



Please ask for: Matt Berry
Extension No: 4589
E-mail: mattberry@cannockchasedc.gov.uk

5 July 2023

Dear Councillor,

Cabinet

6:00pm on Thursday 13 July 2023

Meeting to be held in the Council Chamber, Civic Centre, Cannock

You are invited to attend this meeting for consideration of the matters itemised in the following Agenda.

Yours sincerely,

T. Clegg
Chief Executive

To: Councillors:

Johnson, T.B.	Leader of the Council
Newbury, J.A.A.	Deputy Leader of the Council and Regeneration & High Streets Portfolio Leader
Elson, J.S.	Community Wellbeing Portfolio Leader
Muckley, A.M.	Environment and Climate Change Portfolio Leader
Thornley, S.J.	Housing Portfolio Leader
Preece, J.P.T.L.	Parks, Culture, and Heritage Portfolio Leader
Prestwood, J.	Resources and Transformation Portfolio Leader
Fisher, P.A.	<i>Non-voting Observer</i>

Agenda

Part 1

1. Apologies

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

To declare any interests in accordance with the Code of Conduct and any possible contraventions under Section 106 of the Local Government Finance Act 1992.

3. Minutes

To approve the Minutes of the previous meeting held on 15 June 2023 (enclosed).

4. Updates from Portfolio Leaders

To receive and consider oral updates (if any), from the Leader of the Council, the Deputy Leader, and Portfolio Leaders.

5. Forward Plan

Forward Plan of Decisions for July to September 2023 (Item 5.1 - 5.2).

6. Amazon - Rugeley

Report of the Head of Economic Development & Planning (Item 6.1 - 6.4).

Cannock Chase Council
Minutes of the Meeting of the
Cabinet

Held on Thursday 15 June 2023 at 6:00 p.m.
In the Council Chamber, Civic Centre, Cannock

Part 1

Present:

Councillors:

Johnson, T.B.	Leader of the Council
Newbury, J.A.A.	Deputy Leader of the Council and Regeneration and High Streets Portfolio Leader
Elson, J.S.	Community Wellbeing Portfolio Leader
Muckley, A.M.	Environment and Climate Change Portfolio Leader
Thornley, S.J.	Housing Portfolio Leader
Preece, J.P.T.L.	Parks, Culture, and Heritage Portfolio Leader
Prestwood, J.	Resources and Transformation Portfolio Leader

1. Apologies

None received.

2. 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.

3. Updates from Portfolio Leaders

(i) Community Wellbeing

The Portfolio Leader updated in respect of the following:

- **Cannock Chase Can App**

The Cannock Chase Can App had been put forward and shortlisted for, the Local Government Chronicle awards in the 'Innovation' category. Although it had not won an award, it was the only nominee from a District or Borough Council and highlighted the Council's approach to innovation.

Residents were being encouraged to find their way to wellbeing by downloading the new app from Google Play or the App Store and signing up to Cannock Chase Can and creating personal goals to develop individual wellness journeys. The App also provided information about healthy eating, physical activity, and advice about how to make healthier lifestyle choices. Further, it will host a variety of wellness challenges which will be developed by the community, local

organisations, and businesses. All of this would be fun, focussed and easily accessible.

The Leader congratulated the Officers concerned in developing the app, along with the Council's partner, Inspiring Healthy Lifestyles, and the previous administration for supporting and promoting the development.

(ii) Housing

The Portfolio Leader advised that she had had an initial meeting that day with the Head of Housing & Corporate Assets. The Head of Housing & Corporate Assets had given the Portfolio Leader an overview of the range of work and issues currently facing the service, along with pending and future developments.

(iii) Parks, Culture, and Heritage

The Portfolio Leader updated in respect of the following:

- **Residents' Complaints: Play Area in Hawks Green**

The Portfolio Leader advised that Officers had looked into the matter and the area in question was not owned / maintained by the Council. It was believed that the site owner / developer was responsible for maintaining the site in perpetuity. Accordingly, the owner may be in breach of a planning condition and the matter had been referred to the Planning department to deal with.

(iv) Regeneration and High Streets

The Portfolio Leader updated in respect of the following:

- **Compulsory Purchase Order (CPO): Land in Cannock Town Centre**

As part of its £20 million Levelling Up Fund scheme to create a leisure and cultural hub in Cannock town centre, Cannock Chase Council had made a compulsory purchase order and was issuing a legal `Notice of Making a Compulsory Purchase Order`. The notice set out the Council's intention to acquire 65 parcels of land, all located within the town centre.

Compulsory purchase would be a last resort when to assemble the land required for re-development and would be carried out in parallel with negotiations to acquire land by agreement.

4. Forward Plan

Resolved:

That the Forward Plan of Decisions for the period June to August 2023 (Item 4.1 – 4.2) be noted.

5. End of Year Performance Report 2022/23 - Priority Delivery Plans

Consideration was given to the Report of the Head of Transformation & Assurance (Item 5.1 - 5.41).

Resolved:

That the progress and performance for 2022-23 related to the delivery of the Council's priorities as detailed in report Appendices 1a-1d and 2, be noted.

Reason for Decision:

The performance information allowed Cabinet to monitor progress in delivery of the Council's corporate priorities and operational services.

6. Strategic Risk Register

Consideration was given to the Report of the Head of Transformation & Assurance (Item 6.1 - 6.11).

Resolved:

That the Strategic Risk Register be approved, and the progress made in the identification and management of the strategic risks be noted.

Reason for Decision:

Cabinet was required to approve the Strategic Risk Register.

7. Adoption of Contaminated Land Strategy

Consideration was given to the Report of the Head of Operations (Item 7.1 - 7.103).

Resolved:

That the revised Contaminated Land Strategy, as set out in report Appendix 1, be approved, and adopted.

Reason for Decision

To ensure that the Council continued to meet its statutory obligations under Part 2A of the Environmental Protection Act 1990.

8. Permission to Spend - Tennis Courts Refurbishment - Cannock Chase Council

Consideration was given to the Report of the Head of Operations (Item 8.1 - 8.7).

Resolved:

That:

- (A) The contents of the report be noted, and that a further report be received on concessions for tennis fees.
- (B) Authority be delegated to the Parks and Open Spaces Manager to finalise the process of the bid application to the Lawn Tennis Association and enter into contractual agreements under the Lawn Tennis Association's Framework Agreement.
- (C) Budget be added to the Capital Programme and permission to spend granted to spend the expenditure on the tennis courts and path in Cannock Park, Ravenhill Park, and Hednesford Park, as set out in report paragraphs 5.5 and 5.6.
- (D) Authority be delegated to the Parks and Open Spaces Manager to enter into a separate agreement to procure the necessary path work in Cannock Park, which was outside the scope of the Lawn Tennis Association.
- (E) An additional revenue maintenance budget of £1,900 per annum be approved, along with contributions to a new sinking fund for future repairs to the value of £15,600 per annum.

Reasons for Decisions

The Council's tennis courts needed significant investment. Partnering with the Lawn Tennis Association (LTA) on their ClubSpark programme was a way of achieving that with a minimum capital requirement from the Council, allowing capital funds to be spent elsewhere.

By introducing the ClubSpark system and electronic gating, the Council would improve its tennis provision and accessibility for residents across the District.

Some of the work at Hednesford Park and all the work at Ravenhill Park was out of scope, so the works would need to be funded by the Council. It was important to consider completing the works at the same time so that all the courts were available for play under the new ClubSpark system. It also offered the Council a secure route into accessing the LTA's contractors who had won the tender for regional contracts.

The path network in Cannock Park was refurbished in 2011 but the path from the Stafford Road entrance enroute to the tennis courts was not, due to various discussions with interested parties around the issue of tree removal. The path had now reached the end of its life and was becoming a trip hazard. It had therefore been agreed by all concerned that the trees should now be removed, and the path refurbished. This would need doing regardless of any grant from the LTA.

9. Cabinet Appointed Representatives on Outside Bodies 2023-24

Consideration was given to the Report of the Chief Executive (Item 9.1 - 9.5).

Resolved:

- (A) The appointment of Cabinet representatives to outside bodies for 2023-24, be approved (a copy of the agreed appointments is included as an Annex to these Minutes).
- (B) The Chief Executive, in consultation with the Leader of the Council, be authorised to make appointments to additional outside bodies and amendments to any existing outside bodies, as necessary, throughout the municipal year, which would otherwise be determined by Cabinet.

Reasons for Decisions:

To reflect the wishes of the Cabinet regarding which Members to appoint to those outside bodies listed in Appendix 1 of the report.

For practical purposes, Cabinet was also requested to delegate authority to the Chief Executive, in consultation with the Leader of the Council, to make appointments to any additional outside bodies, and amend existing appointments.

10. Revenues and Benefits Collection Report - Quarter 4

Consideration was given to the Report of the Deputy Chief Executive - Resources (Item 10.1 - 10.24).

Resolved:

That:

- (A) The information regarding collections be noted.

- (B) The updated Billing, Collection and Recovery Policy, as set out in report Appendix 1, be approved.
- (C) The arrears listed in Confidential Appendices 2 and 3 to the report be written off.

Reasons for Decisions:

Whilst the Council's collection rates were traditionally good, regrettably not all the monies owed to the Council could be collected, and so the report recommended the write-off of bad debts that could not be recovered.

11. 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 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 15 June 2023 at 6:00 p.m.

In the Council Chamber, Civic Centre, Cannock

Part 2

12. Permission to Spend - Cannock Town Centre Levelling Up Fund

Consideration was given to the Not for Publication Report of the Head of Economic Development and Planning (Item 12.1 - 12.23).

Resolved:

That:

- (A) The acquisition of units 1-3 Market Hall Street in Cannock Shopping Centre to support delivery of the Levelling Up Fund Cannock town centre project and inclusion in the Council's Capital Programme be approved. This was in support of acquiring third party property interests and was linked to the Council's proposed Compulsory Purchase Order strategy for its Levelling Up Fund project in Cannock town centre.
- (B) Authority be delegated to the Head of Economic Development and Planning in consultation with the Deputy Chief Executive-Place, Deputy Chief Executive-Resources, Head of Law & Governance, and the Regeneration & High Streets Portfolio Leader to finalise all matters related to the acquisition process.
- (C) Permission to spend monies of £330,500 associated with the Cannock town centre Levelling Up Fund project be approved, in accordance with the offer being recommended and associated legal costs.

Reason for Decisions

The Council had secured £20m from the Levelling Up Fund to support the regeneration of Cannock town centre. The Council needed to progress the delivery of the project during 2023/24, and permission to spend from Cabinet was sought to pay for costs associated with the acquisition of third-party property interests' units 1-3 Market Hall Street, Cannock Shopping Centre, from Sisu Cannock Limited.

The meeting closed at 7:02 p.m.

Leader

Cannock Chase Council

Cabinet Appointed Representatives to Outside Bodies for 2023-24

Notes:

- All the below listed positions are appointed on an annual basis at the first Cabinet meeting after Annual Council.
- All bodies have one seat available unless otherwise stated.

Name of Body	Appointed Representative(s)
Cannock Chase AONB Joint Management Committee	Environment & Climate Change Portfolio Leader Substitute: Parks, Culture & Heritage Portfolio Leader
Cannock Park Golf Club Committee	Parks, Culture, and Heritage Portfolio Leader
Local Government Association General Assembly	Leader of the Council Substitute: Deputy Leader of the Council
Local Strategic Partnership (Chase Community Partnership)	<ul style="list-style-type: none"> • Leader of the Council • Community Wellbeing Portfolio Leader • Housing Portfolio Leader • Parks, Culture, and Heritage Portfolio Leader • Leader of the Opposition
Norton Canes Community Partnership	Community Wellbeing Portfolio Leader
PATROL (Parking and Traffic Regulations Outside London) Joint Committee	Environment & Climate Change Portfolio Leader
Poplars Landfill Site Liaison Committee	Environment & Climate Change Portfolio Leader
Staffordshire Destination Management Partnership	Regeneration and High Streets Portfolio Leader (or Head of Economic Development & Planning as nominee)
Staffordshire Police, Fire and Crime Panel	Community Wellbeing Portfolio Leader Substitute: Housing Portfolio Leader
Staffordshire and Stoke-on-Trent Joint Waste Management Board	Environment & Climate Change Portfolio Leader Substitute: Community Wellbeing Portfolio Leader
Staffordshire Playing Fields Association	Parks, Culture, & Heritage Portfolio Leader <i>(Note: Councillor Elson has been appointed to this body separately by full Council).</i>
West Midlands Employers	Leader of the Council

Forward Plan of Decisions to be taken by the Cabinet: July to September 2023

For Cannock Chase Council, a key decision is as an Executive decision that is likely to:

- Result in the Council incurring expenditure or making savings at or above a threshold of 0.5% of the gross turnover of the Council.
- Affect communities living or working in two or more Council Wards.

Representations in respect of any of matters detailed below should be sent in writing to the contact officer indicated alongside each item via email to membersservices@cannockchasedc.gov.uk

Copies of non-confidential items will be published on the Council's website 5 clear working days prior to the relevant meeting date.

Item	Contact Officer / Cabinet Member	Date of Cabinet	Key Decision	Confidential Item	Reasons for Confidentiality	Representation Received
July 2023						
No items.						
August 2023						
Food Law Enforcement Service Plan 2023-25	Head of Economic Development & Planning / Environment & Climate Change Portfolio Leader	10/08/23	Yes	No		N/A
Housing Revenue Account - Creation of New Post	Head of Housing & Corporate Assets / Housing Portfolio Leader	10/08/23	No	No		N/A
Energy Management Strategy	Head of Housing & Corporate Assets / Housing Portfolio Leader	10/08/23	No	No		N/A
Former Tenants' Arrears Recommended for Write-off	Head of Housing & Corporate Assets / Housing Portfolio Leader	10/08/23	No	Yes (Appendices only)	Information likely to reveal the identity of an individual. Information relating to the financial or business affairs of any particular person (including the Council).	N/A

Item No. 5.2

Item	Contact Officer / Cabinet Member	Date of Cabinet	Key Decision	Confidential Item	Reasons for Confidentiality	Representation Received
September 2023						
Environmental / Climate Change Strategy	Head of Operations / Environment and Climate Change Portfolio Leader	14/09/23	Yes	No		N/A

Report of:	Head of Economic Development & Planning
Contact Officer:	Dean Piper
Telephone No:	01543 464 223
Portfolio Leader:	Regeneration & High Streets
Key Decision:	No
Report Track:	Cabinet: 13/07/23

Cabinet
13 July 2023
Amazon - Rugeley

1 Purpose of Report

- 1.1 The purpose of the report is to update Cabinet on Amazon's proposal to close their fulfilment centre in Rugeley, update on the implications and work being done to support affected residents and communities.

2 Recommendation(s)

- 2.1 That Cabinet notes the implications of the proposed closure of the Amazon Fulfilment Centre in Rugeley as set out in the report.
- 2.2 That Cabinet note that a Task Group comprising of the Council and key partners has been established to manage the immediate implications of the proposed closure, with a specific focus on assisting residents who are affected by the proposals.
- 2.3 That Cabinet agrees to receive a report from the Head of Economic Development & Planning in three months to update on the situation.

3 Key Issues and Reasons for Recommendations

Key Issues

- 3.1 On Wednesday 28 June, Amazon UK announced proposals to close its existing fulfilment centre in Rugeley and relocate to a new £500m purpose-built facility in Sutton Coldfield.
- 3.2 Amazon is the largest employer in the District, employing circa 1,000 people and the proposed closure will have an impact on local residents and the surrounding community.

- 3.3 The Council is working with key partners to support those residents affected by the proposed closure and for those who choose not to move to the new facility in Sutton Coldfield or other Amazon locations, to ensure that they can find suitable employment opportunities, wherever possible. The Council is committed to progressing key projects and initiatives identified in its Economic Prosperity Strategy.

Reasons for Recommendations

- 3.4 To ensure that Cabinet are aware of the implications of the proposed closure of Amazon in Rugeley and that the Council and its key partners can appropriately respond to this closure and support residents and the community.

4 Relationship to Corporate Priorities

- 4.1 This report supports the Council's Corporate Priorities for Economic Prosperity and Responsible Council.

5 Report Detail

- 5.1 Amazon moved to its current site on Towers Business Park in Rugeley in 2011. The facility is one of the largest distribution and warehousing units in Staffordshire, totalling approximately 700,000 square feet. The 40-acre site was originally developed by Gazeley UK Ltd, with the main building built speculatively and completed in 2009. Amazon took on the lease for the building on 28 June 2011 and occupied the premises on 9 August 2011.
- 5.2 Amazon is the District's largest employer, employing approximately 1,000 employees. The size of the workforce increases during seasonal periods, with up to 2,000 people working on site during the run up to Christmas. Workers are employed in a variety of occupations ranging from pickers, packers, IT, engineering, maintenance, quality control, health and safety, procurement, HR and finance.
- 5.3 Amazon have invested in the Rugeley site to suit their requirements, with improvements made to the internal configuration of the building, improvements to access to the site, additional parking for HGVs and additional car parking. As a result of the size of the operation at Rugeley, Amazon UK are a significant business rate payer. It should also be noted that Amazon have also invested in local community initiatives and held site tours for local school children, Councillors and community groups.
- 5.4 In January 2023, Amazon UK announced that they were investing in two new fulfilment centres in Sutton Coldfield and Stockton-on-Tees in County Durham.
- 5.5 On Wednesday 28 June, Amazon UK announced that they were proposing to close their existing fulfilment centre in Rugeley, due to its decision to build the new £500m site in Sutton Coldfield. The new site at Sutton Coldfield would employ 1,400 initially with this figure rising to 2,000 in the next three years.
- 5.6 Amazon will shortly be consulting with affected workers at the Rugeley site and have stated that all employees will be offered redeployment opportunities at either

Sutton Coldfield or other Amazon sites within the West Midlands. Amazon have stated that there will be no compulsory redundancies. Amazon estimate that of the 1,000 employees who work at the Rugeley site, approximately 30% of these work within a short commuting distance.

- 5.7 Amazon contacted the Leader of the Council on 28 June to inform him of the proposed closure and officers have since met with representatives of the company and have provided a single point of contact to the Council.
- 5.8 Amazon have stressed that the proposals are still at an early stage, but they would like to have constructive dialogue with the Council and work with partners locally. Should the proposals be agreed, it is anticipated that the closure of the site will take place on a phased basis, with the new site at Sutton Coldfield open and operational by October 2023.
- 5.9 Council officers have convened a Task Group comprised of senior representatives from Staffordshire County Council, Department for Work & Pensions, Cannock College and the National Careers Service to exchange information on what is known about the Amazon proposals, but more importantly to develop a support offer which can be presented to Amazon. This will involve support for local workers that are affected by the proposals, including jobs and careers advice, training / apprenticeship opportunities and deployment of a jobs brokerage service.
- 5.10 Amazon are receptive to working closely with the Council and partners and holding jobs fairs and events at the appropriate time. Amazon have agreed to share with the Council key timescales and milestones, so that a work programme can be developed and agreed between the Task Group and Amazon.
- 5.11 Discussions are taking place between the Council and the Rt Hon Amanda Milling MP, to ensure that all local efforts to support affected residents are co-ordinated effectively. Furthermore, the Council has an existing Amazon Liaison Forum which all District Ward Councillors, Parish Councillors for Brereton & Ravenhill and Town Councillors for Rugeley are invited to and consideration will be given to calling a meeting of this group with Amazon representatives at the appropriate time to facilitate dialogue between Amazon and local Councillors.
- 5.12 It will be important for the Council to work with key partner agencies to mitigate the impact of the closure of Amazon's centre at Rugeley, in terms of the loss of job opportunities and loss of business rates, by delivering against the priorities identified in the Council's Economic Prosperity Strategy and by ensuring that the District has a good pipeline of projects/initiatives to create new jobs and investment.

6 Implications

6.1 Financial

The Rateable value of the site is £2,920,000 with an annual payable amount of £1,495,040. The potential estimated impact on the Council's budget of the site not being fully occupied on an ongoing basis is a reduction in business rates income of £448k.

There is significant uncertainty at present as to the intentions of the landlord with regards to the site. Should a site clearance and redevelopment take place then the Council will make a full loss on the income budgeted for the site. Alternatively, if the site is occupied immediately after Amazon vacate there will be a minimal impact on the Council's budget position.

6.2 Legal

The legal implications are set out in the report.

6.3 Human Resources

Not applicable.

6.4 Risk Management

The Council will aim to mitigate the loss of local jobs by working pro-actively with Amazon, Staffordshire County Council, and other partners to find suitable alternative employment and training opportunities for affected residents. The Council will aim to mitigate the loss of business rates payable on the Amazon unit, by working pro-actively with the site owner and the county wide Inward investment service, to identify potential occupiers.

6.5 Equality & Diversity

Equality Impact Assessments will be applied to individual projects/interventions provided by the Council and/or its partners.

6.6 Climate Change

Not applicable.

7 Appendices to the Report

None

Previous Consideration

None

Background Papers

[Cannock Chase Economic Prosperity Strategy 2022-2032](#)