenditure capacity of £1.94 million during the three year programme period be noted.
- (B) Council, at its meeting to be held on 11 February, 2015, be recommended to:-
 - (i) Enhance the base three year Housing Revenue Capital Programme through:-
 - (a) A further £1,940,000 for the provision of additional Council housing;
 - (b) Re-phasing the double glazing and window refurbishment programme for completion in September 2017.

Reason for Decisions

The report considered the formulation of a proposed three year HRA Capital Programme for the period 2015-16 to 2017-18, within the financial framework

provided by the revised HRA Business Plan.

Details of the estimated availability of HRA capital resources during the three year period were set out in Appendix 1 to the report, whilst a base three year HRA Capital Programme was set out in Appendix 2.

A comparison of estimated resource availability with the proposed HRA capital expenditure programmes was also set out below:-

	<u>2015-16</u> £000's	<u>2016-17</u> £000's	<u>2017-18</u> £000's
Resources Brought Forward	3,018	1,956	167
New Resources	11,562	10,108	10,593
Total Resources:	14,580	12,064	10,760
Less:			
(i) Base Expenditure Programme	(12,379)	(10,692)	(10,270)
(ii) Agreed resources carried forward to future years	(1,956)	(167)	-
Additional Expenditure Capacity	245	1,205	490

A total of £1,940,000 was available to enhance the base three year HRA Capital Programme. Following consultation with the Housing Portfolio Leader, it was suggested that this be utilised for the provision of additional Council housing potentially by providing "matched funding" for any increases to the national HRA borrowing limits.

It was also suggested that the Council's double glazing and window refurbishment programme be completed six months earlier and that the agreed base programme budgets be re-phased to achieve this.

The financial impact of the above proposals were set out within a proposed HRA Capital Programme for 2015-16 to 2017-18 attached as Appendix 3 to the report.

112. Redevelopment of Garage Sites and Other Council Owned Land

Consideration was given to the Report of the Head of Housing and Waste Management (Item 12.1 – 12.25 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The Development Brief for the Redevelopment of Garage Sites and Other Council Owned Land (as attached to the report as Appendix 1) be agreed.
- (B) The Head of Housing and Waste Management, following consultation with the Housing Portfolio Leader, be authorised to amend the Development Brief to address any issues as a result of completing the tender

documentation.

- (C) Cabinet receive a further report on the proposed scheme following the selection of a development partner.

Reasons for Decisions

The report presented a proposed Development Brief for the redevelopment of 11 garage sites and other areas of Council owned land. These proposals were to be used to procure the Council's Development Partner and develop a proposed scheme.

The development brief would be accompanied by a tender document providing details of the procurement process. This was currently being formulated and would be finalised following approval of the development brief. It may, however, be necessary to amend the brief to address issues which arise from the completion of the tender document and it was proposed that the Head of Housing and Waste Management following consultation with the Housing Portfolio Leader, be authorised to make such amendments.

A further report on the proposed scheme would be submitted to Cabinet following the selection of a development partner.

113. Single Fraud Investigation Service

Consideration was given to the Report of the Head of Finance (Item 13.1 – 13.18 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The transfer of the Housing Benefit Fraud service to the Department for Work and Pensions (DWP) from 1 July, 2015, be noted.
- (B) Authority be delegated to the Head of Finance to develop and in-house capability (shared with Stafford Borough Council) for a compliance team to investigate eligibility for Council Tax and Business Rates discounts and exemptions; to strengthen fraud prevention activity in Cannock Chase and to pursue prosecutions where necessary.
- (C) The in-house capability be contained within the constraints of the existing budget whereby any reduction in Admin Grant is offset by compensating savings within the Revenues and Benefits Service, although the objective of the team will also be to maximise Council Tax and Business Rates income.
- (D) The Local Taxation and Benefits Compliance Policy appended to the report be adopted.

Reasons for Decisions

The Welfare Reform Act 2012 led to the creation of the Single Fraud Investigation Service (SFIS), which would combine present arrangements for

investigation of benefit fraud, which would be brought together under one organisation managed by the DWP.

This would involve the transfer of existing council fraud investigation staff to SFIS with effect from 1 July 2015.

The investigation of other types of eligibility based discounts such as Council Tax Single Person Discount would remain with the Council.

The Council could now either transfer the existing Fraud Investigation team to the DWP on 1 July 2015 in whole or in part or make a decision to develop an in-house capacity to:

- maximise the Council's income from Council Tax and Business Rates in the context of the new local government finance regime; and
- strengthen prevention/compliance and ultimately fraud activity in Cannock Chase to signal a tougher approach to fraudsters and claimants who incorrectly claim discounts and exemptions.

By granting Council Tax discounts and exemptions in accordance with either statute or a local scheme, precepting authorities forego income because the amount of Council Tax to be collected is reduced. Similarly the claiming of reliefs or exemptions for Business Rates will impact upon the amount of Business Rates retained by the Council.

The business case for retaining a compliance capacity after the transfer of Housing Benefit Fraud investigation and prosecution work to the Single Fraud Investigation Service (SFIS) was therefore to ensure that Council Tax discounts and exemptions e.g. Single Person Discount (SPD) and Local Council Tax Scheme (LCTS) awards and Business Rates reliefs and discounts were correct and that we did not award or continue to award discounts/ exemptions/reliefs where it was not appropriate to do so.

There was potential for a retained compliance team to investigate other types of fraud or failure to declare a change of circumstances. Although officers were currently of the view that there was only a very limited business case apparent to pursue types of corporate fraud such as insurance fraud, and employee related frauds, there was a stronger case, for the team to deal with tenancy fraud.

The Head of Housing and Waste Management had agreed to support the resource required within a Compliance Team, from the Housing Revenue Account, to investigate Tenancy Fraud. This was estimated to be around 0.5 full time equivalent staff.

114. Quarter 2 Performance Review of Wigan Leisure and Culture Trust 2014-15

Consideration was given to the Report of the Head of Commissioning (Item 14.1 – 14.67 of the Official Minutes of the Council).

RESOLVED:

That the Wigan Leisure and Culture Trust (WLCT) performance in delivering the

Culture and Leisure Services for the period 1 July 2014 to 30 September 2014 be noted.

Reasons for Decision

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

Appendix 1 attached to the report provided a detailed breakdown of WLCT's performance against performance targets for the second quarter of the financial year, 1 July, 2014 to 30 September, 2014.

During this quarter there were a number of key highlights:-

- Of a total of 63 performance measures and targets WLCT met or exceeded performance in 51 (81%) of its targets and not met target in 12 (19%), albeit that 3 (5%) were within the 5% tolerance threshold. The other 9 (14%) were considered red.
- The Council's culture and leisure facilities and services were being used more this quarter than they were during the same period last year. (212,492 visits compared to 211,016 visits).
- The two leisure centres had also exceeded their target for junior visits (16 years and under) attracting 67,900 junior visits (16 years and under), which represented a slight increase (0.6%) when compared to the same quarter last year.
- Leisure Centre Memberships had increased by a further 0.2% from 3.7% to 3.9% during this quarter. Concessionary card holders were currently showing a reduction of 5% with 3,893 live card holders.
- Swimming lesson usage at both centres continued to grow with 21,900 attendances this quarter. Swimming lesson usage had increased significantly at Chase by over 37% and by 5% at Rugeley when compared to the first quarter this year.
- Golf course performance for the year to date was in line with that achieved during the first 6 months of 2013-14. (15,632 rounds compared to 15,615).
- The theatre continued to perform well with the total number of visits and attendances this year showing a 21% increase above target. (23,985 visits compared to a target of 19,706).
- Sensory Room participation remained strong with over 300 attendances during the quarter, benefiting 40 families within the district.
- The number of school visits to the Museum of Cannock Chase was 13% above target for the second quarter and 32% above the performance achieved during the same quarter last year.
- Commencement of the 'Chase Active' project which assists adults with learning difficulties to become involved in sport and physical activities. Official launch took place in November 2014.

- The Arts had used £5k of funding to deliver a Youth Project at the Prince of Wales to develop young peoples' engagement in the theatre. This quarter had also seen the commencement of the 'My Family Fitness' project targeted at encouraging parents with busy family lives to get more active, either with or at the same time as their children. To date 703 children and their families have engaged in this project against a target of 500.
- Investment in £50k in new training equipment at Chase Leisure Centre and new till system at the Prince of Wales Theatre.
- There had been no default notices issued and the contract had been delivered within budget.

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

- There were (12) 19% of targets that had not been met and where improvement were required. 9 (14%) were rated Red. 2 related to Chase Leisure Centre and usage levels in respect of the dry side activities and health and fitness. There was one red indicator reported for Rugeley Leisure Centre which related to the level of health referral activity and 3 for the Museum of Cannock Chase which related to the level of volunteer hours, junior participation and visits in person. Junior participation on the golf course and at the Theatre was also red against target as is the level of volunteer hours in the Arts team. The remaining 3 (5%) are rated Amber (within 5% tolerance threshold of the target set), 1 of which related to the level of education visits and 1 to the level of club usage at Rugeley Leisure Centre and 1 to the number of rounds played on the golf course. Results against these measures would continue to be monitored over the coming months.

Key issues the year included the following:

- WLCT would need to ensure that the culture and leisure facilities and services continued to:-
 - be in line with the Council's Priorities and objectives,
 - be evidence driven and aligned to the needs of the community,
 - contribute to meeting the health needs of the District,
 - influence decision makers and fund holders (Local Strategic Partnership, Health and Well Being Boards, Clinical Commissioning Groups, Arts Council, Heritage Lottery Fund etc), and
 - demonstrate where and how culture and leisure services could make an impact on a range of outcomes (e.g. Preventative – role of physical activity in health prevention).
- Greater use needed to be made of geographic data and information in order to target and promote culture and leisure facilities to under represented groups (young people, people with disabilities, over 60's etc).

- WLCT to continue to explore opportunities to provide play over the next year.

Performance achieved to date continued to be good, particularly in respect of attendances to the Council's culture and leisure facilities when compared to the same period in the previous year.

115. Introduction of the Living Wage

Consideration was given to the Report of the Corporate Director (Item 15.1 – 15.4 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The Living Wage be introduced for Cannock Chase Council from 1 April 2015 at a total cost of £25,200 in the 2015/16 financial year.
- (B) The National Apprenticeship Scheme and similar national employment schemes be omitted from the Living Wage Policy for the reasons stated in paragraph 5.7 of the report.

Reasons for Decisions

The Living Wage was calculated by the Minimum Income Standard Research Project on how much a worker needed to avoid the effects of poverty. It was based on a couple with two children both working 37.5 hours a week. The current UK Living Wage was set at £7.85p per hour outside of London and if introduced, applies to all employees over the age of 18 years. The current legal minimum wage was £6.50p per hour.

From January 2015 the lowest paid employee in Cannock Chase Council was on an hourly rate of £7.00 (scp 5). The introduction of the Living Wage would then increase the hourly rate to £7.85p for the lowest paid employees of the Council.

Independent research on the impact of the introduction of the Living Wage had found that reductions in turnover and absenteeism could occur as well as increases in productivity.

Employers opt on a voluntary basis to pay the Living Wage. The purpose of the report was for Cabinet to determine if they wish to voluntarily adopt the Living Wage policy for Cannock Chase Council as employer.

116. Accommodation Review

Consideration was given to the Report of the Chief Executive (Item 16.1 – 16.6 of the Official Minutes of the Council).

RESOLVED:

That the current position be noted, actions taken to date be endorsed and the further accommodation sharing initiatives outlined in the report be agreed to.

Reasons for Decision

As part of an ongoing drive to reduce costs and maximise income, the Council had sought to review its public assets, rationalising and maximising potential use wherever possible with other partners in the public sector. Other public sector partners have endeavoured to do the same.

The Council successfully negotiated with the Partnership Trust to move 80 of their employees from Ivy House, which had subsequently closed, into the building.

The County Council's Independent Futures Service, with around 20 staff, also moved into the building.

To accommodate the changes it was necessary to redesign the internal layout of the building to open plan, and the opportunity was taken to modernise that part of the building layout and provide kitchen facilities and breakout areas which had been requested by staff.

Cabinet on its meeting on 25 July 2013 recommended that Council at its meeting on the 7 August 2013 set a capital budget of £500,000 for the project, with half to be met by the County Council. The anticipated income from the sharing of accommodation was expected to be in excess of £200,000 per annum.

The Partnership Trust currently occupied the 4th and 5th floors of the building at an agreed rent of £40,236 per annum and an estimated service charge of £67,990 pa.

Independent Futures currently occupied a part of the first floor of the building and pay an annual rent of £7,470 and an estimated service charge of £11,852 pa.

The Capital cost of carrying out the necessary redesign of the 1st, 4th and 5th floors to date was around £177,000.

Arrangements were put in place to allow senior managers from the Partnership Trust, to park on the Members car park, and c.30 passes were issued for the staff car park. Arrangements were made to allow the Partnership Trust to rent 40 spaces on a floor of the town centre multi-storey car park. Unfortunately that arrangement had proved unpopular with Partnership Trust staff, and in particular nursing staff, who had found it intimidating to walk to/from that car park alone and in uniform, carrying medical supplies. The Royal Wolverhampton Hospital Trust have asked to rent these spaces for their staff as part of the changes being introduced at Cannock hospital.

Although the County Council were invoiced for £130,000 as a first contribution to the capital costs in March of this year (at their request), by early October the invoice remained unpaid. However, an agreement was reached whereby 49 additional car parking passes would be issued to the Partnership Trust for the staff car park (for nursing and social care staff), and in return the invoice would be paid; this was paid in full on 6th November 2014. The result of this was that the staff car park was at maximum capacity at peak times and overflows at very busy periods. The ongoing situation would be carefully monitored.

Members were aware that for many months the Council had been in negotiation with the Police, again at their request, to allow for front line police services to move into the building, and specifically the ballroom.

Members were aware that the Police and Crime Commissioner recently determined that he no longer wished to pursue this option.

Officers were also in negotiation for the possible transfer of County Council Families First Services into the building, but due to an imminent review of that service, the County had also determined not to pursue that option.

No steps had been taken to carry out the necessary redesign works of the remaining floors of the building whilst these negotiations were underway, as they may have fundamentally changed any design layout.

Many staff had been working in extremely cramped conditions for some time and so the works to rest of the building would now be carried out without any further unnecessary delay.

Further sharing opportunities.

An agreement had been reached with the County Council to provide some services from the Council's reception including the issuing of blue badges. The County would pay an annual fee of £5,000 for this service which would be kept under review.

The County had also expressed a wish to see their Registrars service move into the building and at their expense would be refurbishing the Jack Holsten room to provide Registry Office marriages; and two small offices were to be provided in the reception area for Registration Services.

The County would pay a rental fee of £4,643 and estimated service charges of £3,907.

Further, the Clinical Commissioning Group (CCG) had confirmed they wish to move 11 staff into the building plus provision for an office for the Chief Executive Officer (CEO) and Chairman. The standard agreed rent of £4,392 and an estimated service charge of £8,500 had been proposed though terms had not yet been finalised. Provision was made for the CCG to move in on 1st December and they have been in occupation since this date.

It was possible therefore to site the District Commissioning Lead and her Commissioning staff together with this Council's Partnership Team to create a "commissioning hub".

Royal Wolverhampton Hospital Trust expressed an interest in moving back office staff from the hospital into the Ballroom, but had since written to say that this was no longer a viable option for them.

Reception

The redesign and modernisation of the Reception area had also been put on hold pending decisions by the Police and Families First, however account could now be taken of the extra footfall being experienced due to sharing of the building, and steps would be taken to ensure the area provided a better experience for the public.

Concerns had been raised about staff security in the area, and CCTV had now been installed in this area. The CCTV system would also cover the Members entrance, as this would be open to the public for the Registrars.

Hospital Car Parking

The CEO of Royal Wolverhampton Hospital Trust had written to the Council expressing his concern that Cannock Hospital car parking provision was inadequate given the extra volume of service that he will soon be providing from that hospital.

The Council's staff car park was just across the road from the hospital and therefore he has sought the Council's help in trying to address the problem.

Meetings had been held between the Council and the hospital, and it was hoped a solution could be found that would involve no expense to the Council and may even provide a future revenue stream.

Any solution would however almost inevitably inconvenience staff, and of course the Council's tenants.

117. Update on Partnership Activity

Consideration was given to the Report of the Chief Executive (Item 17.1 – 17.6 of the Official Minutes of the Council).

RESOLVED:

That the update on Partnership Activity be noted.

Reasons for Decision

At the meeting of Cabinet on 21 June, 2012, the regular Partnership Update report was noted and it was resolved that, in future, an update would be required on a quarterly basis following the Local Strategic Partnership Board (LSP) Strategic Board meeting cycle.

The report provided an update on the key areas of focus for the Chase Community Partnership since the last report to Cabinet together with detailed information and case studies where relevant.

Cabinet recalled that the LSP had adopted its own governance structure and Terms and Reference, and therefore the quarterly update reports were intended to provide a summary of Partnership work for information. Any particular areas of interest to Cabinet could be reported in more detail in future reports.

118. 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, 29 JANUARY, 2015 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 2

119. Review of the Senior Management Structure of the Council – Actuarial Strain

Consideration was given to the Not for Publication Report of the Leader of the Council (Item 19.1 – 19.18 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The payment of the actuarial strain as set out in paragraph 2.6 of the report to Council held on 14 January, 2015 (attached as Appendix 1 to the report), be approved.
- (B) The budget variations arising from the change to the Senior Management Restructure be noted, which would form part of the overall Budget to be recommended to Council as part of the '2015/16 to 2017/18 General Fund Revenue Budget' report.

Reason for Decisions

Under the Constitution the approval of the Council's senior management structure and the appointment or dismissal of the Chief Executive were reserved to the Council. The approval of the payment of actuarial strain to allow immediate access to pension entitlement for an employee made redundant or retiring early was reserved to the Cabinet.

120. Compulsory Purchase Order – 79 Sharon Way, Hednesford

Prior to consideration of the Not for Publication Report of the Head of Environmental Health (Item 20.1 – 20.12 of the Official Minutes of the Council), the Housing Portfolio Leader gave an update from the Head of Environmental Health.

The Head of Environmental Health had advised that, having notified the Leaseholder and Freeholder of the intention to pursue a Compulsory Purchase Order (CPO), Officers had received a response from solicitors representing the Freeholder.

The solicitors had advised that they were commencing proceedings on behalf of the Freeholder to take possession of the property, following which the necessary repairs would be carried out. It was then intended to either let the property on an assured shorthold tenancy, or sell it.

Officers would closely monitor progress and if the Freeholder did not make

satisfactory progress, as advised, then it was recommended that the Compulsory Purchase Order be pursued.

RESOLVED:

That:

- (A) Taking account of the information received from solicitors representing the Freeholder, Officers should closely monitor progress in respect of the promised repairs and future usage.
- (B) If the Freeholder did not make satisfactory progress, as advised, then the Compulsory Purchase Order should be pursued under section 17 of the Housing Act 1985, with an open market disposal of the property for the best price available be authorised and otherwise on terms and conditions to be agreed by the Head of Economic Development.

Reasons for Decisions

Empty properties could fall into disrepair and attract pests, graffiti and litter, becoming a target for anti-social behaviour, vandalism, squatting and arson.

Many people in the Cannock Chase District needed homes and there were approximately 1,375 applicants on the Council's housing waiting list. New house building rates were still low and reusing empty homes provided one of the few other sources of housing.

Other options to bring the dwelling back into beneficial use had been explored and found to be unsuccessful or inappropriate. The property was currently the subject of enforcement action under the Prevention of Damage by Pests Act 1949 in respect of a rat infestation.

Having notified the Leaseholder and Freeholder of the intention to pursue a Compulsory Purchase Order (CPO), Officers had received a response from solicitors representing the Freeholder. The solicitors had advised that they were commencing proceedings on behalf of the Freeholder to take possession of the property, following which the necessary repairs would be carried out. It was then intended to either let the property on an assured shorthold tenancy, or sell it.

The meeting closed at 4.55 p.m.

LEADER

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
PLANNING CONTROL COMMITTEE
WEDNESDAY 28 JANUARY, 2015 AT 3.15 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.
Anslow, C.	Grocott, M.R.
Ball, G.D.	Pearson, A.
Bernard, J.D.	Snape, P.A.
Bottomer, B.	Todd, Mrs. D.M.
Dean, A.	Todd, R.
Fisher, P.A.	

(The order of the Agenda was amended in order to take account of the speakers).

99. Apologies

No apologies for absence were received.

100. 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
Bernard, J.D.	Application CH/14/0437, Re-submission of CH/14/0141:- Variation of condition 2 of planning permission CH/11/0177 to allow opening 24 hours a day 7 days a week, with the drive through element only, open between 23:00 and 5:00, McDonalds Restaurants Ltd., Hemlock Way, Cannock – Member knows the Manager of the Restaurant who was speaking at the Committee	Personal

101. Disclosure of lobbying of Members

The following Members declared that they had been lobbied in respect of Application CH/14/0445, Change of use from A1 – A5 restaurant and takeaway as well as installation of extraction equipment to rear, 83 Fernwood Drive, Rugeley – Councillors C. Anslow, J.D. Bernard, B. Bottomer, P.A. Fisher, Miss M. Freeman, M.R. Grocott, J.T. Kraujalis, A. Pearson, Mrs. D.M. Todd and R. Todd.

Councillor P.A. Snape declared that he had been lobbied in respect of Application CH/14/0447, Residential development, erection of a 2 bedroom detached bungalow, 71 Gorse Lane, Cannock.

102. Minutes

With regard to Minute No. 96 and the request for a site visit to be undertaken in respect of Application CH/14/410, Change of use from non-residential institution (D1) to supported house for people who are abstinent from drugs and alcohol (D2), 91-93 High Green, Cannock the Development Control Manager advised Members that a request had been received to undertake a site visit to a similar facility in Burton on Friday 13 February, 2015. Enquiries were underway to confirm that the facility was similar to the proposal and if so, the visit would be arranged and Members advised accordingly.

RESOLVED:

That the Minutes of the Meeting held on 7 January, 2015 be approved as a correct record.

103. Members' Requests for Site Visits

104. Application CH/14/0445, Change of use from A1 – A5 restaurant and takeaway as well as installation of extraction equipment to rear, 83 Fernwood Drive, Rugeley

Following a site visit, consideration was given to the Report of the Development Control Manager (Item 6.1 – 6.12 of the Official Minutes of the Council).

The Development Control Manager circulated an update to the Committee, as follows:-

Item 6.6 – Relevant Planning history

The correct relevant Planning history should read as follows:-

CH/09/0243 – Change of use from doctor's surgery (D1) to retail (A1)

CH/07/0663 – Change of use from doctor's surgery (D1) to restaurant and café (A3)

Item 6.10, Paragraph 4.6 states: *“It should be noted that A5 consent has been previously approved at this site”*. This should read: *“It should be noted that A3 consent has been previously approved at this site”*.

Prior to consideration of the application representations were made by Mr. G. Partou, an objector, Councillor C. Bennett (Ward Councillor) objecting to the application and Mr. Landy who was supporting the application.

RESOLVED:

That the application which was recommended for approval be refused for the following reasons:-

“The proposed change of use from retail (A1) to Hot Food Takeaway (A5), would result in a concentration of non-A1 (particularly A5) uses in this location, which would result in an adverse impact on the vitality and viability of the local centre. As such, the proposal is contrary to Local Plan Policies CP3, CP11 and the NPPF.

If allowed the proposed change of use in addition to the existing A5 uses would have a cumulative adverse impact on the amenity of nearby residents by way of additional disturbance, noise, odours and litter. As such, the proposal is contrary to Local Plan Policy CP3 and the NPPF”.

105. Application CH/14/00403, Change of use from retail and ancillary storage to tyre fitting with no internal or external alterations, Roadrunner Ltd., Greenheath Road, Hednesford, Cannock

Following a site visit consideration was given to the Report of the Development Control Manager (Item 6.13 – 6.23 of the Official Minutes of the Council).

The Development Control Manager circulated an update to the Committee, as follows:-

Should the application be approved the proposed conditions were as outlined below:-

1. The development to which this permission relates must be begun not later than the expiration of three years beginning with the date on which this permission is granted.
Reason: To comply with the requirements of Section 91 of the Town and Country Planning Act 1990.
2. The premises shall not be open for business outside the hours of 9.00am to 5.30pm Monday to Friday and 9.00am to 3.00pm on Saturday. The premises shall not be open for business at any time on Sundays and Bank Holidays. No deliveries shall be made to the premises outside the approved opening hours.
Reason: To ensure that the proposed development does not prejudice the enjoyment by neighbouring occupiers of their properties and to ensure compliance with the Local Plan Policy CP3 – Chase Shaping - Design and the NPPF.

3. The development hereby approved shall only be used for tyre fitting and for no other car repair/maintenance/servicing use or any other use within the Classes B1, B2 and B8 of the Town and Country Planning (Use Classes) Order 1995 (or any Order revoking and re-enacting that Order with or without modification) and for no other use.
Reason: The reason will be specific in each case and to ensure compliance with the Local Plan Policy CP3 - Chase Shaping – Design and the NPPF.
4. No tyre removal/fitting activity shall take place including the use of any machinery whether portable or otherwise outside the building at any time.
Reason: To ensure that the proposed development does not prejudice the enjoyment by neighbouring occupiers of their properties and to ensure compliance with the Local Plan Policies CP3 – Chase Shaping – Design and the NPPF.
5. No development shall commence until full details of all machinery to be used has been submitted to and approved in writing by the Local Planning Authority.
Reason: To ensure that the proposed development does not prejudice the enjoyment by neighbouring occupiers of their properties and to ensure compliance with the Local Plan Policies CP3 – Chase Shaping – Design and the NPPF.
6. No goods, plant, materials or waste shall be stored or deposited on any part of the site outside the building except in an enclosed container, the siting and design of which has been agreed in writing with the Local Planning Authority.
Reason: To safeguard the amenities of the locality and to ensure that adequate space is retained for the parking, loading and unloading of vehicles and to ensure compliance with the NPPF.
7. Prior to first use of the proposed development the parking area shall be provided and thereafter retained in accordance with the submitted drawing entitled “Proposed Plan of Car Park” for the life of the development.
Reason: In the interests of highway safety and to ensure compliance with the NPPF.
8. The number of service bays within the curtilage shall be limited to one in number.
Reason: In the interests of highway safety and to ensure compliance with the NPPF.
9. The development hereby permitted shall be carried out in accordance with the following approved plans:-
Proposed plan of car park (1: 100 scale)
Proposed plan of shop front (1:100 scale)
Red line plan (1:1250 scale)
Existing plan Ground Floor (NTS)
Proposed plan Ground Floor (NTS)
Proposed plan 1st floor (NTS)
Reason: For the avoidance of doubt and in the interests of proper planning.

Prior to consideration of the application, representations were made by Mr. M. Davis, an objector, Councillor G. Adamson (Ward Councillor) objecting to

the application and Mrs. Hussain, the Applicant who was speaking in support of the application.

RESOLVED:-

That the application which was recommended for approval be refused for the following reasons:-

“The proposal would introduce a tyre fitting business (General Industry - B2 use) adjacent to dwellings in a predominantly residential area. The proposed tyre fitting business would require the use of commercial tools / machinery and would also result in vehicle movements to and from the application site, which would increase noise and activity associated with the site. Consequently, the proposal would have an adverse impact on the amenity of nearby residents. As such, the proposal is contrary to the aims of Local Plan Policy CP3 and the NPPF, which seek to safeguard the amenity of existing residents from inappropriate new development”.

106. Application CH/14/0447, Residential development:- erection of a 2 bedroom detached bungalow, 71 Gorsey Lane, Cannock

Following a site visit consideration was given to the Report of the Development Control Manager (Item 6.50 – 6.65 of the Official Minutes of the Council).

Prior to consideration of the application, representations were made by Sarah Poxon, an objector.

RESOLVED:

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

(At this point in the proceedings the Committee adjourned for a 5 minute comfort break).

107. Application CH/14/0437, Re-submission of CH/14/0141:- Variation of condition 2 of planning permission CH/11/0177 to allow opening 24 hours a day 7 days a week, with the drive through element only, open between 23:00 and 5:00, McDonalds Restaurants Ltd., Hemlock Way, Cannock

Consideration was given to the Report of the Development Control Manager (Item 6.66 – 6.74 of the Official Minutes of the Council).

Prior to consideration of the application, representations were made by Dean Haines, on behalf of McDonalds, speaking in support of the application.

RESOLVED:

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

(Councillor F.W.C. Allen left the meeting prior to consideration of the following application and therefore took no part in the determination of the application).

108. Application CH/14/0404, Proposed cemetery including parking area, fencing, compound area, footpath, cycle way, drainage, landscaping and extension of existing access road (full planning permission). Construction of reception and lodge buildings (outline planning permission)

Following a site visit consideration was given to the Report of the Development Control Manager (Item 6.24 – 6.49 of the Official Minutes of the Council).

The Development Control Manager circulated an update to the Committee, as follows:-

Item 6.27

The following conditions would be removed should permission be granted:-

Conditions 10, 11, 12 and 13) These are conditions related to Special surface construction details and also implementation together with Arboricultural work details and its implementation.

Such conditions are normally required where work is proposed near or adjacent to mature trees (within the rootzones) that are to be retained, in order to protect such trees and ensure their long term survival. The site does not contain any such trees or vegetation and therefore no special surfaces and/or arboricultural works are required. As such the two conditions E4 and E6 and their associated implementation conditions E5 and E7 would not be required.

Item 6.30

Comments from Staffordshire County Council Highways have been received, as follows:-

There are no objections on Highway grounds to the proposed development subject to the following conditions being included on any approval:-

- 1. Prior to first use of the proposed development the access roadway, footways and 43 space parking area within the site curtilage as broadly indicated on submitted Drawing No. ES/PR/NC/001-B shall be provided with the individual parking bays clearly delineated.*
- 2. Prior to the commencement of the development details shall be submitted to and approved in writing by the local Planning Authority indicating an Overflow Car/Coach parking area. The overflow area shall thereafter be provided prior to first use of the development and thereafter retained for those purposes only for the life of the development.*

3. *No more than 1 No. committal shall take place at any given time.*
4. *Prior to first use of the development the following off-site highway works shall be provided:-*
 - (i) *Advisory pedestrian crossing facility including pedestrian refuge within the vicinity of the site access;*
 - (ii) *A footway link along the eastern side of B4154 (Norton Road) of 2.0m width linking the new pedestrian refuge to the existing footway link leading into the site;*
 - (iii) *Renewal of the existing road junction markings at the site access; in accordance with details first to be submitted to and approved in writing by the local Planning Authority.*
5. *All vehicle access to the site shall be by means of the vehicle access to Norton Lane with no access to be taken from the coal haulage road.*

Reasons for Recommendation

1-5 In order to comply with Paragraph 32 of the NPPF.

Informative Note(s) to be included on Decision Notice

- (i) *Condition 4 above requires a Legal Agreement with Staffordshire County Council and the applicant is therefore requested to contact the Network Management Unit of Staffordshire County Council in respect of securing the appropriate legal agreement and any other permits.*

He further advised that the following would be required should permission be granted:-

Impact upon the Special Area of Conservation

The Council has a duty as a responsible authority under the Conservation of Habitats and Species Regulations 2010 (Habitat Regulations) to ensure that the decisions it make on planning applications do not result in adverse effects on the integrity of the Cannock Chase Special Area of Conservation (SAC), which has internationally protected status under the Regulations for its unique habitat.

Evidence shows that the “in combination” impact of proposals involving a net increase of one or more dwellings within a 15 kilometre radius of the SAC would have an adverse effect on its integrity. The effects comprise additional damage from visitor use and vehicle emissions. So the Local Planning Authority would not be complying with their duty under the Habitat Regulations if planning permission were granted without appropriate mitigation being secured prior to developments being built. Therefore, applications proposing a new increase in housing development of between 1 and 50 units are subject to a Unilateral Undertaking proposing a financial contribution in the 0-8 kilometre zone (which includes the whole of Cannock Chase District apart from Little Wyrley) and £300 per dwelling in the 8-15 kilometre zone.

As this application is for the net addition of 1 dwelling (lodge) and is within 0-

8 kilometres of the SAC; a financial contribution of £450 is required.

Recommendations:

- Include additional conditions/informative as recommended by County Highways, if planning permission is approved;
- An additional condition to provide appropriate SAC mitigation is included, if planning permission is approved;
- Remove proposed conditions 10, 11, 12 and 13 if planning permission is approved.

RESOLVED:

- (A) That the applicant be requested to enter into a Unilateral Undertaking to secure a contribution of £450 toward SAC mitigation;
- (B) On completion of the Unilateral Undertaking (i) the application be approved subject to the conditions contained in the report for the reasons stated therein, (ii) conditions 10, 11, 12 and 13 as set out in the report be removed and (iii) the following additional conditions/informative as recommended by County Highways be included in the approval;
- (C) Condition to mitigate the impact of the proposed lodge building on Cannock Chase Special Area of Conservation (SAC):-

Conditions:-

1. *Prior to first use of the proposed development the access roadway, footways and 43 space parking area within the site curtilage as broadly indicated on submitted Drawing No. ES/PR/NC/001-B shall be provided with the individual parking bays clearly delineated.*
2. *Prior to the commencement of the development details shall be submitted to and approved in writing by the local Planning Authority indicated an Overflow Car/Coach parking area. The overflow area shall thereafter be provided prior to first use of the development and thereafter retained for those purposes only for the life of the development.*
3. *No more than 1 No. committal shall take place at any given time.*
4. *Prior to first use of the development the following off-site highway works shall be provided:-*
 - (iv) *Advisory pedestrian crossing facility including pedestrian refuge within the vicinity of the site access;*
 - (v) *A footway link along the eastern side of B41in4 (Norton Road) of 2.0m width linking the new pedestrian refuge to the existing footway link leading into the site:*
 - (vi) *Renewal of the existing road junction marking at the site access; in accordance with details first to be submitted to and approved in writing by the local Planning Authority.*
5. *All vehicle access to the site shall be by means of the vehicle access to Norton Lane with no access to be taken from the coal haulage road.*

Reasons for Recommendation: 1-5 In order to comply with Paragraph

32 of the NPPF.

Condition to mitigate the impact of the proposed lodge building on Cannock Chase Special Area of Conservation (SAC):-

The Lodge building hereby approved shall not be constructed until a scheme detailing the proposed mitigation to deal with the impact of this new dwelling on the Cannock Chase Special Area of Conservation (SAC) has been submitted to and agreed in writing with the Local Planning Authority. Thereafter the mitigation shall be provided in accordance with the approved details before the Lodge building is constructed.

Reason:- To safeguard the Cannock Chase Special Area of Conservation (SAC) in accordance with Local Plan Policy CP13.

Informative Note(s) to be included on Decision Notice:-

- (i) *Condition 4 above requires a Legal Agreement with Staffordshire County Council and the applicant is therefore requested to contact the Network Management Unit of Staffordshire County Council in respect of securing the appropriate legal agreement and any other permits.*

The meeting finished at 4.55pm.

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
PLANNING CONTROL COMMITTEE
WEDNESDAY 18 FEBRUARY, 2015 AT 3.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors

Cartwright, Mrs. S.M. (Chairman)

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

109. Apologies

Apologies for absence were received from Councillor P.A. Fisher and J.T. Kraujalis (Vice- Chairman).

Councillor Mrs. C. Mitchell was in attendance as substitute for Councillor J.T. Kraujalis.

110. 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
Freeman, Miss M.	Application CH/14/0430, <i>Spices Restaurant 192 Walsall Road, Cannock</i> , part change of use from car park to hand car wash including siting of amenity building (temporary consent for two years) – Member is a Bridgtown Parish Councillor	Personal
Grocott, M.R.	Application CH/14/0410, <i>91-93 High Green Cannock</i> , Change of use from non residential institution (D1) to supported house for people who are abstinent from drugs and alcohol (C2) – Member is Trustee for Aspire Housing (which	Personal and Pecuniary

was mentioned in Noreen Oliver's, MBE verbal representation to the Committee as working with the applicant)

Dean, A. Application CH/14/0410, *91-93 High Green Cannock*, Change of use from non Residential institution (D1) to supported house for people who are abstinent from drugs and alcohol (C2) – Member declared that he had predetermined the application

111. Disclosure of lobbying of Members

Councillors Mrs. S.M. Cartwright and G.D. Ball declared that they had been lobbied in respect of Application CH/14/0268, *Pye Green Valley between Greenheath Road and Cannock Road, Hednesford* – Residential development, erection of 425 dwellings and associated infrastructure (application for approval of reserved matters).

Councillors Mrs. S.M. Cartwright, F.W.C. Allen, C. Anslow, G.D. Ball, J.D. Bernard, B. Bottomer, A. Dean, Miss M.A. Freeman, M.R. Grocott, A. Pearson, P.A. Snape, Mrs. D.M. Todd and R. Todd declared that they had been lobbied in respect of Application CH/14/0410, *91-93 High Green, Cannock*, Change of use from non-residential institution (D1) to supported house for people who are abstinent from drugs and alcohol (C2).

112. Minutes

RESOLVED:

That the Minutes of the Meeting held on 28 January, 2015 be approved as a correct record.

113. Members' Requests for Site Visits

114. Application CH/14/0411, Residential development: demolition of existing building and erection of 7 houses and 14 flats, Hillsprings Clinic, Green Lane, Rugeley

Following a site visit, consideration was given to the Report of the Development Control Manager (Item 6.1 – 6.23 of the Official Minutes of the Council).

The Development Control Manager circulated an update to the Committee, as follows:-

Item 6.10 – Recommendation should read: Section 106 Agreement then approve subject to conditions.

Item 6.22 – Paragraph 4.28 – The SAC mitigation figure has now been reviewed. As such, the new amount is £221 per additional dwelling.

Therefore the revised total contribution would be £3094.

Officers are still awaiting a formal response from County Highways. As such, any conditions/informatives recommended by County Highways will also be included subject to planning consent being granted.

Recommendation: Section 106 Agreement then approve subject to conditions (including any further conditions/informatives recommended by consultees).

RESOLVED:

- (A) That the applicant be requested to enter into an Agreement under Section 106 of the Town and Country Planning Act, 1990, as amended, to secure a financial contribution of £3094 for mitigation of the impact of the development on the SAC;
- (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 any further conditions/informatives recommended by consultees.

115. Application CH/14/0268, Residential development: erection of 425 dwellings and associated infrastructure (application for approval of reserved matters including – access, appearance, landscaping, layout and scale), Pye Green Valley between Green Heath Road and Cannock Road, Hednesford

Following a site visit consideration was given to the Report of the Development Control Manager (Item 6.24 – 6.53 of the Official Minutes of the Council).

The Development Control Manager circulated an update to the Committee, as follows:-

The reference to 447 dwellings contained within the report should be removed and replaced with the reduced figure of 425 dwellings.

Since the report was written, in response to the amended scheme for 425 dwellings the local planning authority has received a further 9 letters of objection. In summary the matters raised are:

- A neighbours house not selling because of the proposed development;
- Poor level of drawings in respect of the alterations to the existing road along Green Heath Road. Concern over design and future maintenance of revised junction;
- Traffic Impact;
- Impact on existing services;
- Concern that planning application is being approved without Highways comments and resolving other consultee concerns

Natural England - Are of the view that the Habitats Regulations should be applied to applications for approval of reserved matters or variations or renewals, where potential effects on the European Site were not fully considered when an existing permission was granted or where information more recently provided would make for a different assessment of effects.

Staffordshire County Council – Education – Request financial contribution towards education based on revised number of dwellings.

Item 6.37 – Staffordshire County Council Highways – No objections subject to conditions and informatives:-

1. Notwithstanding the submitted details relating to the re-aligned Green Heath Road construction details shall be submitted to and approved in writing by the Local Planning Authority before the development commences. The works shall thereafter be constructed in accordance with the approved details prior to the development being first brought into use.
2. Before construction works of any kind are commenced on site a Construction Management Plan shall be submitted to, and approved in writing by the Local Planning Authority. The submitted Construction Management Plan shall include the following details:-
 - The routeing of construction vehicles to and from the site including measures to mitigate the impact on the local highway network;
 - Parking facilities for vehicles of site personnel, operatives and visitors;
 - Arrangements for the loading and unloading of plant and materials;
 - Areas of storage for plant and materials used during the construction of the proposed development;
 - Measures to prevent the deposition of deleterious material on the public highway during the construction of the proposed development;
 - The Construction Management Plan shall be adhered to for the duration of the construction phase.

Reasons: In the interests of highway safety.

Informative:

This form x is issued on the assumption that the conditions/obligations in the outline are fully complied with. This consent will require approval under Section 7 of the Staffordshire Act 1983 and will require a Section 38 of the Highways Act 1980. Please contact Staffordshire County Council to ensure that approvals and agreements are secured before commencement of works.

Recommendation: Delegate to Development Control Manager to approve, subject to resolving matters raised by Natural England, conditions set out in the report and any other conditions recommended by consultees and officers.

Prior to consideration of the application representations were made by Wendy Heathcote, an objector and Richard Hodson for Persimmon, speaking in favour of the application.

RESOLVED:-

That the application be delegated to the Development Control Manager to approve, subject to (i) resolving matters raised by Natural England (ii) the conditions contained in the report for the reasons stated therein (iii) to any other conditions recommended by consultees and officers and (iv) the following additional condition to secure the future management of the Woodland buffer:

The development hereby approved shall not commence until a scheme for the future retention and management of the retained Woodland Buffer has been submitted to and agreed by the Local Planning Authority. Thereafter, the Woodland Buffer shall be retained and agreed in accordance with the approved details.

Reason: In the interests of preserving the woodland for its biodiversity and amenity benefits.

116. Application CH/14/0430, Part change of use from car park to hand car wash including siting of amenity building (temporary consent for two years), Spices Restaurant, 192 Walsall Road, Cannock

Following a site visit consideration was given to the Report of the Development Control Manager (Item 6.54 – 6.67 of the Official Minutes of the Council).

Prior to consideration of the application representations were made by Frances Biard, the Agent, speaking in favour of the application.

RESOLVED:

That the application, which was recommended for approval, be refused for the following reasons:

1. The application site is accessed off a busy major road. The access to the site would be shared with an existing restaurant facility. The proposed use, which would involve significant vehicular movements, particularly during peak periods would lead to restricted access onto the site, which would result in vehicles waiting along Walsall Road to the detriment of the free flow of traffic and highway safety. As such, the proposal conflicts with Local Plan Policy CP3, which seeks to promote ease of access and mobility within development and from its surroundings.
2. The application site is located to the rear of existing dwellings. Consequently, the activity and disturbance associated with the proposed car wash would have an adverse impact on the amenity of adjacent residents. As such, the proposal is contrary to Local Plan

Policy CP3 and the NPPF, which seek to safeguard the amenity of existing residents from new development proposals.

(At this stage in the proceedings the Committee adjourned for a 5 minute comfort break).

117. Application CH/14/0355, Change of use from Working Men's Club (A4) to a base for integrated drug and alcohol service (D1) including medical prescribing and needle exchange, Former Progressive Working Men's Club, Cannock Shopping Centre, Cannock

Following a site visit consideration was given to the Report of the Development Control Manager (Item 6.68 – 6.79 of the Official Minutes of the Council).

Prior to consideration of the application representations were made by Trudie McGuinness, an objector and Chris Judge (speaking on behalf of the applicant) who was in favour of the application.

RESOLVED:

That the application, which was recommended for approval, be refused for the following reasons:-

The proposal offers services for people that will be involved in substance misuse, including needle exchange. The application site is located at the gateway to the town centre adjacent to the bus station and a college. Consequently, the area is frequented by the wider community including vulnerable groups such as young adults and the elderly. As such, the juxtaposition of the proposed facility in relation to the town centre environment, bus station and college will heighten concerns over crime and anti-social behaviour, particularly, amongst vulnerable groups. As such, the proposal is contrary to Local Plan Policy CP3 and the NPPF, particularly paragraph 69, which seek to create safe environments where the fear of crime, does not undermine quality of life or character of the area.

(During consideration of this application an individual member of the public interrupted the proceedings and became quite vociferous. The Chairman had to ask her to remain silent on a number of occasions).

118. Application CH/14/0410, Change of use from non-residential institution (D1) to supported house for people who are abstinent from drugs and alcohol (C2), 91-93 High Green, Cannock

Following a site visit consideration was given to the Report of the Development Control Manager (Item 6.80 – 6.97 of the Official Minutes of the Council).

Having declared that he had predetermined the application Councillor A. Dean spoke in favour of the application and then left the room whilst the application was considered and determined.

The Development Control Manager circulated an update, as follows:-

A further letter of objection had been received querying the location of the proposed use in relation to bars and pubs and that Cannock should not host a facility for residents from outside the District.

He also read out a further letter of objection that had been received (at the request of the objector).

The Chairman made reference to an article that had appeared in a recent edition of the Express and Star. The headline of the article gave the impression that planning consent had already been granted. The Council's Principal Solicitor confirmed that no press release had been issued in relation to this development. The Chairman explained that investigations would commence with the Express and Star regarding the wording in relation to this article. The representative from the Express and Star, who was present at the meeting, commented that the article implied that the development was expected to go ahead; however, she would check on the wording that had been used.

Prior to consideration of the application representations were made by Mark Francis, an objector, Geoff Barnett, a supporter of the application and Noreen Oliver, MBE representing the applicant.

During the representations made by Noreen Oliver, MBE, she made reference to Aspire Housing. Councillor M.R. Grocott immediately declared that he was a Trustee for Aspire Housing and therefore left the meeting as he had a personal and pecuniary interest and took no part in the determination of the application.

RESOLVED:

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

(During consideration of this application the individual member of the public once again interrupted the proceedings. The Chairman warned the individual that she would be asked to leave if she continued to be vociferous. Despite this warning the individual continued and the Chairman therefore, pursuant to Rule 12(1) of the Council Procedure Rules, asked her to leave the Council Chamber. The individual refused and the Chairman adjourned the meeting and the Committee Clerk was asked to call the Police to assist in securing her removal from the meeting. However, the individual then left the Council Chamber and it was therefore not necessary for the Police to attend. Following this the meeting resumed).

The meeting finished at 6.15pm.

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
PLANNING CONTROL COMMITTEE
WEDNESDAY 11 MARCH, 2015 AT 3.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors

Kraujalis, J.T. (Vice-Chairman-in the Chair)

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

119. Apologies

Apologies for absence were received from Councillors Mrs. S.M. Cartwright (Chairman), F.W.C. Allen and C. Anslow.

In the absence of the Chairman, the Vice-Chairman, Councillor J.T. Kraujalis was in the Chair.

120. 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
Grocott, M.R.	Application CH/14/0420, Copperdown Residential Home, 30 Church Street, Rugeley-Ground floor, first floor and two storey extensions to side and rear to create 8 additional bedrooms and new common area- Member has known the objector, who was proposing to speak at the meeting, for a number of years	Personal and Pecuniary

121. Disclosure of lobbying of Members

None

122. Minutes

RESOLVED:

That the Minutes of the Meeting held on 18 February, 2015 be approved as a correct record.

123. Members' Requests for Site Visits

None

124. Application CH/14/0420, Copperdown Residential Home, 30 Church Street, Rugeley, Ground floor, first floor and two storey extensions to side and rear to create 8 additional bedrooms and new common area

Following a site visit, consideration was given to the Report of the Development Control Manager (Item 6.1 – 6.12 of the Official Minutes of the Council).

Having declared a personal and pecuniary interest Councillor M.R. Grocott left the meeting prior to consideration of the application and took no part in the decision making process.

Prior to consideration of the application representations were made by Ward Councillor Mrs. D. Allt (objecting) and Mr. Jain (the applicant).

The Development Control Manager read out a letter of objection from Mr. Ingley who was unable to attend the meeting to speak due to another commitment.

The Development Control Manager clarified that, a previous application (CH/09/0275) which was approved in November 2009 and was identical to this application, had now lapsed.

RESOLVED:

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

125. Proposed Tree Preservation Order at 28 Highfield Road, Cannock - TPO No. 2014/10

Following a site visit consideration was given to the Report of the Development Control Manager (Item 6.13 – 6.18 of the Official Minutes of the Council).

The Development Control Manager read out a letter of objection that had been received from a Mr. Davies.

The Tree Protection Officer provided Members with the background to the application.

RESOLVED:

That TPO No. 2014/10 be confirmed without modification.

(A Councillor asked whether letters that were received and read out by the Officer could be printed off and circulated at the meeting. The Development Control Manager agreed to look into this).

The meeting finished at 4.00pm.

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
HEALTH SCRUTINY COMMITTEE
TUESDAY 20 JANUARY, 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)

Bernard, Mrs. A.F. Preece, J.
Jones, R.

By Invitation: Mr. P. Simpson, Director of Finance, Cannock Chase Clinical
Commissioning Group

Also present: Mrs. H. Parsons, Healthwatch

29. Apologies

Apologies for absence were received from Councillor Mrs. H.M. Sutton, Staffordshire County Council Representative Mrs. C. Mitchell and Health and Wellbeing Portfolio Leader Mrs. M.A. Davis.

30. 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.

31. Minutes

The Chairman referred to Minute 27. Healthwatch Staffordshire – Update and reported that an Accountability Session had been held at Staffordshire County Council and was attended by some Members of the Health Scrutiny Committee. Discussions were held around maternity services, care in the community, bed blocking and transport arrangements. It appeared that bed blocking was a major problem not just locally but also nationally and with the shortage of beds in care homes, this added to the problem.

It was reported that a further Accountability Session would be held in 3 months times.

The Chairman referred to Minute 23. Dementia Friendly Communities and was keen to know how the Committee could become involved.

Steve Shilvock, Head of Environmental Health reported that a training event had been organised for 2 February, 2015 which dealt with different sessions based around helping people live independent lives. He would forward details of the event to Members of the Committee.

He also reported that he would make arrangements for the Dementia Action Alliance to attend a future meeting of the Committee.

RESOLVED:

- (A) That the Minutes of the meeting held on 25 November, 2014 be approved as a correct record.
- (B) That arrangements be made for the Dementia Action Alliance to attend a future Health Scrutiny Committee.

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

The Chairman reported that work was ongoing in respect of the Care Act and support for those with learning difficulties. A discussion was held concerning the Code of Joint Working Arrangements which was noted by Members of the Health Scrutiny Committee.

The Head of Environmental Health referred to previous meetings of the Health Scrutiny Officers Group. The Group had not met for around 12 months and it was hoped that the meetings would be re-established.

RESOLVED:

That the Digest summarising the meeting held on 5 December, 2014, be noted.

33. Healthwatch Staffordshire – Update

Hester Parsons, Healthwatch reported that GP survey work would be undertaken with Telford, Shropshire and Stoke which would include mystery shoppers, surveys and talks with patients.

She reported that there had been a request made by the Royal University Hospital, Stoke to repeat their survey. The survey would be undertaken from 2 February, 2015 – 8 February, midnight. It was hoped that the survey would give an idea as to why people continued to use the A&E department. It appeared that this was a national problem.

34. Cannock Chase CCG Financial Recovery Plan

Prior to commencement of the presentation, copies of the Financial Recovery Plan were circulated to Members of the Committee.

The Chairman referred to the Financial Recovery Plan and explained that Members required further time to peruse the document. He asked that Members view the presentation, consider the document and then email questions which they may have.

Paul Simpson, Director of Finance was happy for any questions Members may have to be emailed to him. He then gave a presentation on the Financial Recovery Plan.

Paul Simpson provided information on the following:

- CCG Operational Priorities
- Long Term Financial Recovery Plan (LTFRP) – Introduction
- LTFRP – Purpose
- LTFRP – Process
- LTFRP – Impact
- LTFRP – Financial Implications
- Delivery of QIPP – Proposed Top Level PMO and Governance Architecture

A Member was keen to know in 2016-17 how additional savings would be met.

Paul Simpson referred to the detailed project initiation documents and also advised that he would need to provide further details, although work was currently in progress.

The Chairman raised concern with the public using the A&E departments as a consequence of not being able to book appointments with their GPs.

Paul Simpson commented that there was a need for the public to find the right service to use and identify where they should go for treatment.

Bob Kean, Head of Finance was keen to know who would make the decision on paying back the deficit, particularly with £11.2 million to be delivered.

Paul Simpson was unable to provide Members with information on who would make the decision on paying back the deficit. He reported however that the CCG had received an extra £800k before Christmas as part of their funding allocation; however there would be extra costs associated with procuring services from other hospitals and further costs on mental health care.

He reported that Cannock's financial position had improved and indicated that additional funding had been provided by the Government (resilience money) to help over the winter months.

The Chairman asked if the resilience money was allocated proportionately and fairly. He was advised that the allocation of the money would be passed direct to the hospitals.

Members of the Committee also discussed value for money and taxpayers contributions, and the possible reduction of services and how this would impact on patients. Members also questioned what would happen if targets were not met.

Paul Simpson brought Members attention to the proposals contained within the Simon Stevens Five Year Forward View and the success regime.

35. Revised Code of Joint Working Arrangements

Consideration was given to the Revised Code of Joint Working Arrangements (Item 4.1-4.12).

This was previously discussed and noted by Members of the Committee under Minute 32. Update on Staffordshire County Council's Healthy Staffordshire Select Committee.

36. Update of Provision of DFGs and Operation of the New Home Improvement Agency

Mike Walker, Environmental Protection Manager gave a presentation on the Disabled Facilities Grants Update. Information was provided on the following:

- Application received 2014-15 – 43
- Revival HIA September 2014-to date
- Grants completed
- Budget
- Referrals awaiting application and anticipated spend
- Cases "In the system"

In response to a question raised by a Member, Mike Walker explained that the low number of applications received could be as a result of some people meeting the cost of the installations themselves.

The Head of Environmental Health explained that if only minor works were required, the County Council may well undertake these and the Council would not be made aware of the works, this also included those applications that were refused.

It was reported that there were currently no referrals coming through Independent Futures. With regard to staffing, this appeared to be an issue as there were no occupational therapists for Cannock and only a half post occupational assistant in place.

The Head of Environmental Health reported that he hoped someone from Independent Futures would be available to attend a future Health Scrutiny Committee, although currently there was only an interim Manager in place. He advised that a discussion had been held with Angela Schulp, District Commissioning Lead, Staffordshire County Council to see how the situation could be best dealt with.

37. Work Programme Update

Steve Shilvock, Head of Environmental Health reported on the updated Work Programme for 2014/15.

- Next meeting on 24 February, 2015 - Joint meeting of the Health Scrutiny Committee and Health and Wellbeing Policy Development Committee to be updated on the end of life care
- 25 March, 2015 – invite to Royal Wolverhampton Hospitals Trust
- Royal Wolverhampton Hospitals NHS Trust Quality Accounts – asked for comments from the Health Scrutiny Committee on the Accounts. Currently awaiting the document.

CHAIRMAN

(The meeting concluded at 5.55 p.m.).

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
LICENSING AND PUBLIC PROTECTION COMMITTEE
TUESDAY 28 OCTOBER 2014 AT 10:00AM
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT:
Councillors

Grice (Chairman)

Anslow, C.	Hardman, B.
Bottomer, B.	Todd, Mrs. D.M.
Fisher, P.A.	

21. Apologies

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

22. 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.

23. Minutes

RESOLVED:

That the Minutes of the meetings held on 4 September, 2014, be approved as a correct record and signed.

24. Exclusion of the Public

RESOLVED:

That the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information as defined in paragraph 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 28 OCTOBER, 2014 AT 10:00AM
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 2

25. Hackney Carriage/Private Hire Driver

Consideration was given to the Not for Publication report of the Head of Environmental Health (Enclosure 5.1 – 5.30 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 Officer of the Licensing Authority, the Taxi Driver and the Taxi Driver's Legal Representative 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, to consider whether or not the Taxi Driver's spent convictions should be admitted as evidence to the Hearing.

The meeting then reconvened with all parties returning, and the Chairman announced the decision of the Committee:

RESOLVED:

That the spent convictions be admitted as evidence to the Hearing.

The Officer of the Licensing Authority then presented two witnesses in turn to the Committee. Each witness put forward their respective statements in relation to the case and was questioned by the Taxi Driver's Legal Representative and Members of the Committee. Upon completion of individual questioning the witnesses left the meeting.

The Taxi Driver and Members of the Committee were then afforded the opportunity to ask questions of the Officer of the Licensing Authority. No questions were asked.

The Taxi Driver's Legal Representative then presented the Driver's case to the Committee and circulated copies of character references received in support of the Driver.

Members of the Committee and the Officer of the Licensing Authority then put questions to the Taxi Driver.

The Officer of the Licensing Authority and the Taxi Driver's Legal Representative then summed up their respective cases to the Committee.

The Officer of the Licensing Authority, the Taxi Driver and the Taxi Driver's Legal Representative 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.

The meeting then reconvened with all parties returning, and the Chairman read out the decision of the Committee:

RESOLVED:

That, having regard to all the circumstances, relevant factors and representations made, the Taxi Driver's Hackney Carriage/Private Hire Driver's Licence be revoked.

Reasons for the Decision

After hearing the credible evidence and representations of the two witnesses, the Committee is satisfied that the Taxi Driver did behave inappropriately towards them on the evening of 13th May 2014, by being un-cooperative, obstructive, rude and abusive. On the balance of probabilities the Committee believes the evidence of the witnesses to be more persuasive than that of the Taxi Driver.

The Committee notes that the Taxi Driver's licence was suspended for a 10 week period earlier this year due to concerns about his conduct and driving acumen. This latest incident raises further doubt about his fitness and propriety.

In relation to the Taxi Driver's spent convictions, the Committee, whilst acknowledging they go back some time, considers they do have some relevance to the extent that they demonstrate he has a history of unacceptable behaviour which is still evident today.

The Committee has real concerns as to the Taxi Driver's general attitude and propensity to misbehave, and there is evidence which shows his continued inability to meet the reasonable standards of behaviour expected of licensed drivers.

For the above reasons the Committee is of the view that the Taxi Driver is not a fit and proper person to hold a Hackney Carriage/Private Hire Driver's Licence.

The meeting closed at 11:55am

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
AUDIT AND GOVERNANCE COMMITTEE
TUESDAY 18 NOVEMBER 2014 AT 4.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
PART 1

PRESENT:
Councillors

Ball, G.D. (Chairman)

Hardman, B. Molineux, G.N.
Johnson, J. Preece, J.

Also Present: Andrew Reid, Senior Manager – Grant Thornton (External Auditors)

20. Apologies

Apologies for absence were received from Councillors B. Bottomer (Vice-Chairman) and A. Dudson.

21. 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.

22. Minutes

RESOLVED:

That the Minutes of the meeting held on 23 September, 2014 be approved as a correct record and signed.

23. Annual Audit Letter 2013-14

Consideration was given to the Letter of the External Auditors (Item 4.1 – 4.8).

Andrew Reid took Members through the report, drawing attention to the following points:

- The Letter makes reference to Stafford Borough Council on Item No. 4.3 which should read Cannock Chase Council
- There were no significant issues identified, although the Council still faced considerable challenges in terms of Value for Money in the longer term.

- The recommendation concerning the detailed review of Section 106 balances was now complete, although the recommendation for a full review of the Fixed Asset Register was still on-going
- The area of outstanding work around housing benefit subsidy would be complete and certified by the set deadline.

In response to a question raised by a Member concerning assets, Andrew Reid indicated that although certain assets were shown on the balance sheet, they bared no impact on the accounts.

24. Treasury Management Mid-Year Report 2014-15

Consideration was given to the Report of the Head of Finance (Item 5.1 – 5.14).

Louise Cowen, Deputy Head of Finance provided some highlights of the report and referred to 2.2 and advised that the Committee were asked to note the changes to the credit methodology and not approve it.

As part of the economic update It was reported that the main ratings agencies had made changes in respect of the ratings “uplift”, which would mean that immediate changes would be required to the credit methodology.

There was a strong growth between quarters 1-3 and economic forecasters were expecting growth to peak in 2014; however a first increase was expected in the Bank Rate in Quarter 1 or 2 of 2015. Although, Capita Asset Services had indicated that the increase would not take place.

She referred to capital expenditure and it was noted that the Culture and Sport Portfolio had seen the biggest increase in 2014/15 to £3.265million from the original £1.232million estimate in 2014/15.

She advised the Committee that there had been no breaches in respect of debt and operational boundaries in the first 6 months.

RESOLVED:

- (A) That the actual 2014/15 prudential and treasury indicators contained within the report, be noted.
- (B) That the changes to the credit methodology whereby viability, financial strength and support ratings will not be considered as key criteria in the choice of creditworthy investment counterparts, be noted.

25. Internal Audit – Quarter 2 Report 2014-15

Consideration was given to the Report of the Chief Internal Auditor (Item 6.1 – 6.3 plus Appendix 1).

Stephen Baddeley, Chief Internal Auditor reported that ten audits had been completed to draft stage and a further 5 audits were in progress. This was slightly behind the planned completion of 4 audits; however there was no rise for concern.

It was reported that due to resources being unavailable within the Audit team, the Audit Plan for 2014-15 would not be complete before the end of the financial year. A revised Audit Plan would be made available to the Committee at the next meeting.

RESOLVED:

That the contents of the Internal Audit Report for Quarter 2 of 2014-15, be noted.

26. Strategic Risk Register – Quarter 2 Update

Consideration was given to the Report of the Head of Governance (Item 7.1 – 7.11).

June Hall, Risk and Resilience Manager updated the Committee on the progress during the second quarter and reported that at the end of September, 2014 4 risks had been identified as Medium (Amber).

RESOLVED:

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

27. Annual Governance Statement – Quarter 2 Update

Consideration was given to the Report of the Head of Governance (Item 8.1 – 8.9).

Judith Aupers, Head of Governance reported that of the 9 significant governance issues identified in the Annual Governance Statement, 4 had shown significant progress being made and were on target for completion.

RESOLVED:

That the contents of the progress report on the Annual Governance Statement for 2013-14, be noted.

28. Risk and Assurance Presentation

A presentation was given by the Head of Governance.

It was reported that:

- the approach to operational risk management had been revised
- the focus would be on key service risks and project risks

- a new risk matrix would be trialled;
- an Assurance Framework approach is being developed

The Assurance Framework would:

- Allow Internal Audit to rely on key assurances in their work
- Underpin the work for the Annual Governance Statement
- Provide a key source of information for the Audit Committee

The Head of Governance advised that this would take time to achieve.

(The meeting closed at 5:00 p.m.).

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
APPEALS AND COMPLAINTS PANEL
TUESDAY 24 FEBRUARY, 2015 AT 10:00 A.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
PART 1

PRESENT: Councillors

Anslow, C.
Bernard, J.D.
Freeman, Miss M.A.

1. Appointment of Chairman

Councillor Freeman was appointed Chairman for the meeting.

2. Apologies

Apologies for absence were received from Councillors Mrs Cartwright and Mrs Grice.

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

No declarations of interest were made.

4. 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 2 and 3, Part 1, Schedule 12A, Local Government Act 1972 (as amended).

CANNOCK CHASE COUNCIL

MINUTES OF THE MEETING OF THE

APPEALS AND COMPLAINTS PANEL

TUESDAY 24 FEBRUARY, 2015 AT 10:00 A.M.

IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 2

5. Appeal Against Refusal of Tenancy Succession

Consideration was given to the Not for Publication Report of the Head of Housing and Waste Management (Item 5.1 – 5.11 of the Official Minutes of the Council).

The Appellants were in attendance to present their case.

The Chairman invited all those present to introduce themselves and then outlined the procedure for the Hearing.

The Officer representing the Council presented the Council's case by taking the Panel through the report. The Appellant and Members of the Panel were then afforded the opportunity to ask questions of the Officer. No questions were asked by the Appellants.

The Appellants then presented their case to the Panel. The Officer representing the Council and Members of the Panel then put questions to the Appellant.

The Officer representing the Council and the Appellants were then given the opportunity to sum up their respective cases. No summation was provided by the Appellants.

The Panel then deliberated in private, calling on only the Council's Legal Advisor and Senior Committee Officer for advice.

All parties then returned to the meeting and the Chairman outlined the decision of the Panel as follows:-

RESOLVED:

It was the unanimous decision of the Panel to allow the Appeal to the extent that whilst the Appellants cannot in law succeed to the tenancy of the property concerned, the Panel felt they should be allowed to remain at the property and therefore they should be granted an Introductory Tenancy of the said property.

Reasons for Decision

The Panel carefully considered all relevant factors, issues and the representations made by the Appellants. It accepted that both the law and the Council's Succession Policy were very clear in that there had already been one previous succession to the

tenancy and thus a second succession was not permissible.

However the Panel was sympathetic to this particular case and of the specific needs of the family due to the Appellant's health issues. The property they currently occupy was suitable for their needs in that they qualify for Band 1 status and were eligible for a 2 bedroom bungalow in any event.

As the Appellants were unable to succeed to the secure tenancy, the only way they could lawfully remain in the property was for the Council to grant them an Introductory Tenancy.

The meeting closed at 10:33am

CHAIRMAN

CANNOCK CHASE COUNCIL

NOTES OF THE MEETING OF THE

CANNOCK COMMUNITY FORUM

TUESDAY 9 DECEMBER 2014 AT 7.00PM

AT THE CIVIC CENTRE, CANNOCK

PRESENT: District Councillors:

Kraujalis, J.T. (Chairman)
Alcott, G. (Vice-Chairman)

Allen, F.W.C.	Snape, P.A.
Davis, Mrs. M.A.	Toth, J.
Freeman, Miss M.	Witton, P.

Cannock Chase Council Officers:

Mr. S. Brown, Chief Executive
Mr. M. Walker, Environmental Protection Manager
Mrs. W. Rowe, Senior Committee Officer

Also Present

Chief Inspector Stephen Morrey, Cannock Chase Local Policing
Commander, Staffordshire Police
Local Residents (approximately 12)
Councillor G. Adamson
County Councillor Mrs. A. Spicer
County Councillor Mrs. D. Todd

24. Apologies

Apologies for absence were received from District Councillors Mrs. H. Sutton, C. Anslow, Mrs. C. Mitchell and County Councillor Mark Deaville.

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

There were no interests declared.

26. Notes

AGREED:

That the notes of the meeting held on 16 September, 2014 be agreed as a

correct record.

27. Questions for Staffordshire Police

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

There being no questions the Chief Inspector advised the Forum that there were 3 new recruits joining his Policing Team, all of which would be fully trained by January, 2015.

28. Questions for Cannock Chase Council – submitted in advance

(i) “Why aren’t the pathways for the public around the perimeter of the golf course being maintained?”(submitted by Mrs. Heaton)

As outlined on the agenda, Mike Edmonds, Head of Commissioning has spoken directly to Mrs. Heaton in order to clarify which particular pathways on the golf course she was referring to. It has been explained to Mrs. Heaton that not all pathways on the golf course are maintained but now the particular pathways in question have been identified it has been agreed that he will look into this matter and respond directly to her in due course.

The Chairman asked Mrs. Heaton if she had anything further to add. She advised that she was concerned about the pathway behind the gardens along the Old Penkrige Road (marked with a yellow line on the plan she had circulated). It was blocked by vegetation and the stream below the bridge could not be seen as it was so overgrown. This caused problems for walkers wishing to use these pathways. She advised that costs had been put forward as a reason for not maintaining it but suggested that if it was cut back during the summer months this would not be too costly.

The Chief Executive confirmed that the Head of Commissioning had agreed to look into the matter and provide Mrs. Heaton with a response.

Mrs. Christine Salmon, a local resident advised that none of the perimeters of the golf course were being maintained and suggested that the only part which was being maintained was the golf course itself. It was a public park and yet the public could not access it. She also made reference to the amount of litter which was still present and that the electrical substation was almost hidden by the overgrown vegetation.

A number of District Councillors also expressed their concern regarding the overgrown pathways surrounding the golf course and considered that something should be done. A local resident commented that the maintenance of the golf course had been contracted out and although the golf course was being maintained nothing else was. He considered that Council officers should ensure the contractor was doing what they were contracted to do.

The Chief Executive explained that he would advise the Head of Commissioning of the concern raised and ascertain the costs of maintaining the whole of the

perimeter of the golf course. Members would be advised of this in due course.

- (ii) **“Early morning on Tuesday 4 November 2014, spraying to control worm casts took place on the golf course, which is part of the public open space of Cannock park and is used extensively by the public.**

- 1. What is the Trade and Chemical name of the substance used?**
- 2. Why were there no warning signs posted at the entrances?**
- 3. What consideration has been given to the environmental consequences of using chemicals to suppress the activity of worms, which are an important part of the wildlife food chain?” (submitted by Mrs. C. Salmon)**

As outlined on the agenda, Mike Edmonds, Head of Commissioning has responded to Mrs. Salmon directly in advance of the Forum meeting answering the questions she has raised. An extract of the letter is outlined below:

“I write in response to the following questions which you have requested be included on the Agenda for the next Community Forum on 9th December 2014. However, as they are purely operational matters and relate solely to the recent spraying undertaken on the golf course to manage and control worm casts I have set out below my response in advance of the meeting and in the order raised.

As you are aware, this same exercise was carried out last year and at the Friends of Cannock Park Meeting held on 25th January 2013 the Council's Parks and Open Spaces Manager provided an explanation as to the impact the chemicals might have on particular worms. I enclose a copy of these minutes which were agreed as a true and accurate record at the following meeting held on 7th June 2013, for your information.

Reply to Question 1 - *The spraying of the golf course was undertaken by a contractor and the name of the chemical used is Caste Off. This is a systemic benzimidazole fungicide which has a wide application and is used on fruit, vegetables, cereals, ornamental garden plants, forestry as well as for worm cast suppression on turf. It is approved for outdoor amenity grassland use but is also used as fruit dips and seed treatments post harvest and pre-storage, to control rotting.*

Reply to Question 2 - *Signage was erected at the main entrance to the golf course and staff within the golf shop were also made aware before spraying commenced. However, on investigation it has been established that the signage did not include all of the relevant dates when the spraying was undertaken. In future the signs will advise when spraying is taking place but will not indicate a specific date, so as to avoid this problem again.*

Reply to Question 3 - *It is acknowledged that earthworms are beneficial to soil formation, aeration, drainage and organic matter breakdown but in the autumn through to the spring months the casts of the 2 to 3 species that feed on grass litter known as thatch cause a really big problem on golf course surfaces encouraging weed growth and making them muddy, bumpy, wet and uneven. If left untreated up to 60 -70 tonnes of casts could be deposited on the golf course*

surfaces. It is for this reason and following a request from the Council's golf course operator, Wigan Leisure and Culture Trust (WLCT) that the spraying was undertaken so that the problem could be suitably and appropriately managed, with minimal impact on the course and local environment.

As explained to you at the Friends meeting held on 25th January 2013 the chemicals only affect the 2-3 species of earthworms that come to the surface, leaving the worm species deeper under the surface to flourish in greater numbers".

Mrs. Salmon was invited to add any further comments. She explained that spraying also took place on 3, 4 and 5 October when signs were erected on the park entrances. However, when the spraying took place on 4 November there were no signs erected. She was made aware that the Golf shop had been advised that spraying was taking place but there were no signs erected at the park entrances. She considered that the signs should have been erected to warn the public who could then make an informed decision on whether to enter the park in the circumstances. With regard to the chemical being used she advised that, as from 1 December, 2014, it was banned by the EU for use on fruit and vegetables. Additionally the chemical should not be used near water and she was therefore concerned as there were water courses all over the golf course. She confirmed that she was awaiting a response from the Head of Commissioning regarding this matter.

Another local resident, Mrs. Hargreaves, expressed her concern regarding the spraying that had taken place on 4 November as she had entered the park with her three dogs before she realised that spraying was taking place. She also considered that the erection of signs was very important.

A District Councillor commented that when the County Council spray the bracken over Shoal Hill common notices are displayed and it is publicised on the Council's website. He considered that should there be any further spraying on the golf course in the future this same process should be followed.

The Chief Executive explained that there were strict regulations regarding the use of hazardous chemicals. He would seek assurance regarding the chemical that was used to ensure it was safe for use on amenity land. He agreed that in future the erection of signage was important.

The Chairman asked that the Head of Commissioning provide Members with feedback on the issues raised.

- (iii) ***Last year members of the local ex-servicemen's groups asked that consideration be given to find a system whereby the wreaths and other tributes could be maintained on the memorial for as long as possible and hopefully all year. While I am not part of these groups I wish to make the following comments:-***

I have noted the small modification to the memorial and have seen the majority of wreaths and tributes survive throughout the year. I would therefore like to thank the officer concerned for his efforts in this matter and hope that he will in due course extend my appreciation to his staff, in

particular the town centre cleansing staff who look after this area.

(submitted by Mr. A. Haywood, a local resident)

As outlined on the agenda, the Council's Corporate Director, Mr. Tony McGovern provided the following statement in response to Mr. Haywood's comments:-

"Thank you for the positive feedback about the Council's street cleansing operatives.

In agreement with Royal British Legion, the Council's practice over many years has been to collect the wreaths by the middle of January every year following the Remembrance services of the previous November. It is correct that a local branch group did ask whether wreaths and other tributes could be maintained on the Cannock memorial all year round. The Council agreed to explore this request and whilst this was being explored, to leave wreaths on the Cannock memorial for longer during 2014. However, in this process, it became clear that the advice of the Staffordshire Royal British Legion to the Council (who have the legal responsibility for war memorials) is that removal of the wreaths in mid- January every year is the appropriate timing. The Council will therefore follow this policy across all war memorials in the District, as it has done for many years. Should the Royal British Legion at national or County level provide different advice in the future, the Council will consider this very carefully".

Mr. Haywood was asked if he wished to comment further. He explained that he wished his thanks to the officer concerned be noted and he had not expected a response. Although he did not believe that the officer who had responded had any intention of upsetting him or making him feel inferior he considered the response was somewhat condescending.

The Chief Executive advised that he would report these comments back to the Corporate Director.

- (iv) ***"We walk our dog on a lead and clean up after him on the land behind the old "Moon Under the Water", Huntington Terrace Road and on Hednesford Park.***

In both situations more and more people have their dogs loose which can lead to aggression together with lack of control where their dogs foul; leading to lack of cleaning up by owners. Can more be done with signing and enforcement of rules to prevent this happening, as it can be particularly dangerous to children?"

Mike Walker, Environmental Protection Manager was present at the meeting, in addition he had provided the following response which was included on the agenda:-

"At present the Dog Control Order made by the Council in 2009 to control dogs off leads only applies where the dog is off lead within 3 metres of a highway. In considering this Order the Council was obliged to be mindful of the dog owning communities desire to exercise their dogs off lead and determined not to restrict this activity in parks. Hence the Order does not require owners to keep their

dog(s) on a lead in Parks and other Open land away from the highway.

It is acknowledged that some dogs will be aggressive towards other animals and people. In the latter case when a dog is dangerously out of control in a public place and there is a fear that it will bite a person, or actually does bite a person it would be a matter for the police to investigate. Dog-on-dog attacks may be addressed by new powers introduced in October. Action can be taken against the dog's owner where the lack of control of its aggressive behaviour is detrimental to the quality of life of the local community, is persistent or continuous and is unreasonable. Action may be taken by the Police or the Council who must initially issue appropriate warning to the owner before issuing a Community Protection Order. Failure to comply could lead to a Fixed Penalty Notice or prosecution. It should be appreciated that in determining the appropriate action each case would be considered on its own merits.

In terms of fouling the second of the Council's Dog Control Orders requires dog owners to pick up dog waste left by their dog(s). Sadly, some dog owners continue to ignore this requirement. Enforcement officers routinely conduct covert patrol of parks and other areas of the district in an effort to identify those responsible for dog fouling and littering. In addition high visibility patrols are also carried out where officers engage with dog owners offering advice on responsible dog ownership and providing promotional material such as leaflets and dog poo bags. Furthermore, officers also put up signs in areas where reports of fouling occur and at the public's request. These may be either fixed to lamp standards, sprayed on the pavement or a banner sign fastened to railings outside parks or schools.

Unfortunately however there are a limited number of officers and much of this antisocial behaviour occurs when the officers are not in the area. In this respect, if members of the public have specific information regarding a particular problem dog or dog owner and are willing to provide evidence in the form of a statement, enforcement officers will be able to pursue the matter with the owner concerned. This may include the issue of warnings, Fixed Penalty Notices and ultimately prosecution in cases where the evidence is sufficient and other options have been unsuccessful in achieving the desired change in behaviour. "

The Chairman invited Mr. Grainger to make any further comments. He sought confirmation regarding whether there were any warning signs about dog fouling/offences at the park entrances.

The Environmental Protection Manager advised that there was a banner in Hednesford Park which moved around periodically. Additionally, self adhesive signs were erected on lampposts and the pavements were sometimes sprayed with paint stating "No Dog Fouling" (this was weather dependant). A number of Enforcement Officers patrol the hotspot areas in the District to engage with dog owners and, if they see an individual allow their dog to foul, a Fixed Penalty Notice was issued. However, once the dog walking community are aware that an Enforcement Officer is in the vicinity they will then clean up after their dog has fouled. With regard to incidents that take place outside of normal office hours the Council were reliant upon the public reporting any incidents giving an indication of the time it occurs or the address of the individual concerned so that Officers could catch them doing it. He agreed that more signage could be

erected at hotspot locations if this was considered necessary. He welcomed any information from the public about dog owners who allow their dogs to foul. If these individuals were caught and issued with a Fixed Penalty Notice word would go around. A statement would be asked for which would be used as a fallback position should it be took to prosecution. However, the majority of Fixed Penalty Notices issued were paid and did not go to prosecution. He confirmed that the FPN was £75 and this may deter some dog owners. A second offence would go to prosecution.

The Leader of the Council made reference to the minority of selfish dog owners who either allow their dogs to foul or run free. He considered that signage may help; however, some owners would continue to take no notice. A District Councillor stated that she had raised concern regarding dog fouling and dogs not being on a lead in Cannock Park. This was being monitored in conjunction with the park keepers.

The Environmental Protection Manager confirmed that any complaints should be referred to the Contact Centre (via the Council's main telephone line) or alternatively by email to environmentalhealth@cannockchasedc.gov.uk

Mr. Grainger commented on the extent of control dog owners had when their dogs were running loose off the lead. Mr. Walker advised that if a dog was dangerously out of control or there was a fear of being bitten this was an offence under the Dangerous Dogs Act and would be dealt with by the Police. He also made reference to Community Protection Notices which were issued by the Police and Environmental Health Officers – these address things like dog on dog attacks. A CPN can be used when the authority is satisfied that the conduct of an individual or organisation is having a detrimental effect on the quality of life of those in the locality; is persistent/continuing and is unreasonable. Chief Inspector Morrey advised that CPN's were not widely used; the ASB route was more commonly used.

The Chief Inspector advised that he would liaise with the Environmental Protection Manager after the meeting to discuss a co-ordinated response.

- (v) ***“Is there any consideration for the provision of Athletics in the new stadium layout considering the recent success in the Olympic Games and European (Commonwealth?) in Glasgow”***

(submitted by B. Grainger, a local resident)

Mike Edmonds, Head of Commissioning had provided the following response which was included on the agenda:-

“The Council has undertaken a rigorous process in order to determine the mix of facilities to be included in the proposed community sport and recreation hub at the former stadium site. This has included consultation with local residents, key stakeholders and National Sporting Governing bodies in order to identify the type of possible facilities to be included on the site. This work has been underpinned by a detailed feasibility study which looked at the majority of sports including athletics before the proposed mix of facilities to be included was determined.

The results of which do not include for the re-provision of an athletics track on the site but do cater for a number of individual athletic activities such as running (jogging) and cycling within the new facilities to be provided”.

Mr. Grainger added that he considered that there was a lack of athletics provision in the District and there were no facilities for interschool sports within the District. A District Councillor agreed with Mr. Grainger but reminded the Forum that it was not the Labour party who decided to close the Athletics track and Stadium. Despite protests it was the opposition who closed it. However, the new facilities to be provided at the former stadium site would be available for young people to use and would be improved over time. He added that, if money became available, there may be an opportunity to provide a track in the future.

Another District Councillor agreed with Councillor Alcott in that the Stadium should not have been knocked down but commented that it was badly run and costing too much money. He welcomed the new proposals.

A District Councillor commented that Athletics clubs had been consulted and a track was not high priority for them. In addition it would be very costly to reinstate an athletics track.

In response to a question the Leader confirmed that there was no space on the site to accommodate an athletics track. The Chairman added that should money become available it could be considered but it should be noted that it was not classed as a high priority from the consultation.

29. Questions for Staffordshire County Council Highways – submitted in advance

“What plans are in place to repair the potholes on roads within the District?”

(submitted by Councillor G. Alcott)

Mark Keeling, the Community Infrastructure Liaison Manager, Staffordshire County Council provided the following information which was included on the agenda:-

“In terms of the general condition of the footways and carriageways in the area, the County Council’s Asset Management Plan develops carriageway and footway lifecycle plans to optimise the use of available funding.

For those sites that have not yet been prioritized for renewal through the Asset Management Plan the County Council operates a risk management approach to reactive repairs which include a regular inspection regime.

This basically means various potholes are actioned dependant on the category (risk) with each hazard being rated on size, depth, location and status of the route.

When there are a number of higher categories’ then temporary repairs may be required in order to “make safe” until such time a permanent repair takes place.

In addition to the reactive work we have ongoing programmes of highway maintenance which include re-surfacing and preventive maintenance on both footways and carriageways, it is intended that these programmes of work will be available to view via the website in the near future.

If anyone has any specific concerns in regards the highway network then please contact the County Council on 0300 111 8000 or via e-mail: highways@staffordshire.gov.uk. “

Councillor Alcott explained that over the last few months the process to report repairs/defects in respect of Highways had changed. He was receiving complaints from members of the public and Councillors that issues reported via the free phone number were not being dealt with within the permitted timescale and they had to report the repair/defect more than once.

He had requested that the Community Infrastructure and Liaison Manager attend the Forum but the invitation was declined. He had therefore contacted County Councillor Mark Deaville, the Cabinet Support Member for Highways and Transport and he had agreed to visit the District along with the Head of Highways to look at any specific highways concerns. He asked that anyone with any concerns in relation to highways matters to contact him so he could add it to the list of issues and he would then raise them when the visit takes place.

The Chairman thanked Councillor Alcott for his efforts in this regard and hoped that some of the highways issues would be resolved.

The Leader of the Council raised his concerns regarding the condition of the roads and footpaths and advised that the County had cut back their maintenance budget. He commented that a new contractor “AMEY” had been appointed in October. A new reference number was being issued when a repair/defect was reported and this had led to delays in responding. The County Council seemed unaware that there were problems and he considered the County was too big and too remote.

Concern was raised that a Highways Officer had not attended a recent Forum meeting. The Chairman commented that it would be useful for a Highways officer to attend a future Forum meeting.

The Forum noted that a number of roads and footpaths throughout the District were in need of repair and considered that the lack money was the issue. A District Councillor sought information on how much of the money allocated to the County for highway repairs was spent in the CCDC area compared to other areas in the County. The Chairman advised that the Highways Officer would be invited to attend the next Forum meeting and asked to provide this information.

30. Questions for Staffordshire Fire and Rescue Services

No questions have been submitted in advance of the meeting.

31. Resident Champions

It was reported that the Resident Champions volunteers were unable to attend the Forum due to illness. However, they had requested to attend the Forum on 9 March, 2015.

32. Royal Wolverhampton NHS Trust - Update

Sultan Mahmud, Integration Programme Director, Royal Wolverhampton NHS Trust provided 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 – with The Royal Wolverhampton NHS Trust (RWT), taking full management responsibility for the delivery of inpatient and outpatient services on the site.

The Royal Wolverhampton NHS Trust now manages the inpatient wards and provides all of the Orthopaedic, Rheumatology, Ophthalmology, Dermatology and Elderly Care services at the hospital. The Consultants attending outpatient clinics are largely unchanged with additional sessions being provided by our Gastroenterology Team.

Good working relationships with the Cannock Chase Hospital staff have developed well with Induction plans provided to support their introduction into our organisation and we have ensured a senior presence is available on site at Cannock to answer questions and resolve any issues quickly.

Initial informal feedback from patients and visitors has been positive.

Our immediate plans:

- *Work is underway to build a dedicated Endoscopy Suite – doubling our capacity to undertake these procedures at Cannock. Expected completion date: March 2015*
- *We are looking to bring all of the elements of the Rheumatology service into a single location at the hospital which will allow us to increase the number of ward beds that we can provide, therefore, increasing the number of operations we can undertake. Expected start date for Rheumatology: January 2015*
- *January 2015 will see the reopening of 16 beds on the Orthopaedic Ward, increasing the number of Orthopaedic operations. Surgeons from both New Cross Hospital and Cannock Hospital will undertake elective/planned cases*
- *With the changes proposed for Maternity Services at County Hospital Stafford, we will begin to provide all Midwife and Consultant Obstetric clinics at Cannock Hospital and for Cannock GP's from mid-January 2015.*

- *We are now working closely with GP's in Cannock to process all of their blood samples from the local surgeries, as well as those samples taken at Cannock Hospital*
- *We are working with Cannock Chase District Council to increase access to car parking for patients, visitors and staff*

The Royal Wolverhampton NHS Trust is fully committed to ensuring that Cannock Chase Hospital has a robust and viable long term future.

It is our aim to further develop the site as a centre of excellence for elective Orthopaedics and Rheumatology and establish it as a significant elective care centre, offering improved access / waiting times and guaranteed admissions for Cannock residents and those in the surrounding areas.

Our plans for the physical development of the site and the increase in capacity are well underway and we will be providing regular updates to patients and residents on our progress and timescales”.

It was noted that Mr. Mahmud had attended the recent Hednesford Forum and he gave an indication that he would attend the other Forums in due course.

A District Councillor advised that she was hopeful that there would be evidence available for the next Forum meeting in March that things were starting to improve at Cannock Hospital. It was confirmed that the bus service being provided by Arriva was up and running.

The Leader of the Council advised that residents living in the WS11, WS12 and WS15 postcodes would transfer to the New Cross hospital unless they opted to go elsewhere. He noted that there had been many problems over the recent months due to Stafford Hospital's poor reputation and the proposed reduction in the opening hours of the Minor Injuries Unit; however, he was pleased that Cannock hospital was to remain open.

33. Agenda Items 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 as follows:-

- Tuesday 3 March, 2015 at 7.00pm in the Council Chamber

The meeting closed at 8.15pm.

CHAIRMAN

CANNOCK CHASE COUNCIL
NOTES OF THE MEETING OF THE
HEATH HAYES, NORTON CANES AND RAWNSLEY COMMUNITY FORUM
MONDAY 1 DECEMBER, 2014 AT 7.00 P.M.
NORTON CANES HIGH SCHOOL, BURNTWOOD ROAD, NORTON CANES

PRESENT: Councillors

Bernard, J.D. (Chairman)

Bernard, Mrs. A.F. Preece, J.
Holder, M.J. Todd, Mrs. D.

Other Councillors Present: Toth, J.
Adamson, G.

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

Also present: Members of the Public – approximately 5
 Inspector P. Cooke, Staffordshire Police

24. Apologies

Apologies for absence were received from Councillors M.S. Buttery (Vice-Chairman), A. Dean, B. Hardman, Mrs. A. Spicer and County Councillor Mrs. C. Mitchell.

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

There were no interests declared.

26. Notes

A local District Councillor referred to the Highways issues raised at the last meeting and in particular the area outside the Express and Star. He advised that the area had been inspected and was the responsibility of Severn Trent; however no work was carried out.

With regard to Highways issues, a local District Councillor separately reported that he had been contacted by a local resident concerning the increase in traffic and HGVs on the Cannock Road, Heath Hayes. It was proposed that some highways works would start in the near future on the Five-Ways island and this had led to concern with the potential increase in traffic.

A local District Councillor referred to this issue and advised the Forum that realignment of the road was carried out in the past, however due to an increase in traffic the condition of the road over time had deteriorated.

A member of the public reported that the section of road near Gold's Car Hire and Van Hire on the Cannock Road, Heath Hayes had a number of dips in the road. It appeared the problem was getting worse with HGVs travelling on the road and concern was expressed that an accident could happen if the problem was not rectified.

A local District Councillor referred to the Mid Staffordshire NHS Trust update and reported that a meeting had taken place with Members of the Council and David Loughton, Chief Executive of the Royal Wolverhampton Hospitals NHS Trust. When asked why there had been no consultation carried out in the District, Mr. Loughton advised Members that the Trust Special Administrators process was already being carried out and the public through the consultation had not expressed concerns with transferring.

A local District Councillor in response to a question advised the Forum that there was not an elected Member on the Trust Board, however the Council's Corporate Director, Mr. T. McGovern advised the Forum that Councillors had no automatic right of nomination to the NHS Trust. He advised that Non Executive vacancies would be advertised and an application process would apply.

The Notes of the meeting held on 8 September, 2014 were agreed as a correct record.

27. Question(s) for Staffordshire Police

Inspector P. Cooke, Staffordshire Police was in attendance to answer questions from members of the public.

A number of local residents highlighted problems in their local area with drug dealing, particularly outside of people's homes. An issue was raised and it was reported that a property occupied by an offender had been boarded up 2 weeks ago; however the offender had now gained access to the adjoining property.

Inspector Cooke advised that the offender should not be in the area due to an injunction being served and indicated that the Police now had new anti social behaviour powers and other legislation which could be used in these instances.

The local residents were advised to contact the landlord of the property in question and to keep pursuing the Police in order for the problem to be resolved.

A local District Councillor was concerned with the situation and the length of time it was taking for it to be dealt with.

Inspector Cooke explained that this issue should have been addressed some time ago and was not aware that the situation was still the same. He advised the Forum that resources were limited and certain areas had a high demand for policing.

Inspector Cooke referred to recent thefts from sheds in Cannock that had been taking place and advised that a number of offenders had been arrested over the past few weeks. He indicated that policing would continue in this area.

A local District Councillor on behalf of a resident asked if someone could still use a scooter if they had been banned from driving.

Inspector Cooke advised that if the scooter/moped was designed for the road then a licence would be needed, although it depended on the type of scooter.

28. Staffordshire Fire and Rescue Services

It was reported that there were no questions received.

29. Mid Staffordshire NHS Foundation Trust

The following statement was received from Sultan Mahmud, Integration Programme Director, 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 – with The Royal Wolverhampton NHS Trust (RWT), taking full management responsibility for the delivery of inpatient and outpatient services on the site.

The Royal Wolverhampton NHS Trust now manages the inpatient wards and provides all of the Orthopaedic, Rheumatology, Ophthalmology, Dermatology and Elderly Care services at the hospital. The Consultants attending outpatient clinics are largely unchanged with additional sessions being provided by our Gastroenterology Team.

Good working relationships with the Cannock Chase Hospital staff have developed well with Induction plans provided to support their introduction into our organisation and we have ensured a senior presence is available on site at Cannock to answer questions and resolve any issues quickly.

Initial informal feedback from patients and visitors has been positive.

Our immediate plans:

- *Work is underway to build a dedicated Endoscopy Suite – doubling our capacity to undertake these procedures at Cannock. Expected completion date: March 2015*
- *We are looking to bring all of the elements of the Rheumatology service into a single location at the hospital which will allow us to increase the number of ward beds that we can provide, therefore, increasing the number of operations we can undertake.*
- *Expected start date for Rheumatology: January 2015*
- *January 2015 will see the reopening of 16 beds on the Orthopaedic Ward, increasing the number of Orthopaedic operations. Surgeons from both New Cross Hospital and Cannock Hospital will undertake elective/planned cases*
- *With the changes proposed for Maternity Services at County Hospital Stafford, we will begin to provide all Midwife and Consultant Obstetric clinics at Cannock Hospital and for Cannock GP's from mid-January 2015.*
- *We are now working closely with GP's in Cannock to process all of their blood samples from the local surgeries, as well as those samples taken at Cannock Hospital*
- *We are working with Cannock Chase District Council to increase access to car parking for patients, visitors and staff*

The Royal Wolverhampton NHS Trust is fully committed to ensuring that Cannock Chase Hospital has a robust and viable long term future.

It is our aim to further develop the site as a centre of excellence for elective Orthopaedics and Rheumatology and establish it as a significant elective care centre, offering improved access / waiting times and guaranteed admissions for Cannock residents and those in the surrounding areas.

Our plans for the physical development of the site and the increase in capacity are well underway and we will be providing regular updates to patients and residents on our progress and timescales”.

A local District Councillor advised the Forum that the transfer of Cannock Chase Hospital to the Royal Wolverhampton NHS Trust had taken place and residents would receive notification of this in writing. He explained that work would continue at Cannock Chase Hospital into the new year and the future was looking more certain, however it was important that communication continued.

A local District Councillor was pleased that information had been provided for the meeting and asked if representatives from the Trust would be attending future meetings of the Forums, as there were many questions which needed to be answered surrounding emergencies and pathway for

treatment.

The Council's Corporate Director reported that patient pathways were commissioned by the CCG including the emergency/urgent care pathway.

A local District Councillor requested that a representative from the CCG be invited to attend the next meeting to answer any questions and deal with any issues raised at the Forum, and in particular to ask what will be put in place to address the shortage of GPs as and when GPs start to retire.

30. Additional Items raised by Members of the Public

The Chairman agreed at this point to allow members of the public to raise additional items.

Brunswick Road, Traffic Issues

A member of the public reported on the problems being experienced with traffic on the Brunswick Road, Cannock and asked if land owned by the Council on the opposite side to Cannock Hospital could be used to widen the road.

It was reported that a meeting had recently taken place with Mr. Loughton, Chief Executive of the Royal Wolverhampton Hospitals NHS Trust to discuss this issue and try to solve the parking problems. It was noted that the idea of a multi-storey car park had been discussed, however there were no plans for this to happen.

Cemetery – Bleakhouse Colliery Site

A member of the public was keen to know further details regarding the possibility of a cemetery on the Bleakhouse Colliery site, and also asked about tree cutting on the opposite side of the road.

The Council's Corporate Director reported that negotiations were in progress to purchase the 47 acre site and a planning application was submitted for a change of use to a cemetery. He advised that if the planning application was successful, the site would be purchased and work would commence over the next few years for a burial site for the District.

He referred to the area of land where tree cutting was taking place and advised that the land was privately owned and trees had been cut by the owner but this was unrelated to the proposed site of the cemetery which was nearby.

The Corporate Director also reported that a site had been identified within the boundaries of South Staffordshire Council and a private company had secured an interest in the site and was currently in the planning process

for the erection of a crematorium.

31. Forward Agenda for Future Meetings

The Chairman reported that the next Forum was scheduled for Tuesday 10 March, 2015 and questions from members of the public should be submitted on the forms supplied.

32. Dates of Future Meetings

The date of the next meeting is Tuesday 10 March, 2015 (venue to be confirmed).

CHAIRMAN

(The meeting concluded at 8.10 p.m.)

CANNOCK CHASE COUNCIL
NOTES OF THE MEETING OF THE
HEDNESFORD COMMUNITY FORUM
TUESDAY 2 DECEMBER 2014 AT 7.00 P.M.

HELD AT THE AQUARIUS, VICTORIA STREET, HEDNESFORD

PRESENT:

District Councillors:

Adamson, G. (Chairman)

Ball, G.D. Grice, Mrs. D.
Gamble, B. Todd, R.

Other District
Councillors:

- Mrs. A. Spicer (Heath Hayes East & Wimblebury)
- Mrs. D. Todd (Heath Hayes East & Wimblebury)
- J. Toth (Cannock East)

District
Officers:

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

Also present:

- Local Residents x2
- Chief Inspector S. Morrey, Cannock Local Policing Team Commander, Staffordshire Police
- S. Mahmud, Integration Programme Director, Royal Wolverhampton NHS Trust
- M. Allsopp, The Aquarius

1. Apologies

Apologies were received from Councillor A. Pearson (Vice-Chairman) and Staffordshire County Councillor Mrs. C. Mitchell (Hednesford Division).

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 17 September 2014 were agreed as a correct record and signed.

4. Questions for Staffordshire Police

No questions had been submitted in advance of the meeting, however Chief Inspector Morrey from the Cannock Local Policing Team was in attendance to take questions from the floor.

Cllr. Grice raised there had been a number of accidents/near misses involving vehicles using the Pye Green Road/Brindley Road and Broadhurst Green junction, and queried if a traffic island or set of traffic lights could be installed to help alleviate this issue.

Chief Inspector Morrey replied that he would look at what incidents had been reported from the junction and liaise with County Council Highways to determine whether any improvements could be made.

Cllr. Ball raised concern about a lack of visible police presence in and around Hednesford.

Chief Inspector Morrey replied he only had finite resources available, however two new police officers were in the process of being recruited to Cannock station. Officers were sent out to target and patrol known hotspots and would also spend time meeting with and talking to people to understand their concerns.

Cllr. Gamble queried if the Tesco car park area was still considered a hotspot?

Chief Inspector Morrey replied that issues related to this area had died down, which was partly due to security staff at Tesco taking a more proactive approach in dealing with problems when they occurred.

5. Questions for Staffordshire Fire and Rescue Services

No questions were submitted in advance of the meeting.

6. Questions for Staffordshire County Council Highways Department

6a. Mrs C. Ballett – Local Resident

“How come the council can find money to put red tarmac on a road surface that already has white lines on it, a surface that traffic is not allowed to venture on to. Why do this when you cannot find the money to mend holes in the roads. There is one on the other side of the traffic lights as you turn left out of Rawnsley Road. The tarmac around the drain has all broken out. Lots of drains are so low into the road they are as deep as potholes. You can see cars waving over the road to try and avoid them.”

Mark Keeling, Community Infrastructure Liaison Manager, Staffordshire County

Council, provided the following response in advance of the meeting:

“Staffordshire County Council no longer provides coloured surfacing within hatching, bus stops etc however I understand the works undertaken recently may have been part of a section 106 agreement following the Tesco development. I understand some works have been undertaken in this area recently however at no cost to the Authority.

We are aware of the gully on the corner of Rawnsley Road however if there are further issues these can be reported directly to the contact centre on 0300 111 8000 or highways@staffordshire.gov.uk.”

6b. Mrs C. Ballett – Local Resident

“Three months ago or thereabouts the council tarred and stoned Rawnsley Road. The road has been swept many times but the sweeper manages to scatter the stones onto footpaths and drives which are never swept. My drive slopes down from the road so any stones just keep rolling down and it is very difficult to sweep the stones uphill. I am still having trouble with them on my drive, in my garage, under the garage hall and in my hall.”

Mark Keeling, Community Infrastructure Liaison Manager, Staffordshire County Council, provided the following response in advance of the meeting:

“Staffordshire County Council did undertake surface dressing treatment on Rawnsley Road earlier this year. The Surface Dressing programme 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 course. Inevitably, despite concerted sweeping operations, the process may lead to loose chippings immediately after the application which may affect some footways and driveways. I apologise if there have been excessive chippings in this case.”

Concerns were raised by residents affected that although the work to re-tarmac Rawnsley Road had been undertaken quickly and caused minimal disruption to residents, the work was of poor quality, as stones were still being blown on the pathways and residents' driveways by the road sweepers.

The Corporate Director advised that he would speak directly to Mark Keeling about this issue, as this was the first piece of re-surfacing work undertaken since the County Council contracted out maintenance of its highways infrastructure to Amey. The Chairman also advised that it would be necessary for officers from County Highways to go and inspect properly the work carried out.

7. Questions for Cannock Chase District Council

7a. Councillor G. Ball – Update on Hednesford Town Centre

Tony McGovern, Corporate Director, read out the following update provided by the Planning & Economic Development Services Manager:

“Whilst the Hednesford Town Centre Regeneration Programme is effectively complete, officers are still dealing with a small number of residual issues. An update on these issues can be found below:-

- An empty unit has been created on the Victoria Shopping Park as a result of the closure of Phones 4 U. However, there is healthy interest in the unit and a letting during the early part of 2015 is anticipated.*
- St Modwen has just completed the sale of the Victoria Shopping Park to an investment company (Aviva) who will take on responsibility for its long term management.*
- Two lettings have just been achieved in the smaller refurbished units at the top of Market Street; one to a key cutter and one to a recruitment company. However, three units remain unoccupied.*
- The Council have recently added markings to the road surface in the Rugeley Road car park to help distinguish the two separate sections and reduce any confusion regarding the length of stay allowed. The Cannock Chase Council section is clearly marked ‘CCDC’ and the Aldi section is marked ‘ALDI’.”*

Cllr. R. Todd raised that whilst the overall regeneration project had been positive for the town, a pedestrian crossing was required for people going to/from Anglesey Street and Market Street to the Victoria shopping park, as trying to cross the road at present was dangerous.

Cllr. Gamble then raised that the zebra crossing located part way along Victoria Street was also dangerous as it gave limited visibility of oncoming traffic due to being sited on a bend in the road.

Cllr. D. Todd advised that the Planning & Economic Development Services Manager had been made aware of the above issues, as had Mark Keeling, who would conduct a safety audit of the roads if necessary.

Cllr. Ball queried if an update was available regarding the land situated between the car park and platform at Hednesford train station.

The Corporate Director replied that maintenance of this land was not the responsibility of the District Council, but understood that Hednesford Town Council (HTC) was interested in purchasing the land from Network Rail/London Midland so would seek an update from HTC.

Councillor G. Ball – Update on Hednesford Park

7b.

Tony McGovern, Corporate Director, provided the following update on behalf of the Parks & Open Spaces Manager:

- ‘Horticon Ltd’ (Council contractor) had commenced work in the park;*
- Hard works for the path network were being developed, with foundations due to be laid first, and then a gap into next year when tarmac laying will commence;*
- The Rugeley Road entrance to the car park will be widening to make access easier;*

- *Gravel path leading up to the war memorial will be re-laid in 2015 with an 'resin anti-slip' surface;*
- *Play areas to be developed and installed by a company called 'Proludic', who specialise in provision of playground equipment;*
- *Procurement process for provision of a skate park was still underway although a shortlist of three companies had been put together. Consultation will also need to be undertaken on the specific features to be included;*
- *Drawings for potential changes to the pavilion building were being finalised, with a procurement process due to commence in 2015;*
- *Installation of CCTV within the park was being planned, with site visits due to be take place shortly to decide on the best locations;*
- *The Council was still in discussion with Severn Trent Water about how best to resolve the flooding/drainage problems which had been occurring near the mature trees on the Rugeley Road side of the park. A quick resolution to this problem was needed as path replacement works on that side of the park could not commence until it was fixed;*
- *A tree planting ceremony took place on 29 November 2014 in honour of the Queen's Diamond Jubilee and the Staffordshire Regimental Association;*
- *A specific section had been set up on the Council's website to provide further details and progress updates about the park project.*

Cllr. Grice commented that car parking problems were occurring by the on days when football matches were played as the car park was closed, meaning cars were having to park on the pavement, thus causing obstructions for pedestrians.

Cllr. Grice then queried whether the funding for the park project had to be spent within a specified timescale.

The Corporate Director replied that the total monies granted by the Heritage Lottery Fund (HLF) had to be spent within five years of receipt, however in order to keep receiving the funding, the Council had to submit regular monitoring/update reports to the HLF about the project's progress.

Cllr. Grice then further queried whether one of the planned CCTV cameras could be sited to face the war memorial.

The Corporate Director replied that the plan was to locate the CCTV to face towards the pavilion and new play areas. The trees which ran alongside the war memorial would block the view of any CCTV installed unless thinned or removed, which was not a desired option. Additionally, there did not tend to be many incidents occur at the war memorial.

Chief Inspector Morrey advised that some sporadic incidents had occurred previously, but were dealt with as necessary.

Cllr. Toth queried how consultation on the proposed skate park was going to be conducted given the target group involved, and what would happen to replace the newly planted trees if they were to be damaged or vandalised.

The Corporate Director replied that in respect of the skate park, all the shortlisted

companies were specialists in designing and install skate parks across the country, so as part of being awarded the contract, the company chosen would carry out the consultation and final designs agreed based on the feedback received. In respect of the newly planted trees, it was hoped they won't get damaged because of what they represent, but if that were to happen, then the Council would work with the relevant sponsors to rectify it.

A local resident queried if there were any plans in place to install an outdoor gym in the park as part of the project.

The Corporate Director replied that he would have to check this and report back, but under the terms of the HLF scheme it would not be possible as the HLF did not provide funding for provision of sporting equipment/facilities – for example, installation of the new tennis courts was secured via separate funding. An outdoor gym was however planned to be included in the Cannock Stadium Site redevelopment which was due to commence in 2015.

8. Royal Wolverhampton NHS Trust (RWT) - Update

Sultan Mahmud, Integration Programme Director for the RWT was in attendance at the meeting, but also provided the following written update in advance:

“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 – with The Royal Wolverhampton NHS Trust (RWT), taking full management responsibility for the delivery of inpatient and outpatient services on the site.

The Royal Wolverhampton NHS Trust now manages the inpatient wards and provides all of the Orthopaedic, Rheumatology, Ophthalmology, Dermatology and Elderly Care services at the hospital. The Consultants attending outpatient clinics are largely unchanged with additional sessions being provided by our Gastroenterology Team.

Good working relationships with the Cannock Chase Hospital staff have developed well with Induction plans provided to support their introduction into our organisation and we have ensured a senior presence is available on site at Cannock to answer questions and resolve any issues quickly.

Initial informal feedback from patients and visitors has been positive.

Our immediate plans:

- *Work is underway to build a dedicated Endoscopy Suite – doubling our capacity to undertake these procedures at Cannock. Expected completion date: March 2015;*
- *We are looking to bring all of the elements of the Rheumatology service into a single location at the hospital which will allow us to increase the number of ward beds that we can provide, therefore, increasing the number of operations we can undertake. Expected start date for Rheumatology: January 2015;*

- *January 2015 will see the reopening of 16 beds on the Orthopaedic Ward, increasing the number of Orthopaedic operations. Surgeons from both New Cross Hospital and Cannock Hospital will undertake elective/planned cases;*
- *With the changes proposed for Maternity Services at County Hospital Stafford, we will begin to provide all Midwife and Consultant Obstetric clinics at Cannock Hospital and for Cannock GP's from mid-January 2015;*
- *We are now working closely with GP's in Cannock to process all of their blood samples from the local surgeries, as well as those samples taken at Cannock Hospital;*
- *We are working with Cannock Chase District Council to increase access to car parking for patients, visitors and staff.*

The Royal Wolverhampton NHS Trust is fully committed to ensuring that Cannock Chase Hospital has a robust and viable long term future.

It is our aim to further develop the site as a centre of excellence for elective Orthopaedics and Rheumatology and establish it as a significant elective care centre, offering improved access / waiting times and guaranteed admissions for Cannock residents and those in the surrounding areas.

Our plans for the physical development of the site and the increase in capacity are well underway and we will be providing regular updates to patients and residents on our progress and timescales."

The Chairman queried when the patients' shuttle bus service between Cannock and New Cross Hospitals was due to start.

Sultan Mahmud replied that the service was already underway and operating approximately on an hourly basis, with the fastest journey so far having taken 24 minutes.

Cllr. Grice commented that she hoped the new Trust would work well with existing doctors already working in the District.

Sultan Mahmud replied that this was the intention as 12 surgeries had already been visited to discuss current and future plans, with further visits planned.

Cllr. Toth raised the following questions:

- 1. A breakdown of the numbers of residents using Cannock Hospital compared to New Cross,*
- 2. In respect of A&E facilities, have asked the Cannock Chase Clinical Commissioning Group (CCG) where residents who lived in WS11, 12 and 15 postcodes would go to if they need emergency care.*
- 3. Linked to question 2, was it down to paramedics to choose where to take patients in an emergency situation or was a cohesive and planned approach in place.*

Sultan Mahmud replied as follows:

1. Usage data (mainly projected use) can be collated and provided.
2. The closest A&E to Cannock was based at New Cross, as the County Hospital (formerly Stafford Hospital) no longer had overnight A&E facilities in place. The RWT was considered to be one of the better performing trusts nationally, performing close the required 95% target, although A&E at New Cross was extremely busy.
3. Ambulance funding was the responsibility of the CCG, but paramedics will determine which is the best option based on the patient's clinical needs at that time.

Cllr. Spicer queried if there was any plan to utilise the x-ray machines stored at Cannock Hospital for use in the Minor Injuries Unit (MIU).

Sultan Mahmud replied that discussions were ongoing with the CCG about what services they wanted to commission, but the RWT considered the MIU to be heavily underused at present.

Cllr. Spicer commented she was pleased to hear that office space within Cannock Hospital was to be reconverted back to patient use, and then queried what plans were in place to resolve parking at the Hospital as this was a big issue.

Sultan Mahmud replied that plans were in place, but the RWT first needed to understand the demand and capacity situation before any final arrangements could be made.

The Corporate Director further replied that a clear set of proposals were being developed for the 4 car parks affected (3 owned by the RWT and 1 by the Council), and that a draft 'heads of terms' documents had been written up, and future designs and layouts for car parking provision were being developed. Additionally, consideration was also being given to extending the Council's staff car park by demolishing the caretakers' bungalows which were currently on the edge of the site. It was also important to bear in mind that the roll out of the new services at the Hospital would happen in a staged approach throughout 2015, so additional car parking capacity would not be required straight away.

Sultan Mahmud also raised that for the first quarter of 2015 there would not be an increase of patient flow into Cannock Hospital, but this would change as the year moved on.

Cllr. Gamble queried if the heavy reduction in opening hours for the MIU would have an adverse impact on the A&E at New Cross?

Sultan Mahmud replied that was for the CCG to determine as they had reviewed the patient flow at the MIU and decided it was not used enough to keep its previous opening hours and that patient flow out of the MIU had had minimal impact on NHS services elsewhere.

Cllr. Grice queried if the patient numbers using the MIU would be kept under regular review.

Sultan Mahmud replied that this would happen regardless of whether there was an increase or decrease in patient numbers.

The Chairman advised that the Chief Executive of the RWT had raised concerns about the MIU's usage and would be keeping it under review.

Cllr. R. Todd queried if the proposals to extend the Council's car park could be fast tracked to help alleviate traffic issues on the Brunswick Road.

The Corporate Director replied that regardless of any changes made to the car parking arrangements, this would not alter the layout of Brunswick Road as this a separate matter which needed to be taken up with County Highways if it was causing serious issues.

Cllr. Toth commented that 119,000 people had been using the Cannock MIU, and although it had been less used during the late evening periods, the reduction in opening hours meant that approximately 44,000 patients were instead using A&E facilities.

Sultan Mahmud replied that until the changes to the MIU were fully implemented it would be difficult to assess the impact of the opening hours, but the RWT would monitor the situation and report back to the CCG if the A&E was suffering as a result.

9. Agenda Items for Next Meeting

The Chairman reported that the next Forum was scheduled for Monday 16 March 2015 at the Pye Green Community Centre, Bradbury Lane, Hednesford, and advised that any questions would need to be submitted on the forms supplied or via email/telephone.

The meeting closed at 8:20pm

CHAIRMAN

CANNOCK CHASE COUNCIL
NOTES OF THE MEETING OF THE
RUGELEY AND BRERETON COMMUNITY FORUM
HELD ON MONDAY, 8 DECEMBER, 2014 AT 7:00 P.M.
IN THE COUNCIL CHAMBER, RUGELEY TOWN COUNCIL OFFICES, TAYLOR'S
LANE, RUGELEY

PRESENT: Councillors:

Grocott, M.R. (Chairman)
Bennett, C. (Vice Chairman)

Bottomer, B.H.
Fisher, P.A.

Jones, R.
Molineux, G.N.
Whitehouse, Miss. S.

Cannock Chase Council Officers:

Mrs. J. Aupers
S. Partridge

Head of Governance
Democratic Services Manager

Representatives from the following organisations:

Staffordshire County Council
Rugeley Town Council
Brereton and Ravenhill Parish
Council
The Landor Society
Friends of Etching Hill
Police

M. Lucas, County Highways
Various
Various
Mrs. M. Kettle
Mr. and Mrs. G. Brookes
PC Nick Smith; Special Sgt. Kevin Lee

Local Residents

Approximately 8

1. Apologies

Apologies for absence were received from CCDC Councillors Mrs. A. Allt; A. Dudson*; J.P. Johnson; A. Lovell; and Ms. 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; Mr. and Mrs. Brookes, Friends of Etching Hill; and a number of

Town / Parish Councillors.

2. Declarations of Interest (District Councillors)

None.

3. Notes

The notes of the meeting held on 9 September, 2014 were accepted as a correct record.

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

(Part Item 7) Staffordshire County Council Highways - Town Centre Trip Hazards – Cllr. R. Jones advised that he was aware that work was underway to reduce trip hazards in the town centre.

(Part Item 12) Children's Play Area, Green Lane – Cllr. C. Bennett reported that unfortunately the meeting with Morrison's had not proved to be entirely successful and they did not intend making a direct financial contribution towards the play area. However, the store manager had promised to provide bottled drinks to participants at the Charter Fair, and had also confirmed that seating and a freephone telephone would be available for shoppers to call a taxi and sit down while waiting for it. Cllr. Grocott added that the manager had also promised that his staff would help to keep tidy the area in the vicinity of the store.

5. Questions for Staffordshire Police

No questions had been submitted in advance, but the Police representatives (PC Lee Turner and PCSO Laura Sandy) invited questions and comments from the floor.

The Chair suggested that it might be appropriate to bring forward item 8 on the agenda in respect of **parking and other associated issues outside of 32a and 32b Church Street.**

Mr. Vukmirovic and Mr. and Mrs. Ingley reiterated their concerns as detailed in the agenda. Mr. Vukmirovic also provided some photographs to the Police representatives by way of further evidence of the parking problem. PC Turner offered to visit the area with a handheld speed device to gather evidence of speeding, and PCSO Sandy advised that she would also make routine visits to enhance the Police presence in the area. Cllr. Bennett also promised to raise the matter at the Joint Parking Committee and, separately, raise the matter with local Staffordshire County Councillors.

Cllr. Fisher raised concerns about a substantial increase in reported incidents in the Brereton area - nearly doubled in the last 12 months – and requested a proportionate increase in policing in the area. PC Turner advised that the figures were not nearly as bad as they appeared and were largely down to Amazon's zero tolerance policy on pilfering. As a consequence, every time Amazon discovered an instance of employee pilfering, it was reported to the

Police.

Cllr. R. Jones enquired as to the welfare of the Sgt. King, who had been shot in the face on the Springfield's estate. PC Turner advised that Sgt. King had lost his right eye and faced further surgery in the new year, but was hoping to be able to return to work in due course.

In response to a question about a fatal hit and run on Western Springs Road, PC Turner confirmed that one person had been arrested and was currently on Police bail. The swift arrest was partly due to an encouraging response to a request for information from the local community.

Other comments were also made and noted by the Police in respect of:

- Youths appearing to deliberately and slowly walk in front of cars.
- People walking up Sheepfair and stepping on to Church Road, apparently oblivious to any traffic that might be turning down there.
- Support offered at Lantern Parade and Christmas Lights switch on.
- PCSO's schools liaison work.

6. 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.

7. Staffordshire County Council Highways

No questions had been submitted in advance of the meeting for the County Highways Department, and no Officer was present. No matters were raised from the floor. (Also refer to Item 5, above.)

9. Questions Submitted by Mr. G. Vukmirovic, 32a, Church Street and Mr. & Mrs. R. Ingley of 32b, Church Street, Rugeley

See Item 5, above.

10. 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. A comprehensive update (reproduced below), was included as part of the agenda.

"The District Council has submitted bids for funding for the flood relief scheme to both the Greater Birmingham and Solihull Local Enterprise Agency and to the Stoke and Staffordshire Local Enterprise Agency. These bids are for funding to sit alongside Environment Agency (EA) flood alleviation funds. The securing of funds from all sources is not yet known. The letter of support from Rugeley Town Council is welcomed and has been used in the bids.

Regarding the development of the flood relief scheme, the EA advise that the Hydraulic Modelling work will now be complete in February 2015. However, the flood outlines part of the work is complete and it supports the justification for the EA's contribution to the scheme. The EA say that the work from now until February involves testing the flood storage outline design options through the model to make sure that the design options work.

The EA plan to complete an outline design for the scheme by the end of December. The outline design will give a first impression and will be used to consult local people and stakeholders, this consultation will then inform the detailed design. The final design will not be done until mid 2015.

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 outline 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 at the outline design stage described above.

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

Mr. Grant requested further updates at future meetings.

Concern was also expressed from the floor about the risk of flooding in Rugeley arising from both water levels and blockages. Cllr. R. Jones commented that he believed Severn Trent and / or the Environment Agency needed to make a proper study of water courses in the area, and he felt that members of the local community should write to these bodies to express their concerns and desire for a study to be undertaken. He also had contacts at Severn Trent and he would ask about a representative attending a future meeting.

11. 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, as it was the Church's busiest time of the year. The following short update had been provided for the forum:

"Steady progress has been made in respect of the Old Chancel and the time is fast approaching when prospective Trustees for a Charitable Trust to be established for its care will need to be identified. A letter has been written to the District Council, Town Council and the Landor Society about this matter together with a short paper outlining the nature of the Trust and the duties of the Trustees."

12. 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").

An approach was made to The Royal Wolverhampton NHS Trust (RWT), as the managing body responsible for Cannock Chase Hospital, for whom Dr. Sultan Mahmud had provided a statement which was attached to the agenda.

Mr. G. Grant commented that he had recently attended Cannock Hospital for knee replacement surgery, which was first class. He also remarked that the hospital had appeared much busier than previously.

13. Any Other Business

None.

14. Forward Agenda for Future Meetings

None.

15. Next Meeting

Monday, 9 March, 2015. Venue: Rugeley Council Chamber.

The meeting closed at 8.05 pm.

CHAIRMAN