

**Cannock Chase Council**  
**Minutes of the Meeting of the**  
**Cabinet**

**Held on Thursday 15 September 2022 at 6:00 p.m.**

**In the Esperance Room, Civic Centre, Cannock**

**Part 1**

**Present:**

Councillors:

Lyons, O.	Leader of the Council
Jones, B.	Deputy Leader of the Council and Community Safety & Partnerships Portfolio Leader
Sutherland, M.	District and High Street Development Portfolio Leader
Johnson, J.P.	Environment and Climate Change Portfolio Leader
Jones, V.	Health, Wellbeing, and Community Engagement Portfolio Leader
Fitzgerald, A.A.	Housing, Heritage, and Leisure Portfolio Leader
Hughes, R.J.	Innovation and Resources Portfolio Leader

**37. Apologies**

None received.

**38. 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.

**39. Updates from Portfolio Leaders**

**(i) Leader of the Council**

The Leader updated in respect of the following:

**Her Majesty, Queen Elizabeth II**

Last Thursday, 8 September, marked the darkest of days with the passing of our Queen, Her Majesty Queen Elizabeth II.

The Council joined local communities across Cannock Chase, the nation, the Commonwealth, and wider communities across the world in collectively mourning the loss of our nation's longest serving monarch.

Our Queen was the beacon of courage that had shaped our nation throughout her seventy-year reign, leading us through dark and difficult times, whilst bringing the nation together in times of celebration.

Recollecting on the last couple of years alone, we remember the comforting words of hope offered by Her Majesty during the Covid-19 pandemic in a national address during the lockdown period that reassured us that “We would indeed meet again”. Comparing that to only three months ago, when communities and neighbourhoods up and down the nation joined together and lit beacons to celebrate Her Majesty’s Platinum Jubilee.

May we fondly and warmly remember our Queen and take strength and inspiration from her unwavering dedication, a lifetime of service - illustrated by the fact that only last Tuesday, she invited the new Prime Minister, Liz Truss, to form a government.

The Leader personally felt a deep sense on loss, and on behalf of the Cabinet, paid tribute to the Queen. All present then joined the Leader in a two-minute silence to the Queen. At the end of the silence the Leader said, ‘God Bless you Ma’am’.

Continuing with the update, the Leader then advised that the Chairman of the Council, Councillor Martyn Buttery, had summonsed full Council for an Extraordinary Meeting on Wednesday 21 September at 6pm, at which the Leader would present a Motion to address His Majesty King Charles III. Cabinet and Councillors would have an opportunity to pay tribute to the Queen and mark the King’s accession to the throne.

The Chairman of the Council also delivered the proclamation from the steps of the Civic Centre at 2:30pm on Sunday 11 September, which announced the King’s accession to the throne to residents of Cannock Chase.

During the period of national mourning, the flags would remain at half-mast and the book of condolence would remain open. Located in the Civic Centre, it would this evening be open to the public until 8:00pm. It would open again on Friday between 9am to 6pm, Saturday 10am to 4pm, and on Monday afternoon, following Her Majesty’s funeral. If residents were unable to attend the Civic Centre, then they could send their tribute in via email to the ‘Civic’ email address, or in the post, and their messages would be added.

There were also local books of condolence located, amongst others, at St. Augustine’s Church, Rugeley; St. Michael’s Church, Brereton; St. Luke’s Church, Cannock; the Rugeley Rose theatre, in Rugeley town centre; and the Pye Green Community Centre, Hednesford. There was also the national online book of condolence.

Should residents wish to leave floral tributes, dedicated areas had been identified on the lawns of St. Luke’s Church, lawns of St. Augustine’s Church, and around the clock tower in Hednesford. On Sunday 11 September, the Leader placed a floral tribute at the Jubilee Bench in the Mindfulness Garden in Rugeley town centre and reading the messages and tributes from others had been incredibly moving.

On Sunday 18 September, Cannock Chase would join the moment of National Reflection at 8:00pm, giving people the opportunity to spend a moment remembering and reflecting upon Her Majesty’s service from wherever they may be at that time, whether that be privately at home, with friends and family, or out on doorsteps with neighbours.

Finally, the State Funeral would be taking place on Monday 19 September at Westminster Abbey, with the day having been declared a national Bank Holiday. As such, the Council offices and Cannock and Rugeley leisure centres would be closed. No bin collections would take place that day either, so Members were politely asked to inform residents that collections would run one day behind for the remainder of the week.

**40. Minutes**

**Resolved:**

That the Minutes of the meeting held on 25 August 2022 be approved.

**41. Forward Plan**

The Forward Plan of Decisions for the period August to October 2022 (Item 5.1 – 5.3). was considered.

The Leader confirmed that the report 'Lawn Tennis Association Proposal - Improvements to Tennis Court Provision' was due to be considered at Cabinet on 13 October, not 15 September as stated on the Forward Plan.

**Resolved**

That the Forward Plan of Decisions for the period August to October 2022 be noted.

**42. 4-Year Delivery Plans 2022-26**

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 6.1 - 6.19).

**Resolved:**

That Council, at its meeting to be held on 16 November 2022, be recommended to approve the 4-Year Priority Delivery Plans for 2022-26, as set out in Report Appendices 1A to 1D.

**Reasons for Decision**

Adopting a set of 4-Year Priority Delivery Plans provided a medium-term focus on the delivery of the priorities set out in the Corporate Plan and provided for effective management of limited resources.

**43. Proposed Improvements to Laburnum Avenue Public Open Space**

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 7.1 - 7.9).

**Resolved:**

That:

- (A) The proposed phase 1 improvements to the public open space, as set out the Report and the proposals attached at Report Appendix 1, proceed.
- (B) Council, at its meeting to be held on 16 November 2022, be recommended to include in the 2022-23 Capital Programme the original £121,290 of S106 funds, and grants further funding of £264,189 from S106 funds, to achieve a combined capital project of £385,479.
- (C) Subject to decision (B), above, permission to spend £385,479 from the S106 funds to deliver phase 1 of the Laburnum Avenue Open Space improvement project, as set out in the Report, be granted.

- (D) The investigation of appropriate capital funding opportunities toward funding phases 2 and 3 be approved, thereby enabling a further report to be considered when a clear funding strategy was in place.
- (E) Authority be delegated to the Head of Environment and Healthy Lifestyles, in consultation with the Portfolio Leaders for Housing, Heritage & Leisure and Environment & Climate Change, to agree the project detail and take such actions as necessary to progress the above decisions within approved budgets.

### **Reasons for Decisions**

The proposed improvement scheme at Laburnum Avenue was included within the approved Capital Programme 2021-22, with a balance of £121,290. Having scoped the works in more detail, it was now considered that this sum would be insufficient to fully redevelop the whole site. As such, it was proposed to split the scheme into three separate phases.

S106 funding was currently available for this scheme from the developer, TT Project AML Limited. A figure of £121,290 was already included within the current Capital Programme, and a further £264,189 of S106 funds were required to fully deliver phase 1 of the project.

#### **44. Adoption of the Guide to Houses in Multiple Occupation Space and Amenity Standards**

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 8.1 - 8.23).

#### **Resolved:**

That:

- (A) The 'Guide to Houses in Multiple Occupation Space and Amenity Standards' ('the Standards') as set out in Report Appendix A, be approved, and adopted.
- (B) The Head of Environment and Healthy Lifestyles be authorised to review the Standards and make any amendments in the interests of operational efficiency and / or due to changes in legislation or government guidance.

### **Reasons for Decisions**

Adoption of the Standards would provide Officers with the necessary framework to implement statutory requirements and outline to businesses operating in Cannock Chase the required safety and amenity standards.

#### **45. Revocation and Replacement of Public Spaces Protection Order (Dog Control) 2018**

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 9.1 - 9.21).

#### **Resolved:**

That:

- (A) The revocation of the existing Dog Control Order, as set out in Report Appendix A, be approved (referred to in legislation as 'discharging' the Order).

- (B) The introduction of a new three-year Dog Control Order, as set out in Report Appendix B, be approved.
- (C) The Head of Environment and Healthy Lifestyles be authorised to make all necessary arrangements for the introduction and enforcement of the new Order.

### **Reasons for Decisions**

If the Order were to include additional requirements, then rather than making these changes for the limited life of the existing Order, it was prudent to incorporate these changes and at the same time restore a full three-year period of operation. This required Cabinet to discharge the current Order and approve a new Order.

As a result of consultation, the existing Order had been amended to include tennis courts, multi-use games areas, skateboard parks, cycle (BMX or pump) tracks, and war memorials. The list of play areas had also been updated. Whilst these changes were relatively minor, legislation required adequate consultation, which had been undertaken. The results of the re-consultation were set out in Report Appendix C.

#### **46. Permission to Spend - New Council Website**

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 10.1 - 10.3).

#### **Resolved:**

That:

- (A) Council, at its meeting to be held on 16 November 2022, be recommended to approve the transfer of £70,000 from the IT website reserve to the General Fund Capital Programme for 2022/23 to fund the purchase of a new website platform.
- (B) Subject to decision (A), above, permission to spend £70,000 on the procurement of an updated website platform to ensure the ongoing security of the Council's IT infrastructure be granted.

### **Reasons for Decisions**

It was essential that the Council maintained a website to interact with its customers. Consequently, an updated website platform needed to be procured to minimise the risk of a cyber-attack.

#### **47. Exclusion of the Public**

Consideration was given to the Report of the Head of Finance (Item 11.1 - 11.24).

#### **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, 3, and 6, Part 1, Schedule 12A of the Local Government Act 1972 (as amended).

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**Part 2**

**48. Request for Flexible Retirement**

Consideration was given to the Not for Publication Report of the Head of Housing and Partnerships (Item 12.1 - 12.4).

**Resolved:**

That the payment of actuarial strain resulting from the flexible retirement of employee number 220678 be agreed.

**Reasons for Decision**

A request from flexible retirement had been received from an employee within Housing Maintenance.

It was considered that the loss of 14.8 hours per week could be absorbed within the service with no significant reduction in core service provision. As a result, and subject to Cabinet approval for the payment of the resultant actuarial strain, it was proposed that the request be granted.

**49. Compulsory Purchase Order Land Assembly - Cannock Town Centre Levelling Up Fund**

Consideration was given to the Not for Publication Report of the Head of Economic Prosperity (Item 13.1 - 13.62).

**Resolved:**

That:

- (A) The making of a Compulsory Purchase Order by the Council as a local authority, in respect of land edged red on the boundary plan set out in Report Appendix A be approved, in order to facilitate the regeneration proposals for the Cannock Town Centre Levelling Up Fund scheme as detailed in the Report.
- (B) The Head of Economic Prosperity be authorised, in consultation with the District and High Street Development Portfolio Leader, to take all appropriate actions necessary for the purpose of negotiating the terms and conditions to acquire by agreement, and to enter into agreements necessary to acquire by agreement the land and new rights over land needed to facilitate the regeneration proposals for the Cannock Town Centre Levelling Up Fund scheme as detailed in the Report.

- (C) The Head of Economic Prosperity be authorised, in consultation with the District and High Street Development Portfolio Leader, to undertake all necessary steps conducive and incidental to the progression of the Compulsory Purchase Order in respect of land (or any part thereof) required for the Cannock Town Centre Levelling Up Fund scheme, including the making of the Compulsory Purchase Order and its submission to the Secretary of State, for confirmation, together with the publication and service of all requisite notices on relevant parties, and the negotiation and completion of any necessary agreements and undertakings in order to secure the removal of objections to the Compulsory Purchase Order (where such agreements or undertakings were appropriate), and to prepare for, attend at, and secure the presentation of the Council's case at any public inquiry.
- (D) The Head of Economic Prosperity (or anyone delegated to act on his behalf) be authorised to make any alteration(s) or amendment(s) as deemed necessary and appropriate to any document, statement or plan related to, and/or required for, the Compulsory Purchase Order and the confirmation thereof by the Secretary of State (provided that such amendments or modifications did not include additions to the proposed area of land take indicated by the red line boundary on the plan at Report Appendix A).

### **Reasons for Decisions**

To enable the Council to complete the necessary land assembly and create a clearer unrestricted site area to be able to deliver the regeneration benefits brought about through the Cannock Town Centre Levelling Up Fund scheme.

The meeting closed at 6:50 p.m.

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**Leader**