

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CABINET

HELD ON THURSDAY 25 JANUARY 2018 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors:

Alcott, G.	Deputy Leader of the Council and Economic Development and Planning Portfolio Leader
Bennett, C.	Crime and Partnerships Portfolio Leader
Mitchell, Mrs. C.	Culture and Sport Portfolio Leader
Preece, J.P.T.L.	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

69. Apologies

Apologies were submitted for Councillors G. Adamson, Leader of the Council and J.T. Kraujalis, Corporate Improvement Portfolio Leader.

In the Leader's absence the meeting was chaired by the Deputy Leader.

70. 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.

71. Updates from Portfolio Leaders

Crime and Partnerships

Safer Neighbourhood Panels Recruitment

The Portfolio Leader advised that during the summer the Police and Crime Commissioner would be launching an advertising campaign aimed at increasing public involvement in the Staffordshire-wide Safer Neighbourhood Panels.

Concerns were also noted about lack of Police involvement in some of the meetings, but this was due to reduced capacity of front line police officers.

Culture and Sport

Cannock Stadium Site

The Portfolio Leader advised that the redevelopment was progressing well, with work currently focussed on the HUB, play area, footpaths, lighting and outdoor gym.

Videos of the redevelopment could also be viewed on the Council's website.

72. Minutes of Cabinet Meeting of 14 December 2017

RESOLVED:

That the Minutes of the meeting held on 14 December, 2017, be approved as a correct record and signed.

73. Forward Plan

The Forward Plan of Decisions for the period January to March, 2018 (Item 5.1 – 5.2 of the Official Minutes of the Council) was considered.

RESOLVED:

That the Forward Plan of Decisions for the period January to March, 2018 be noted.

74. General Fund Budget and Capital Programme 2017/18 to 2020/21

Consideration was given to the Report of the Head of Finance (Item 6.1 – 6.70 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The following be recommended to Council, at its meeting to be held on 7 February, 2018, as part of the formal budget setting process:-
 - (a) The level of net spending for the General Fund Revenue Budget for 2018-19 be set at £11.645 million; with indicative net spending for 2019-20 and 2020-21 of £12.265 million and £12.764 million, respectively.
 - (b) The detailed portfolio budgets as set out in Appendix 2 of the Report.
 - (c) The forecast outturn net budget of £10.994 million be approved.
 - (d) The use of Government Grants in 2018-19 of £1.093 million, with indicative figures of £1.198 million and £1.282 million for 2019-20 and 2020-21, respectively.
 - (e) The working balances be set at £0.638 million; £0.672 million and £1.032 million for 2018-19 to 2020-21, respectively.
 - (f) A Council Tax of £212.94 for 2018-19, with indicative increases of £1.95% to the level of Council Tax for 2019-20 and 2020-21.
 - (g) The Council's Tax Base be set at 28,396.76.
 - (h) The revised Capital Programme, including new schemes, as set out in Appendices 3 and 4 of the Report.

- (B) It be noted that the Government has indicated that an amendment will be made to Provisional Local Government Finance Settlement for all authorities in relation to the Business Rates Tariff adjustment.

Reason for Decisions

The Report set out a draft standstill budget for 2018-19, as well as indicative budgets for 2019-20 and 2020-21 and associated issues, and also included current indications of the impact this would have on Council Tax. It also set out the updated Capital Programme, and set out the capital resources available to the Authority to finance the Capital Programme.

The Business Rates Tariff adjustment amounted to a reduction in Business Rates of £4,700 in 2017/18, rising to £4,900 in 2020/21. The adjustment impacted upon the transfer to/from Working Balances but did not require any change to the recommendations to 7 February Council.

75. Housing Revenue Account Budgets 2017/18 to 2020/21

Consideration was given to the Joint Report of the Head of Finance and the Head of Housing and Partnerships (Item 7.1 – 7.9 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The revised position with regard to estimated income and expenditure in respect of the 2017-18 Housing Revenue Account Budget and Housing Revenue Account Budgets for the period 2018-19 to 2020-21 as summarised in Appendix 1 of the Report be noted.
- (B) Council, at its meeting to be held on 7 February, 2018, be recommended to:
- (i) Determine a minimum level of working balances of £1.671 million for 2018-19 and indicative working balances of £1.706 million and £1.731 million for 2019-20 and 2020-21, respectively.
 - (ii) To note the further 1% reduction in rents in 2018-19 in accordance with the Government's Social Rent Policy.
 - (iii) Approve the Housing Revenue Account Budgets for 2018-19, 2019-20 and 2020-21 (and note the estimated outturn for 2017-18) as summarised in Appendix 1 of the Report.

Reasons for Decisions

The Report considered the proposed three-year Housing Revenue Account (HRA) Budgets for 2018-19, 2019-20 and 2020-21, which were formulated within the framework provided by the Approved HRA Business Plan.

A review of the 2017-18 HRA Budget, together with base HRA Budgets for the period 2018-19 to 2020-21 were attached to the Report as Appendix 1. The Budgets were formulated in accordance with the assumption set out in the HRA Business Plan, with projected levels of income and expenditure as summarised In Report paragraph 3.2.

Rent income continued to reflect an annual rent reduction of 1% per annum for

2018-19 and 2019-20, reflecting the revised national rent policy as determined by the Government's 2015 Summer Budget (the rent policy was due to revert to the Consumer Price Index plus 1% with effect from 2020-21).

No material changes were made in relation to inflation and cost pressures, with the exception of pay awards. Provision of 1% existed within the indicative budgets for 2018-19 and 2019-20, however as a result of the National Employers for Local Government offer, made of 5 December 2017, the provision now amounted to 2.47% in 2018-19, rising to a combined impact of 4.9% in 2019-20 as compared to the 2% originally provided.

No direct account had been taken at this stage for the impact of Vacant High Value Housing Payments associated with the Housing and Planning Act 2016. The Council was still awaiting details re. the threshold for High Value Vacant Payments however it was considered that its implementation would not impact until after the 2018-19 financial year. The full impact of the actual High Value Baseline would be assessed following publication of the proposed regulations and would then be subject to a further report.

In considering the HRA Revenue Account, consideration also needed to be given to the HRA Capital Programme and the level of Working Balances. A key consideration of the Capital Programme was the Revenue Contribution to Capital Outlay (RCCO) and Major Repairs Allowance (MRA). The latter had been replaced with a Depreciation Charge and although this was lower than the previous MRA a compensating increase in RCCO had been made. In accordance with the Approved Business Plan the RCCO also represented the net surplus on the Revenue Account after determining the level of Working Balances.

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.

76. Housing Revenue Account Capital Programme 2017/18 to 2022/23

Consideration was given to the Joint Report of the Head of Finance and the Head of Housing and Partnerships (Item 8.1 – 7.8 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The estimated availability of Housing Revenue Account capital resources for the period 2018-19 to 2022-23, as set out in Appendix 1 of the Report, be noted.
- (B) It be noted that the Capital Programme now also included an allocation of £12 million for new social housing.
- (C) Options to increase social housing based upon the housing needs of the District and land availability be developed and the subject of a separate Cabinet report as soon as practically possible.
- (D) Council, at its meeting to be held on 7 February, 2018, be recommended to approve the five-year Housing Revenue Account Capital Programme for the period 2018-19 to 2022-23 (as set out in Appendix 2 of the Report).

Reasons for Decisions

The Report considered the draft proposed five-year HRA Capital Programme for the period 2018-19 to 2022-23, together with the forecast outturn for 2017-18, compiled within the financial framework provided by the Approved HRA Business Plan.

Details of the estimated availability of HRA capital resources during the five-year period were set out in Appendix 1 of the Report, whilst a five-year Capital Programme was set out in Appendix 2.

A comparison of estimated resource availability with the proposed HRA capital expenditure programmes was set out in Report paragraph 3.3.

In addition to the above, the voluntary Minimum Revenue Provision (Debt Repayment) set aside from 2017-18 will by 2022-23 have effectively created a headroom in capital financing of £9.672 million that could be used in the medium term to supplement resources available without impacting upon long term sustainability.

The use of the Minimum Revenue Provision headroom together with the uncommitted capital resources provided in excess of £12.0 million for new council build / estate regeneration.

77. Treasury Management Strategy, Minimum Revenue Provision Policy and Annual Investment Strategy 2018/19

Consideration was given to the Report of the Head of Finance (Item 9.1 – 9.28 of the Official Minutes of the Council).

RESOLVED:

That Council, at its meeting to be held on 7 February, 2018, be recommended to approve:

- (a) The Prudential and Treasury Indicators;
- (b) The Minimum Revenue Provision (MRP) Policy Statement;
- (c) The Treasury Management Policy;
- (d) The Annual Investment Strategy for 2018-19.

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.

78. Housing and Homelessness Strategy 2018-2023

Consideration was given to the Report of the Head of Housing and Partnerships (Item 10.1 – 10.22 of the Official Minutes of the Council).

RESOLVED:

That the proposed Housing and Homelessness Strategy 2018-2023 (attached as Appendix 1 to the Report) and the actions contained within it be approved.

Reasons for Decision

The Council's previous Housing and Homelessness Strategies were now out of date.

Whilst there was no longer a statutory requirement to produce a housing strategy, there remained a statutory duty to produce a homelessness strategy. A new combined housing and homelessness strategy would ensure that residents, Registered Providers and other stakeholders could continue to refer to a document which outlined the housing and homelessness issues facing the District and presented the actions which were being put in place to address them.

79. Shared Accommodation – Pilot Project

Consideration was given to the Report of the Head of Housing and Partnerships (Item 11.1 – 11.7 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The Head of Housing and Partnerships, following consultation with the Housing Portfolio Leader, be authorised to circulate the Project Brief (attached at Appendix 1 to the Report) to a minimum of two Registered Providers and be authorised to make amendments to the Project Brief if necessary.
- (B) The Head of Housing and Partnerships, following consultation with the Housing Portfolio Leader, be authorised to appoint the most suitable Registered Provider following the receipt and assessment of bid submissions.
- (C) The Head of Housing and Partnerships be authorised to agree Terms and Conditions to let a Council Flat to a Registered Provider for the provision of flat share accommodation for single people under the age of 35.
- (D) A review of the pilot project be undertaken following a 12 month operational period and if successful, the project may be extended and other difficult to let flat would be considered for flat share accommodation (up to a maximum of 5 flats over a 5 year period).

Reasons for Decisions

The Council had a number of flats that could be difficult to let and it was proposed to use one of those properties for the pilot project. If successful, other difficult to let Council flats could be utilised to help meet the needs of single people aged under 35 and prevent Council stock remaining empty for lengthy periods of time.

The Council would agree terms via either a lease or management agreement to enable a Registered Provider to take over the management of the flat for an initial period of 18 months. The Council would receive full rental income from the Registered Provider during this time, including during any void periods. The Registered Provider would charge rent to the tenants occupying the flat and an additional intensive housing management cost to cover any support needs. The Council would also receive £20-£30 per month, in addition to the rent attributable

to the property for the increase in maintenance costs that may occur.

The Council would maintain and insure the property and have 100% nomination rights to the property. Referrals would be made from the Allocations or Housing Options teams.

80. Homelessness Reduction Act 2017 – Homelessness Funding

Consideration was given to the Report of the Head of Housing and Partnerships (Item 12.1 – 12.7 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The contents of the Report be noted.
- (B) Delegated authority be given to the Head of Housing and Partnerships following consultation with the Housing Portfolio Leader to approve expenditure of the New Burdens and Flexible Homelessness Support Grant Funding as set out in Report paragraphs 5.5 and 5.11, and in accordance with the delivery of the Council's homelessness priorities as set out within the Council's Housing and Homelessness Strategies.

Reasons for Decisions

The Homelessness Reduction Act (HRA) was passed by Parliament in 2017 and was due to commence in April 2018. The Act was designed to significantly reform England's homelessness legislation by placing duties on local authorities to intervene at earlier stages to prevent homelessness, irrespective of whether or not an applicant had 'priority need' or may be 'intentionally homeless'.

Preparations were being made to ensure the Council would be in a position to discharge the new duty including attending Ministry of Housing, Communities and Local Government (MHCLG) briefing sessions, undertaking training of staff, further developments of the Housing IT System (Northgate), and assessment of the new duties and their implications for future service delivery.

MHCLG (formerly the Department for Communities and Local Government) modelling estimated that there would be initial costs associated with the Act, namely from additional people presenting to authorities for assistance with homelessness.

The MHCLG had therefore estimated that the Council would face new burdens as a result of the following duties:

- Duties to help secure accommodation;
- Duty to provide advisory services;
- Right to request a review;
- Suitability of accommodation;
- Providing accommodation for cases being reviewed;
- Providing assessments and personalised housing plans.

As a result of the MHCLG estimation the total of New Burdens Funding for the Council totalled £85,763 for the period 2017/18 to 2019/20.

The MHCLG had advised that the new 'flexible homelessness support grant' was

a radical replacement of the tightly controlled funding currently given to source and manage temporary accommodation for homeless individuals and their families under which the Council would have received £978.43 for 2017-18.

The Flexible Homelessness Support Grant allocation for the period 2017/18 to 2019/20 was £147,064.80.

It was considered that there would be a significant increase in demand for homelessness services and prevention support work. It was therefore proposed that the New Burdens funding for the years 2017-18 to 2019-20 be allocated to ensuring the Council discharged its new duty through the provision of Homelessness Services and Prevention Support work as described above.

Cabinet on 7 April, 2005 agreed that delegated authority be given to the Head of Regeneration (now Head of Housing and Partnerships) following consultation with the Social Inclusion and Housing Portfolio Leader (now the Housing Portfolio Leader) to approve expenditure in relation to Central Government Homelessness Prevention Grant allocations, in accordance with the delivery of the Council's homelessness priorities as set out within the Council's revised Housing and Homelessness Strategy 2018-23.

81. Revised Local Development Scheme and Local Plan Review

Consideration was given to the Report of the Interim Head of Economic Development (Item 13.1 – 13.27 of the Official Minutes of the Council).

RESOLVED:

That Council, at its meeting to be held on 21 February, 2018 be recommended to:

- (A) Cease work on the preparation of Local Plan Part 2.
- (B) Subject to decision (A), trigger the process of undertaking a Local Plan review, which upon adoption will replace the adopted Local Plan Part 1 and will address (amongst other issues) those matters which Part 1 identified as needing to be covered in Local Plan Part 2.
- (C) Approve the revised Local Development Scheme detailed in Appendix 1 of the Report covering the three year period February 2018 to February 2021 so that it can be brought into effect on 21 February, 2018 under Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011).

Reasons for Decisions

Local Plan Part 1, adopted in 2014, contained the strategy for growth and environmental protection in the District to 2028, including the timescale, quantum and distribution of development and policies for its delivery. Local Plan Part 2 was intended to contain the detailed site allocations to deliver the requirements set out in Part 1.

Work on Local Plan Part 2 had been overtaken by events due to a variety of reasons as set out in the main body of the Report. In summary, Local Plan Part 1 (which Part 2 delivered) was becoming out of date due to changes in Government policy and ongoing work across the West Midlands to address the housing shortfall in the Housing Market Area. These were strategic changes which could not be addressed via a Part 2 Plan. The changes cumulatively

diminished the value of the Part 2 Plan, which would now be limited to delivering site allocations (many sites already had planning permission in any case), in line with a housing requirement figure which may shortly be out of date based on the Government's proposed changes to the way in which this was calculated.

There was an opportunity to make more efficient use of limited resources by ceasing work being undertaken on Local Plan Part 2 and instead triggering a review of the Local Plan as a whole. Taking Part 2 forward would involve considerable staff time and financial resource to take through an examination, in the full knowledge that a review would still be required once Part 2 was adopted.

Work undertaken on Part 2 to date could be carried forward to help inform the process of a review, and those participants in the consultation process would continue to be engaged and kept up to date with any changes the process as set out in the Report detail.

Any changes to the Local Plan timetable and nature of the documents being produced must be set out in an updated Local Development Scheme (LDS).

It was a requirement of the Planning and Compulsory Purchase Act 2004 that a Planning Authority must prepare an LDS. It must be kept up to date, setting out which Local Development Documents the Council would be producing, the subject matter and geographical area they would cover, and the timetable for their production.

The previous LDS was adopted in April 2016. The updated LDS covered the production of key documents including the proposed Local Plan review. It also set out revised timescales for the Cannock Town Centre Area Action Plan. The format of the LDS had been changed from previous iterations to reflect the streamlined planning system and legal requirements which apply to it.

82. Rugeley Power Station Supplementary Planning Document

Consideration was given to the Report of the Interim Head of Economic Development (Item 14.1 – 14.54).

RESOLVED:

That:

- (A) The amended Rugeley Power Station Supplementary Planning Document (SPD) attached as Appendix 1 to the Report be approved.
- (B) Authority for further minor (non-substantive) amendments to the SPD be delegated to the Head of Economic Development in consultation with the Economic Development and Planning Portfolio Leader.
- (C) The amended Rugeley Power Station SPD be adopted in accordance with the provisions of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended).

Reasons for Decisions

As set out in the Cabinet report of 15 June, 2017, joint work with Lichfield District Council had been ongoing to produce an SPD to provide the framework for the future redevelopment of Rugeley Power Station, which stopped generating electricity in June 2016, had since been decommissioned and was now awaiting demolition.

SPDs provided further policy elaboration to adopted Local Plans. SPDs were intended to build upon and provide more detailed advice or guidance on the policies in the Local Plan, had to be prepared in line with the Town and Country Planning (Local Planning) (England) Regulations 2012 and comply with the requirements as set out in the National Planning Policy Framework (NPPF) paragraph 153.

The draft SPD was consulted on in line with the Council's Statement of Community Involvement, with the formal consultation stage taking place for a period of six weeks between 24 July and 4 September, 2017.

The SPD was amended to take account of the representations received by each Council. A Consultation Statement was published on the Council's website at www.cannockchasedc.gov.uk/planningpolicy and included a schedule of summarised responses and the officer responses to those, setting out how each representation had been addressed.

83. Application for Permission to Spend – Mill Green

Consideration was given to the Report of the Interim Head of Economic Development (Item 15.1 – 15.5 of the Official Minutes of the Council).

RESOLVED:

That subject to the receipt of the appropriate Section 106 sums from the Developer, the following permissions to spend be approved:

- (i) £150,000 towards Cannock Town Centre Improvements (breakdown as detailed in Report paragraphs 3.6 and 3.7).
- (ii) £32,300 annually towards maintenance of Mill Green Nature Park.
- (iii) £28,000 on Mill Green Nature Park.
- (iv) £90,000 towards Cannock Railway Station improvements.
- (v) £5,000 towards an Employment and Skills Action Plan.
- (vi) £65,000 towards the Retail and Skills Academy.

Reasons for Decisions

The Council entered into an agreement with Development Securities (Cannock) Limited and U+I Group PLC for the sale of Council owned land at Mill Green, Lichfield Road, Cannock. The agreement was originally dated 13 November, 2013 and had been varied subsequently by supplemental agreements in 2014, 2016 and 2017.

Outline planning consent was granted for a Retail Outlet Village on the Mill Green site in July 2016. The Council subsequently received an application under Section 73 of the Town and Country Planning Act 1990 (as amended) to vary conditions attached to the permission. That application was approved and a further planning permission was issued in October 2017. The purchasers had covenanted that upon acquiring any legal interest in the Council land they would enter into an associated planning agreement (i.e. the Section 106 Agreement), the terms of which were agreed as part of the application.

Once the Section 106 had been completed numerous payments would be due to the Council at various trigger points ranging from prior to Commencement of Development through to Occupation. The Council would covenant in the Section

106 Agreement to only use the money received for the purposes set out in the Section 106 Agreement.

The Council needed to be in a position to spend quickly once payments were received, in order to fulfil its Section 106 obligations. Payback provisions for any unspent monies were included and ranged from 5 to 10 years.

The current programme indicated a timeframe of entering into a construction contract circa December 2017 and Commencement of Development (start on site) in February 2018, with a planned Spring 2020 opening.

Spend was anticipated against the Section 106 and included proposed activities for Cannock Town Centre improvements, such as:

- The production of a Cannock Town Centre Investment Prospectus to help raise the profile and identify opportunities available in Cannock Town Centre;
- The provision of free Wi-Fi in Cannock Town Centre;
- The implementation of a Cannock Town Centre Rewards Scheme to encourage retail customer loyalty;
- Improvements to Cannock Town Centre markets, including improvements to the entrance to Cannock Town Centre Indoor Market to provide an improved environment for shoppers;
- Promotional events and festivals including those planned by the Cannock Traders' Association;
- Funding the position of a Cannock Town Centre Partnership Officer for 2 years to assist in delivering the improvements to Cannock Town Centre.

The funding of the position of a Cannock Town Centre Partnership Officer for 2 years had been job evaluated as a salary grade E (i.e. £20,138 to £22,658 p.a.).

In addition to the above, spend was also itemised for the maintenance of Mill Green Nature Park, which included additional management and maintenance costs incurred by the Council, payable on each anniversary of Occupation for the life of the development.

In addition to the above, spend was also itemised for Mill Green Nature Park, which included:

- Improvements to the Mill Green Nature Park, including refurbishment of ladder board signs and installation of an additional ladder board;
- Felling and replanting of trees within the beech wood.

In addition to the above, spend was also itemised for Cannock Railway Station improvements, which included:

- Improvements to passenger waiting and general station facilities and/or the lengthening and widening of existing platforms;
- Improved access to the Railway Station including being made compliant with the Equality Act 2010.

The funds could form part of a wider funding strategy to deliver an enhanced improvement scheme at Cannock Railway Station.

In addition to the above, spend was also itemised for an Employment and Skills

Plan, which included:

- A plan, which included, details of how the owner should co-operate with the Council's Head of Economic Development from the start of the tendering process for the construction of the Development and throughout the construction of the Development;
- Details of how the owner should work with the Council to identify target groups within local communities to deliver training, ranging from pre-employment to skills development in partnership with the public sector and voluntary organisations;
- A commitment from the owner to use their reasonable endeavours to employ local people in the construction and operation of the Development;
- The procedure by which the owner should notify employment vacancies to local employment agencies.

In addition to the above, spend was also itemised for the Retail and Skills Academy, which included how the Development operator and the Development tenants working in partnership with the Council and South Staffordshire College (or alternative provider of higher education in the Cannock Chase District) would deliver training on the Development site and at a College Campus, as well as details about how the Retail and Skills Academy monies would be spent.

84. Sheep Fair / Bow Street, Rugeley Conservation Area: Appraisal and Management Plan Supplementary Planning Document

Consideration was given to the Report of the Interim Head of Economic Development (Item 16.1 – 16.12 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The proposed amendments to the Draft Appraisal and Draft Management Plan Supplementary Planning Document (SPD) for Sheep Fair/Bow Street, Rugeley Conservation Area, as detailed in Appendix 2 of the Report, be approved.
- (B) Authority for any further minor amendments to the above documents be delegated to the Head of Economic Development in consultation with the Economic Development and Planning Portfolio Leader.
- (C) The Appraisal and Management Plan SPD for Sheep Fair / Bow Street, Rugeley Conservation Area (as amended), be adopted, the latter as a Supplementary Planning Document.

Reasons for Decisions

Each Conservation Area in the District was supported by two policy documents, an Appraisal seeking to provide a clear definition of the special architectural or historic interest that warranted its designation as a Conservation Area, and a Management Plan SPD following on from the Appraisal which set out in more detail the means by which the preservation and enhancement of the character and appearance of that Conservation Area might be pursued.

A series of such documents covering each of the District's eight Conservation Areas had been adopted in recent years and the documents for Sheep Fair /

Bow Street completed the Appraisal coverage, leaving several Management Plans still in progress, together with some updates of earlier Appraisals which would form the subject of future Cabinet reports.

The Draft Sheep Fair / Bow Street, Rugeley, Appraisal and Management Plan were considered by Cabinet on 17 April, 2014 when it was resolved that the documents be approved for consultation and that the consultation responses be reported to a future meeting to allow for the finalisation and adoption of the documents as part of the evidence base for the Local Plan.

Consultees expressed their support for the documents and their objectives, suggesting a number of minor alterations and courses of action. Appendix 1 to the Report set out the main issues raised during the consultation and Appendix 2 the proposed amendments to the text.

85. Additional Capital Investment into Culture and Leisure Services as Part of the Council's Financial Recovery Plan

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 17.1 – 17.6 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The preferred capital investment option proposed by Inspiring Healthy Lifestyles (IHL) (as detailed in Report paragraph 3.7) be agreed to in order to deliver the minimum required level of savings of £50,000 per annum from 2019-20.
- (B) Authority be delegated to the Head of Environment and Healthy Lifestyles in consultation with the Culture and Sport Portfolio Leader to agree and facilitate all actions required to implement the preferred option.

Reasons for Decisions

Cabinet, at its meeting held on 15 December, 2016, proposed a series of savings options to deliver a balanced budget in 2019-20 in accordance with the £1.6 million savings requirement identified as part of the Financial Recovery Plan (FRP) process.

Part of the FRP process included reviewing the existing contract for culture and leisure with the Council's provider, IHL, in order to deliver significant savings, circa £210,000 through a reduction in its management fee up to 2019-20.

Part of the management fee reduction, circa £70,000 per annum, was identified by improvements to and streamlining IHL's operational budgets. Those savings were delivered in 2017-18 as proposed.

The balance of the savings to be achieved required IHL to develop their preferred capital investment proposal to deliver a minimum of £50,000 revenue savings by 2019-20 for the extended contract term.

Over the proposed extended contract period this equated to a savings target of £650,000.

IHL focussed investment at Cannock Chase Leisure Centre and considered four possible options which were set out in section 5 of the Report.

IHL's options appraisal informed by the capital cost assessments and business

plan projections through to the end of the extended contract term taking into account operational expenditure and income alongside capital funding solutions identified a clear preference for option 2.

Option 2 – gym refurbishment, introduction of virtual fitness to the existing studio, conversion of the bowling green to an indoor cycling studio, functional studio and multi-purpose studio. It also included the provision of bowling mats to provide a programme within the sports hall. The capital cost was estimated to be £521,891 and projected savings of £902,987.

This option would create a high quality and unique fitness experience which delivered the savings required by the Council and the risk would sit with IHL. IHL would be responsible for identifying any additional operational efficiencies to bridge and gap between the revenue impact of the project and the management fee reduction required by the Council.

There was a requirement for the Council to act as a Guarantor for IHL in order to provide the capital funding solution to deliver the project, and for providing a Waiver, the implications of which were set out in the legal implications of the Report.

The meeting closed at 4:45 p.m.

LEADER