

CANNOCK CHASE COUNCIL

MINUTES OF THE MEETING OF THE

CABINET

HELD ON THURSDAY, 17 NOVEMBER, 2011 AT 5.45 P.M.

IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors

Adamson, G.	Leader of the Council
Toth, J.	Deputy Leader of the Council and Environment Portfolio Leader
Dixon, D.I	Corporate Improvement Portfolio Leader
Mitchell, Mrs. C.	Culture and Sport Portfolio Leader
Alcott, G.	Economic Development and Planning Portfolio Leader
Davis, Mrs. M.A.	Health and Wellbeing Portfolio Leader
Allen, F.W.C.	Housing Portfolio Leader
Todd, Mrs. D.M.	Town Centre Regeneration Portfolio Leader

83. Apologies

Apologies for absence were received from Councillor G. Alcott, Economic Development and Planning Portfolio Leader.

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

No declarations were made in addition to, or restated in respect of, those already confirmed by Members in the Register of Members' Interests.

85. Updates from Portfolio Leaders

Leader of the Council

Chase Line Stakeholder Meeting

The Leader reported that he had attended, along with the Economic Development and Planning Portfolio Leader and the Leader of the Opposition, and plus the Chief Executive, Corporate director and other Officers of the Council, a meeting of the Chase Line Stakeholder Group Chaired by the local MP, Aidan Burley. Several areas of concern had been discussed, including service cuts; overcrowding; service level commitment; electrification of the Chase Line; resignalling; linespeed upgrade; fare dodging; and the future franchise. The Leader advised that, disappointingly, one of the key messages to come through was that electrification of the line was unlikely to happen in the near future.

Unemployment in the Cannock Chase Area

The Leader advised that he was pleased to be able to inform Cabinet that the number of

persons claiming Job Seekers Allowance in October had fallen to 3.6%, while the Youth Unemployment Rate (18 – 24 year olds claiming JSA) had fallen by 45.

Further Amendments to Cabinet Portfolios

The Leader advised that it had been necessary to further review the amended Cabinet portfolio responsibilities as previously notified to Cabinet on 20 October, and Council on 2 November, 2011. These further amendments were reflected in a revised Section 23 of the Constitution, which had been distributed to Portfolio Holders. This would be taken back to Council on 14 December, 2011 for notification. Briefly, the changes were:

- Leader of the Council – Deletion of reference to "Performance Plan" in respect of Statutory and non-statutory Plans; and deletion of reference to "Street Wardens" in respect of Community Safety arrangements.
- Deputy Leader of the Council and Environment Portfolio Leader – "Allotments" returned from Culture and Sport (should not have been moved); and "Public car and lorry parks" returned from Economic Development and Planning (should not have been moved).
- Corporate Improvement – Deletion of reference to "Race Equality Scheme and Disability Equality Scheme", as these are incorporated into the wider Equality requirements.
- Culture and Sport – "Allotments" returned to Environment Portfolio (see above); "Mortuary" returned to Health and Wellbeing Portfolio (see below).
- Economic Development and Planning – "Public car and lorry parks" returned to Environment Portfolio (see above).
- Health and Wellbeing – "Mortuary" returned from Culture and Sport Portfolio (see above); clarification that "Management and maintenance of the Council's community alarms" incorporates CCTV schemes.
- Housing – Deletion of the reference to "Benion Road area CCTV", which is included in Health and Wellbeing Portfolio (see above).
- Town Centre Regeneration – Unchanged.

Culture and Sport

The Portfolio Leader advised that the Council had, earlier that day, hosted an initial Community Games Steering Group meeting. Approximately 40 organisations were represented at the meeting, which had been convened to discuss events and activities that could be held in the community during Olympics year.

Housing

Housing Options Team Supermarket Promotion

The Portfolio Leader advised that he had, earlier that day, attended a "drop-in" event held by the Council's Housing Options Team at ASDA in Cannock. The purpose of the event had been to provide general housing options advice, offer welfare benefits health checks and a specialist money advice Officer from the Citizens' Advice Bureau was also present to give basic money management tips; appointments could also be booked for more in depth discussions.

Elizabeth Road Redevelopment Scheme

The Portfolio Leader advised that construction work was progressing well on site. The replacement houses were now taking shape, and Waterloo Housing Association and Lovells were on target to complete 36 houses for social rent and 9 houses for shared ownership by 31 March, 2012. In addition, a further 3 houses for sale under Home Buy Direct and 2 for outright

sale would be completed by 30 June, 2012 target date. Show homes would be opening after Christmas.

86. Minutes

RESOLVED:

That the Minutes of the meeting held on 20 October, 2011 be approved as a correct record and signed.

87. Forward Plan

A revised Forward Plan of Decisions for the period November, 2011 – January, 2012 (Enclosure 5.1 – 5.3 of the Official Minutes of the Council) was circulated. Consideration was given to the revised Forward Plan.

RESOLVED:

That the Forward Plan of Decisions for the period November, 2011 – January, 2012 be noted.

88. Minutes of Policy Development Committees and Other Committees

RESOLVED:

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

- (i) Town Centre Regeneration – 16 August, 2011
- (ii) Housing – 10 October, 2011
- (iii) Environment – 19 October, 2011

89. Recommendation from Housing Policy Development Committee – 10 October, 2011

Consideration was given to the following recommendation referred from the Housing Policy Development Committee held on 10 October, 2011:

“That Cabinet on 17 November, 2011, be recommended to discontinue the Council’s “Leave it Clean” scheme with effect from 5 December, 2011.”

RESOLVED:

That the recommendation from the Housing Policy Development Committee to discontinue the Council’s “Leave it Clean” scheme with effect from 5 December, 2011, be agreed.

90. Housing Revenue Account Capital Schemes – Review of Service Standards

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

RESOLVED:

That:

- (A) The service standard in respect of the External Envelope Works Programme attached as Annex 1 to the report be reaffirmed.
- (B) The revised service standard in respect of the central heating replacement / upgrading programme attached as Annex 2 to the report be agreed and implemented from 1 April 2012.
- (C) Subject to the required additional resources being included in the final HRA Business Plan, the following revised service standards be agreed and implemented from 1 April 2012:
 - (i) Kitchen Replacement Programme, attached as Annex 3 to the report.
 - (ii) Electrical Upgrading Programme, attached as Annex 4 to the report.
 - (iii) Bathroom Replacement/Upgrading Programme, attached as Annex 5 to the report.
- (D) The following service standards be agreed subject to them being reaffirmed, prior to implementation as part of the capital scheme approval process:
 - (i) Structural Reinstatement of Pre-Reinforced Concrete Dwellings, attached as Annex 6 to the report.
 - (ii) Double Glazing Programme, attached as Annex 7 to the report.
 - (iii) External Curtilage Works Programme, attached as Annex 8 to the report.

Reason(s) for the Decision

The report reviewed the Council's existing service standards for HRA capital schemes and presented further standards which had been developed for "new" schemes which had been included in the initial HRA Business Plan.

A number of the revised standards for existing schemes provided an enhancement of the current service standard. One of these enhancements could be accommodated within the existing resource provision included in the initial HRA Business Plan as a result of efficiency savings generated through the Council's partnering contracts. It was proposed that the revised service standard for this scheme was agreed for implementation from 1 April 2012.

Other enhancements required the provision of additional resources above those included in the initial HRA Business Plan. It was, therefore, proposed that these revised service standards were agreed subject to the required resources being provided within the final HRA Business Plan.

The proposed service standards for the "new" schemes had been formulated in accordance with the resource provision included within the initial HRA Business Plan. It was, however, proposed that prior to implementation these were reaffirmed by Cabinet as part of the capital scheme approval process.

91. Rough Sleeping and the Housing Needs of Young People in the Cannock Chase Area

Consideration was given to the Report of Head of Housing (Enclosure 9.1 – 9.7 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The recommendations and findings in respect of the study report into 'Rough sleeping and the housing needs of young people in the Cannock Chase area' be noted.
- (B) The Housing Policy Development Committee be requested to consider the detailed recommendations of the study and recommended to Cabinet proposals for implementation.
- (C) Discussions be held with housing associations regarding the provision of:
 - (i) Additional permanent emergency and short term shared accommodation for young people including the potential availability of funding.
 - (ii) Temporary emergency and short term shared accommodation for young people utilising up to three vacant two bedroom Reema flats on the Moss Road Estate, Chads Moor.
- (D) The results of the discussions regarding the provision of both permanent and temporary, emergency and short term shared accommodation for young people be the subject of further Cabinet reports.
- (E) The Action Plan which accompanies the Council's agreed Homelessness Strategy 2011-2016 be amended to include:-
 - (i) The recommendations of the study report into 'Rough Sleeping and the Housing Needs of Young People in the Cannock Chase area'.
 - (ii) Subject to Cabinet's agreement of recommendations (C) above, the proposed actions regarding the provision of permanent and temporary emergency and short term accommodation for young people.

Reason(s) for the Decision

The report presented the findings and recommendations of a study into "Rough Sleeping and the housing needs of young people in the Cannock Chase area".

The Housing Policy Development Committee had included 'the housing needs of young people' within their agreed work programme for the current municipal year. It was, therefore, proposed that the Committee be requested to consider the recommendations of the study report as part of this work and to recommend to Cabinet proposals for implementation.

The key recommendation of the study report related to the lack of emergency and short term accommodation for young people and recommended that this was addressed through the

provision of additional shared accommodation. Resources to facilitate this type of accommodation were not generally available to the Council, being targeted at voluntary organisations and housing associations.

As a result, in order to progress the establishment of further permanent shared accommodation it was suggested that discussions be held with housing associations, with the results being the subject of a further Cabinet report.

The need to secure funding for the permanent shared accommodation would constrain provision for at least 18 months. In view of the length of this timescale it was proposed that temporary emergency and short-term accommodation be provided for young people through the use of up to three 2 bedroom Reema flats, which would become vacant prior to redevelopment, as part of the agreed Moss Road Estate, Regeneration strategy. It was again proposed that discussions be held with housing associations, with the results being the subject of a further Cabinet report.

It was also proposed that the Action Plan which accompanies the Council's agreed Homelessness Strategy 2011-2016 be amended to reflect the recommendations of the study report and the Cabinet's decisions in relation to the report considered at Cabinet.

92. Joint Municipal Waste Management Strategy for Staffordshire and Stoke-on-Trent

Consideration was given to the Report of Head of Environmental Services (Enclosure 10.1 – 10.7 of the Official Minutes of the Council).

RESOLVED:

That the request for funding of £2,000 from the JWMB as a contribution to providing the necessary resources to produce a refresh of the JMWMS for Staffordshire & Stoke-on-Trent be approved.

Reason(s) for the Decision

Financial pressures were being faced by all partner authorities, and the refreshed strategy would need to take account of the impact this could have on the services provided and the way in which they were provided best suited to individual authorities and their communities. It was, therefore, critical that Cannock Chase Council continued to work in partnership with the JWMB and benefit from the refresh of the JMWMS for Staffordshire and Stoke-on-Trent.

93. Communications Improvement Plan, 2011-14

Consideration was given to the Report of Head of Policy (Enclosure 11.1 – 11.5 of the Official Minutes of the Council).

RESOLVED:

That the Communications Improvement Plan be approved.

Reason(s) for the Decision

Consultation undertaken with residents during summer 2011, together with the socially

modelled Customer Insight data, showed the importance of targeted, tailored communications. The new Strategy and Improvement Plan were informed by this data and detail the strategic direction for improving the effectiveness of the Council's communications both internally and externally.

94. Quarter 2 Performance Report 2011-12

Consideration was given to the Report of Head of Policy (Enclosure 12.1 – 12.7 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The performance information and the case studies relating to PDP's, as detailed at Annexes 1, 2, 3 and 4 to the report, be noted.
- (B) The actions and indicators rated Red or Amber be noted, and the remedial action or rescheduled delivery date stated to address performance be noted.

Reason(s) for the Decision

Information for performance actions, indicators and case studies during Quarter 2 2011/12 was included for relevant items in Annexes 1 to 4 to the report. The overall rankings for each Portfolio area were detailed in Section 4 of the report, indicating that 78.6% of targets had been achieved during the second Quarter of 2011/12. The recommendations reflected that this performance and any subsequent rescheduling be noted.

95. Private Sector Housing Strategy

Consideration was given to the Report of Head of Environmental Health (Enclosure 13.1 – 13.6 of the Official Minutes of the Council).

RESOLVED:

That Council be recommended to approve the proposed Private Sector Housing Strategy attached at Annex 1 to the report.

Reason(s) for the Decision

There were compelling legal, financial reasons for the Council's activity in this area and good practice requires a strategic approach to such activities.

96. Empty Dwelling Management Orders

Consideration was given to the Joint Report of Head of Environmental Health and Head of Housing (Enclosure 14.1 – 14.9 of the Official Minutes of the Council).

RESOLVED:

That subject to approval by Council of the proposed Private Sector Housing Strategy:

- (A) The proposed policy regarding the use of Empty Dwelling Management Orders (EDMO's) be agreed.
- (B) The Head of Housing be authorised to act as Managing Agent in respect of EDMO properties obtained within the District in accordance with the EDMO management principles set out in paragraph 4.18 of the report.
- (C) The Head of Planning and Regeneration be authorised to set the rent of the EDMO properties to be let on an Assured Shorthold Tenancy at a market rent.
- (D) The use of EDMO's is reviewed after a 12 month period.

Reason(s) for the Decision

Currently Officers use persuasion, or appropriate enforcement activity, to encourage owners of an empty property to bring it back into use. Whilst this was successful in some respects, it lacked the ability to effectively prevent continued deterioration of such property.

Adoption of the policy to use EDMO's in a proportionate way would enable Officers to encourage owners to bring property back into use and will send a very clear message to them, that the Council will no longer accept that property is left vacant.

The changes to the Council Tax regime and the continued demand for rented property within the area meant that the Council should increase the pressure upon owners of empty property within the District, and the policy on EDMO's would facilitate this.

97. 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(s) 3, Part 1, Schedule 12A of the Local Government Act 1972 (as amended).

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PART 2

99. Outcome of Third Party Procurement - Culture and Leisure Services

99.A Consideration was given to the following recommendation referred from the Culture and Sport Policy Development Committee held on 4 November, 2011:

“To recommend to Cabinet on 17 November, 2011, that it approves the recommendations detailed in paragraphs 2.1 – 2.7, of the Report of the Corporate Director in respect of the Outcome of Third Party Procurement – Culture and Leisure Services.”

RESOLVED:

That the recommendation from the Culture and Sport Policy Development Committee be noted.

99.B Consideration was given to the Not for Publication Report of the Corporate Director (Enclosure 16.1 – 16.18 of the Official Minutes of the Council). For information, the Culture and Sport Portfolio Leader advised Cabinet that, as part of the requirements for completion of the procurement exercise, all 4 unsuccessful bidders have been offered an accelerated debrief and this had been conducted with Sandwell Leisure Trust and Sports and Leisure Management. DC Leisure / Active Nation had declined the offer, while Mack Trading had made no response despite several offers.

RESOLVED:

That:

- (A) Wigan Leisure and Culture Trust be approved as the preferred operator of the Council's Culture and Leisure services for an initial contract period of 10 years with the option to extend by 2 five year periods subject to satisfactory performance.
- (B) It be noted that the minimum corporate Savings Target will be delivered via this contract.
- (C) It be noted that additional corporate savings above the minimum Savings Target will be delivered via the contract estimated to be £515,450 in the first three years (as outlined in the Financial Implications to the report).
- (D) The list of investments to be made by the preferred operator via this contract totalling £2.4m across all services and facilities (as set out in the Financial Implications to the

report), be noted.

- (E) It be noted that the baseline budgets for certain Corporate Services are to be adjusted as set out in 4.12 of the report.
- (F) The Head of Commissioning job description be approved with responsibility for managing the new arrangements and other responsibilities with immediate effect.
- (G) The Corporate Director be authorised to complete and enter into the necessary legal and other agreements as deemed necessary to implement the above recommendations.

Reason(s) for the Decision

Following the Cabinet decision of July 2010, an open and competitive procurement process for a partner to manage the Council's cultural and leisure services had reached a conclusion. As a result, Cabinet were recommended to approve the selection of Wigan Leisure and Culture Trust as the Council's preferred partner based on an initial 10 year contract with the option to extend by two five year periods subject to satisfactory performance. Cabinet were asked to note the core and additional corporate financial savings to be delivered as well as the intended investments in services and facilities across the contract period.

The meeting closed at 6.55 pm.

LEADER