



Cannock Chase Council

Council Meeting

Wednesday 20 July 2022 at 6:00pm

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

Part 1

Notice is hereby given of the above-mentioned meeting of the Council, which you are summoned to attend for the purpose of transacting the business set out below:

- 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.
Members should refer to the guidance included as part of this agenda.
- 3. Minutes**

To confirm the Minutes of the Extraordinary Council meeting held on 25 May 2022, Minute Nos. 97 – 99; Page Nos. 59 – 60, and the Annual Council meeting held on 25 May 2022, Minute Nos. 1 - 15; Page Nos. 1 - 9.
- 4. Presentation of Certificates to Aldermen and Alderwomen**

The Chair to present certificates to those former councillors appointed as Honorary Aldermen and Alderwomen at the Extraordinary Council meeting held on 25 May 2022.
- 5. The Chairman's Announcements and Correspondence**

To receive any announcements and correspondence from the Chairman of the Council.

6. The Leader’s Announcements and Correspondence

To receive any announcements and correspondence from the Leader of the Council.

7. Changes to Membership of Committees etc. 2022/23

To receive notification from the Conservative Group Leader of a change in membership of the Licensing and Public Protection Committee that requires approval by Council:

- Current appointee: Councillor P.C. Theodorou
- Replacement appointee: Councillor P. Kruskonjic

8. Council Appointed Representatives to Outside Bodies 2022/23

To appoint a substitute member to the Staffordshire County Council Health and Care Overview Scrutiny Committee from the following nominations as submitted by Group Leaders:

- Conservative Group nominee: Councillor P. Kruskonjic
- Chase Community Independents & Green Group nominee: Councillor J.S. Elson

9. Recommendations Referred from Cabinet, Committees etc.

Council is requested to consider recommendations from the Cabinet meetings held on 28 April, 16 June, and 14 July, 2022, in respect of the following matters:

(i) Permission to Spend on Parks & Open Spaces Vehicles and Equipment (Cabinet 28/04/22, Minute No. 109)

“That:

Council be recommended to approve:

- (i) The inclusion in the Capital Programme of the purchase of replacement grounds maintenance machinery, vehicles, and infrastructure (fencing); and
- (ii) The moving of £113,000 into the Capital Programme from the Grounds Maintenance Trading Reserve to supplement the £89,000 already included to fund the purchases (totalling £202,000).”

A copy of the accompanying report for the above recommendation can be viewed on the [28 April 2022 Cabinet](#) meeting page on the Council’s website.

(ii) Proposed Play Area Refurbishments and Access Arrangements - Open Space at Wellington Drive, Cannock (Cabinet 16/06/22, Draft Minute No. 10)

“That Council be recommended to include £118,000 from existing S106 funds into the Capital Programme for 2022-23.”

A copy of the accompanying report for the above recommendations can be viewed on the [16 June 2022 Cabinet](#) meeting page on the Council’s website.

(iii) Local Development Scheme 2022 (Cabinet 14/07/22)

“That Council, at its meeting to be held on 20 July, 2022, be recommended to approve the revised Local Development Scheme covering the period July, 2022 to April 2025

(as detailed in Appendix 1 of the report) and that it can be brought into effect on 1 August 2022.”

A copy of the accompanying report for the above recommendation can be viewed on the [14 July 2022 Cabinet](#) meeting page on the Council's website.

10. Comments and Questions on Part 1 Minutes of Cabinet, Committees, Sub-Committees and Panels under Rule 9

To receive any comments or questions submitted under Rule 9 on Part 1 Minutes of meetings of Cabinet, Committees, Sub-Committees or Panels as included in the Minutes Record circulated alongside this agenda.

11. Constitution Amendments

Joint Report of the Head of Governance and Corporate Services and the Monitoring Officer (Item 11.1 - 11.10).

12. Local Boundary Review Working Group Proposals to Local Government Boundary Commission for England (LGBCE) for Initial Consultation

Report of the Local Boundary Review Working Group (Item 12.1 - 12.22)

Cannock Chase Council

Council Meeting

Wednesday 20 July 2022 at 6:00pm

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

Part 2

13. Comments and Questions on Part 2 Minutes of Cabinet, Committees, Sub-Committees and Panels under Rule 9

To receive any comments or questions submitted under Rule 9 on Part 2 Minutes of meetings of Cabinet, Committees, Sub-Committees or Panels as included in the Minutes Record circulated alongside this agenda.



**T. Clegg
Chief Executive**

12 July 2022

Guidance on Declaring Personal, Pecuniary, and Disclosable Pecuniary Interests at Meetings

Definition of what is a Personal, Pecuniary and Disclosable Pecuniary Interest

A Personal Interest is one where your well-being or financial position, or those of a member of your family or any person with whom you have a close association would be affected to a greater extent than the majority of Council Tax payers, ratepayers, or inhabitants of the electoral ward(s) affected by the decision. You automatically have a personal interest if you have given notice in the Register of Members' Interests, e.g. if you are appointed to an outside body by the Council.

A Pecuniary Interest is a personal interest where the matter

- a) affects your financial position or that of a member of your family or any person with whom you have a close association or a body in which you have registered in the Register of Members Interests or
- b) relates to the determining of any consent, licence, permission or registration in relation to you or any person with whom you have a close association or a body in which you have registered in the Register of Members Interests

and, in either case, where a member of the public knowing the facts would reasonably regard the interest as so significant it is likely to affect your judgement of the public interest

A Disclosable Pecuniary Interest is an interest of yourself or your partner (which means spouse or civil partner, a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners) in respect of employment, office, trade, profession or vocation carried out for profit or gain; sponsorship; contracts; land; licences; corporate tenancies; or securities, as defined with the Localism Act, 2011.

Please make it clear whether it is a Personal, Pecuniary or Disclosable Pecuniary Interest

It would be helpful if, prior to the commencement of the meeting, Members informed the Monitoring Officer of any declarations of interest, of which you are aware. This will help in the recording of the declarations in the Minutes of the meeting.

Declaring Interests at Full Council

The Code of Conduct requires that personal interests where you have a personal interest in any business of the Council, and where you are aware or ought reasonably to be aware of the existence of the personal interest, and you attend a meeting of the Council at which the business is considered, you must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

Some items will be mentioned in the papers for full Council but are not actually being considered by Full Council. In such circumstances the Monitoring Officer's advice to Members is that there is no need to declare an interest unless the particular matter is mentioned or discussed. As a general rule, Members only need to declare an interest at full Council in the following circumstances:

- Where a matter is before the Council for a decision and/or
- Where the matter in which the Member has an interest is specifically mentioned or discussed at the Council meeting.

Cannock Chase Council
Minutes of the Extraordinary Meeting of the Council
Held in the Council Chamber, Civic Centre, Cannock
On Wednesday 25 May 2022 at 5:00 p.m.

Part 1

Present: Councillors:

Smith, C.D. (Chairman)
Buttery, M.S. (Vice-Chairman)

Arduino, L.	Jones, V.
Bancroft, J.T.	Kraujalis, J.T.
Beach, A.	Kruskonjic, P.
Boucker, A.S.	Lyons, N.
Cartwright, S.M.	Lyons, O. (Leader)
Elson, J.S.	McCall, M.
Fisher, P.A.	McMahon, J.B.
Frew, C.L.	Molineux, G.N.
Haden, P.K.	Muckley, A.M.
Hoare, M.W.A.	Newbury, J.A.A.
Hughes, R.J.	Pearson, A.R.
Johnson, J.P.	Prestwood, J.
Johnson, T.B.	Theodorou, P.C.
Jones, B.	Thompson, S.L.
Jones, P.G.C.	Thornley, S.J.
Jones, P.T.	Wilson, L.J.

97. Apologies

Apologies were submitted for Councillors S.K. Crabtree, A.J. Dunnett, A.A. Fitzgerald, J. Fletcher, J.P.T.L. Preece, M. Sutherland, and P.E. Woodhead.

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

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

99. Honorary Aldermen / Alderwomen

Consideration was given to the Report of the Chief Executive (Item 3.1 - 3.4).

Resolved (Unanimously)

That:

- (A) Council confers the title of Honorary Alderman / Alderwoman on the following former Councillors (as nominated for that title), in recognition of their eminent services to the Council:
- Mr George Adamson,
 - Mr Frank Allen,
 - Mrs Muriel Davis,
 - Mrs Christine Martin, and
 - Mrs Hyra Sutton.
- (B) Each Honorary Alderman / Alderwoman, as appointed above, be presented with a certificate of recognition at the 20 July 2022 full Council meeting.

The meeting closed at 5:08 p.m.

Chairman

Cannock Chase Council
Minutes of the Annual Meeting of the Council
Held in the Council Chamber, Civic Centre, Cannock
On Wednesday 25 May 2022 at 6:00 p.m.

Part 1

Present: Councillors:

Smith, C.D. (Outgoing Chair)	
Buttery, M.S. (Outgoing Vice-Chair)	
Arduino, L.	Jones, V.
Bancroft, J.T.	Kraujalis, J.T.
Beach, A.	Kruskonjic, P.
Boucker, A.S.	Lyons, N.
Cartwright, S.M.	Lyons, O. (Leader)
Dunnett, A.J.	McCall, M.
Elson, J.S.	McMahon, J.B.
Fisher, P.A.	Molineux, G.N.
Fitzgerald, A.A.	Muckley, A.M.
Frew, C.L.	Newbury, J.A.A.
Haden, P.K.	Pearson, A.R.
Hoare, M.W.A.	Preece, J.P.T.L.
Hughes, R.J.	Prestwood, J.
Johnson, J.P.	Theodorou, P.C.
Johnson, T.B.	Thompson, S.L.
Jones, B.	Thornley, S.J.
Jones, P.G.C.	Wilson, L.J.
Jones, P.T.	Woodhead, P.E.

1. Outgoing Chair's Remarks

(i) New and Re-elected Councillors

The following newly elected Members were welcomed on to the Council

- Councillor J. Prestwood, Cannock East ward
- Councillor S.J. Thornley, Cannock North ward
- Councillor A.R. Pearson, Cannock South ward
- Councillor J.T. Bancroft, Cannock West ward

- Councillor J. Fletcher, Etching Hill and The Heath ward
- Councillor P.C. Theodorou, Hawks Green ward
- Councillor P.T. Jones, Hednesford Green Heath ward
- Councillor J.S. Elson, Rawnsley ward.

The following re-elected Councillors were then welcomed back on to the Council:

- Councillor P.A. Fisher, Brereton and Ravenhill ward
- Councillor M.S. Buttery, Heath Hayes East and Wimblebury ward
- Councillor S.M. Cartwright, Hednesford North ward
- Councillor J.P.T.L. Preece, Norton Canes ward
- Councillor O. Lyons, Western Springs ward.

(ii) Former Councillors

At the Council meeting held on 27 April, thanks were given to those Members who were retiring at the May election, for their service and dedication to the residents of Cannock Chase and this Council. Those former Members had been invited to attend today's meeting to be presented with a certificate of recognition of service. The following were present and were called forward to receive their certificates.

- P.M. Hewitt, four years' service
- C.L. Wilkinson, four years' service
- P.T. Witton, eight years' service
- H.M. Sutton, fourteen years' service
- G. Adamson, twenty-five years' service.

Unfortunately, the following former Members could not attend the meeting, and so would receive their certificates separately:

- P.D. Startin, four years' service
- M.A. Davis, twenty-four years' service
- F.W.C. Allen, forty-five years' service.

(iii) Review of the Year

The retiring Chairman said that it had been an honour to represent the District as Chair of the Council for the last 12 months. It had not quite turned out to be the year that he had hoped, with coming out of the Coronavirus pandemic being difficult for Civic heads and their offices. It was pleasing to note however that things were starting to pick up and the opportunities to represent the District at prestigious events and occasions were forthcoming.

That was not to say however that there hadn't been the opportunity to attend some wonderful and quite memorable engagements. The 'blow-down' of the Rugeley power station chimneys was the first engagement attended, and it could not have been a more memorable and historic occasion. One of the last events attended was the launch of the new biking facilities at Birches Valley, a legacy of the Mountain Biking event for the Commonwealth Games. This was going to be great for the District in August.

In between, there had been the pleasure of meeting neighbouring Civic heads, joining them at some wonderful functions and making some lifelong friends along the way.

(iv) Chair's Consort

The retiring Chairman then took a moment to thank his wife and consort, Pam, for her support over the last year. She had enjoyed attending the events and was thanked for giving up her precious time to be by the Chair's side. Pam was called forward to be presented with the past consort's badge as a small token of appreciation for all she had done over the past year.

Finally, thanks were given to Members and Officers for their support and encouragement during the Chair's year in office.

(v) Chair's Charities

As Members would recall, at the start of the year as Chair, the Chairman had announced his chosen charity as Stafford and District Riding for the Disabled. This was an organisation very close to his heart, and it was a pleasure to have been able to fundraise for them. It was known how much every penny mattered to such organisations, and that it was getting harder each year to raise vital funds.

Three members of the association had been invited to the meeting to be presented with the fundraising donation, these being the Chair, Fiona Round, and Mary and Richard Brumby. Richard was one of the association's riders, and Mary was his mother. In total, £943 had been raised, which was to be rounded up to £1000. Fiona, Mary, and Richard were then called forward to be presented with their cheque.

(vi) Youth Endeavour Award

The final item prior to the commencement of the formal business of the meeting was the presentation of the Youth Endeavour Award.

The award was given to a young person between the ages of 11 and 18 who lived in the District and had made an outstanding contribution to their community, shown great bravery, or helped others in some way. The Council believed that such people should be recognised and encouraged and be proud of their achievements.

From the nominations received this year, it was decided the award should go to a young lady by the name of Bethany Butler who was fifteen years old.

Bethany was nominated by Ms. Angela Bird, a teacher at Hednesford Valley High School, the school that Bethany attends. The nomination as submitted was:

"Bethany will always go above and beyond to work with students less able than herself. She does this without hesitation to ensure they are meeting their full potential, working with those that can display more challenging behaviour.

Bethany participates in clubs during her free time (lunch and break) to support again, more vulnerable students. She does this with compassion, thoughtfulness, and kindness. She understands how difficult life can be to those that are considered vulnerable and the 'forgotten ones in the wider community' as she herself has experienced this first-hand and is determined to show that she can overcome any hurdle that she is faced with.

Bethany herself has overcome many personal issues to flourish into the determined young lady that she is becoming, whilst remaining to be kind, caring, thoughtful, and respectful of others.

Bethany is an asset to our school!"

Ms. Bird's words summed up perfectly the reasons why Bethany was more that deserving of the award. She was a real credit to her school, but also a credit to the community and a perfect role model for her peers.

Bethany was then called forward to collect the award and all Members joined in congratulating her.

2. Apologies

Apologies were submitted for Councillors S.K. Crabtree; J. Fletcher; and M. Sutherland.

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

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

4. Election of a Chair of the Council

Councillor O. Lyons nominated Councillor M.S. Buttery to be Chair of the Council for the 2022-23 municipal year, which was seconded by Councillor B. Jones.

No other nominations were received, and so the matter was duly put to a vote.

Resolved:

That Councillor M.S. Buttery be elected Chair of the Council for the 2022-23 municipal year.

Councillor M.S. Buttery thereupon read and signed the Acceptance of Office and took the Chair.

The new Chair announced that his chosen charities for the year would be Help A Squaddie and the Heath Hayes Community Table.

(Councillor M.S. Buttery in the Chair)

5. Election of a Vice-Chair of the Council

Councillor O. Lyons nominated Councillor P.G.C. Jones to be Chair of the Council for the 2022-23 municipal year, which was seconded by Councillor B. Jones.

No other nominations were received, and so the matter was duly put to a vote.

Resolved:

That Councillor P.G.C. Jones be elected Vice-Chair of the Council for the 2022-23 municipal year.

Councillor P.G.C. Jones thereupon read and signed the Acceptance of Office.

6. Minutes

Resolved:

That the Minutes of the Meeting held on 27 April 2022 be approved as a correct record.

7. The Chair's Announcements and Correspondence

(i) Minute's Silence

As Members were aware, on 11 May, the Council's Finance Manager, Marianne Sheppard, sadly passed away following a short illness.

Marianne was described as an amazing colleague and an asset to the Finance team and would be sorely missed in so many ways.

The Council's thoughts were with Marianne's Family, friends and colleagues at a very difficult time, and all present joined the Chair in a minute's silence to show their respects.

8. Election of the Leader of the Council

Councillor B. Jones nominated Councillor O. Lyons to be the Leader of the Council, which was seconded by Councillor A.A. Fitzgerald.

No other nominations were received, and so the matter was duly put to a vote.

Resolved:

That Councillor O. Lyons be elected Leader of the Council to hold office in accordance with the Constitution.

Councillor Lyons thereupon declared and signed the Acceptance of Office.

9. Leader's Announcements and Correspondence

(i) Welcome to New and Returning Councillors

As mentioned by the previous Chair earlier in the meeting, those Members who had been newly / re-elected at the District Council elections held on 5 May were welcomed on to the Council.

(ii) Boundary Review

As Members were aware, the Local Government Boundary Commission for England (LGBCE) was in the process of undertaking a review that would substantially change the political map of Cannock Chase.

The Commission recently published its initial recommendations that would reduce the number of councillors from 41 to 36.

The Commission was now consulting on its proposals and seeking feedback from local residents and organisations. The initial consultation period would run for 10 weeks, until 1 August.

It was felt vital that Members contribute to this process, and therefore, it was recommended a cross-party working group be established to provide a 'Council' response to the consultation. While it was hoped to be able to submit a 'consensus' response, it would not preclude political groups and individual councillors from submitting their own responses.

(iii) Rollout of Blue Recycling Bags

The Council had moved to having paper and cardboard recycling collected separately in blue bags as it was committed to reducing carbon emissions and protecting the environment, with the primary aim being to improve recycling rates. Separating paper

and cardboard from other recyclables would prevent contamination, meaning more products could be recycled.

Recycling would still be collected at the same time and collection days would remain the same. The new collection vehicles had separate compartments for the different materials.

Many areas of Staffordshire had changed to this 'dual-stream' method of recycling at the same time as this Council. Other areas had however experienced issues surrounding the size of bags, which this District did not.

Due to the need to improve recycling, improve the circular economy, and move toward net zero, this was being encouraged and was something the recycling industry had been asking to happen for some time.

The move to dual-stream was not cheaper, nor was it a cost-cutting exercise. National policy had changed and to incentivise improving recycling rates, it would cost this Council four times more to dispose of waste this year if it had chosen to keep the previous arrangements. This would be an additional cost for effectively the same service, which could not justifiably be passed on to local taxpayers. Furthermore, if the change had not been made, the Council would not be fulfilling its commitment to reduce emissions or working to protect the environment.

(iv) Fly-Tipping

The Council was fighting to tackle illegal fly-tipping and improve the local environment for residents.

The Council's Environmental Health team had traced the origins of household waste, broken chipboard, metal, and building rubble dumped along Wyrley Lane. The team provided evidence in court, which helped to secure a successful conviction.

(v) Levelling Up Fund Project

The Council had been awarded £20m by the Government for redevelopment of Cannock town centre.

The Council was committed to ensure the redevelopment was right and that it benefited the residents it served.

A Cannock town centre 'perception survey' had been launched to seek the views of residents, visitors and business owners and their current perceptions of the area. Thoughts were wanted on the town centre's current state, and what should happen next.

Members were encouraged to take part in the survey, accessible via the Council's website, and encourage others to do so too.

(vi) Commonwealth Games Baton Relay

The Council had been delighted to announce that the Queen's Baton Relay would be welcomed to the District ahead of the Commonwealth Games later in the summer.

The Relay would be travelling throughout the UK for 29 days, beginning on 2 June, and finishing on 28 July at the Opening Ceremony for the Games.

The Baton would be in the District on 23 July, travelling through Rugeley, Hednesford and Cannock. It would arrive at Wolseley Road, Rugeley, at 3:14pm and make its way to Horsefair. It would then arrive at Hednesford Park at 3:51pm and finish in

Hednesford town centre before arriving at Church Street, Cannock, at 4:47pm and move toward Park Road.

Baton bearers would have the honour of carrying the baton as it progressed along the route, each one with a truly inspirational story.

(vii) Perry's Trail

On Friday 20 May, the Leader, along with the Housing, Heritage, and Leisure Portfolio Leader (Councillor A.A. Fitzgerald), attended the official opening of the new cycling facilities at Birches Valley.

It was great to see the new facilities as it could be hard to visualise it all linking together from the designs seen at each stage, particularly the new 'Perry's Trail', which was a medium level family trail, and would be the trail used for the Commonwealth Games Mountain Biking event.

Also in place was the new 'pedal and play' - a mountain biking adventure aimed at children aged 3-11, with three stages that were suitable for those just learning to ride, through to those with a wealth of experience. Schools were invited to Friday's opening and coaching sessions took place with British Cycling.

The project was led by Forestry England and funded and supported by this Council, Staffordshire County Council, Sports England, and British Cycling.

It was also a great opportunity to welcome the Commonwealth Games Minister, Nigel Huddleston MP, to Cannock Chase.

10. Form and Composition of the Cabinet

The Leader of the Council, Councillor O. Lyons, notified the Council of the form and composition of the Cabinet for 2022-23:

Councillor	Portfolio
Lyons, O.	Leader of the Council
Jones, B.	Deputy Leader of the Council and Community Safety and 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

11. Leader of the Opposition

The Chair called upon the Leader of the largest opposition group to confirm their acceptance of office as Leader of the Opposition.

Councillor T.B. Johnson (Labour) confirmed acceptance of office as Leader of the Opposition.

12. Form and Composition of the Shadow Cabinet

The Leader of the Opposition, Councillor T.B. Johnson, notified the Council of the form and composition of the Shadow Cabinet for 2022-23:

Councillor	Shadow Portfolio
Johnson, T.B.	Leader of the Opposition
Newbury, J.A.A.	Deputy Leader of the Opposition and Environment and Climate Change Shadow Portfolio Leader
Prestwood, J.	Community Safety and Partnerships Shadow Portfolio Leader
Pearson, A.R.	District and High Street Development Shadow Portfolio Leader
Kraujalis, J.T.	Health, Wellbeing, and Community Engagement Shadow Portfolio Leader
Preece, J.P.T.L.	Housing, Heritage, and Leisure Shadow Portfolio Leader
Thornley, S.J.	Innovation and Resources Shadow Portfolio Leader

13. Allocation of Seats to Committees and Other Bodies

Consideration was given to the Report of the Chief Executive (Item 12.1 - 12.4).

Resolved:

That the allocation of seats to the different Political Groups to the Council's committees and other bodies, as set out in Appendix 1 of the report, be confirmed.

14. Appointment of Members, Chairs and Vice-Chairs to the Council's Committees, Sub-Committees and Other Bodies for 2022-23.

A schedule setting out the nominations provided by each of the Political Group's Leaders for Members to be appointed to committees, sub-committees, and other bodies, together with nominations for the appointments of Chairs and Vice-Chairs (Item 13.1 - 13.6), as circulated in advance of the meeting, was moved by the Leader.

Resolved:

That:

- (A) The membership of the Council's committees, sub-committees, and other bodies for the 2022-23 municipal year, as set out in the schedule circulated in advance of the meeting, be agreed.
- (B) The Chairs and Vice-Chairs of the Council's committees, sub-committees, and other bodies for the 2022-23 municipal year be as per the below:

Committee / Other Body	Chair (Councillor)	Vice-Chair (Councillor)
Economic Recovery Scrutiny Committee	L.J. Wilson	A.R. Pearson
Financially Resilient Council Scrutiny Committee	J.B. McMahon	T.B. Johnson

Committee / Other Body	Chair (Councillor)	Vice-Chair (Councillor)
Health & Wellbeing Scrutiny Committee	P.K. Haden	J.A.A. Newbury
Planning Control Committee	S.L. Thompson	A. Beach
Licensing and Public Protection Committee	L. Arduino	S.M. Cartwright
Audit & Governance Committee	P.G.C. Jones	J.T. Kraujalis
Standards Committee	C.D. Smith	J.P.T.L. Preece
Trade Union Consultative Forum	C.L. Frew	N/A

15. Council Appointed Representatives on Outside Bodies 2022-23

Consideration was given to the Report of the Chief Executive (Item 14.1 - 14.3+ Appendix 1, (as tabled at the meeting)).

A copy of Appendix 1 to the report, setting out the schedule of proposed Council appointments to representatives on outside bodies for the 2022-23 municipal year was tabled at the start of the meeting.

Members agreed to suspend Council Procedure Rule 15(8) for voting purposes, and then determined the appointments.

Following votes being taken for those bodies where the number of nominations were greater than the number of seats available, or too few nominations had been received in advance, it was:

Resolved:

That:

- (A) The Council's representatives on outside bodies for the 2022-23 municipal year, as detailed in the schedule included as an Annex to these Minutes, be approved.
- (B) The Chief Executive, in consultation with the Political Group's Leaders, makes appointments to additional outside bodies, and / or amendments to any existing outside bodies, as necessary, throughout the municipal year.
- (C) In the event of the Political Group's Leaders failing to agree nominations to outside bodies as referred to in decision (B), above, the appointment would then be a matter for determination by Council.
- (D) The Chief Executive, when appointing representatives to outside bodies, be authorised to determine which of the appointments should be classed as an 'approved duty' for the purposes of claiming travel and subsistence expenses.

The meeting closed at 7:32 p.m.

Chairman

Council Appointed Representatives to Outside Bodies for 2022-23

Descriptors for letters shown in brackets after Members' names:

- (C) = Conservatives
- (L) = Labour
- (Ind.) = Independent

Name of Body	Date of Retirement	Representatives
Barbara Bird Memorial Fund	2024 Annual Meeting	Cllr M. McCall (C)
Beaudesert Sports Field and Recreation Ground Charity Management Committee	2023 Annual Meeting	Cllr. M. Buttery (C)
Cannock Advice Centre	2023 Annual Meeting	Cllr. P. Haden (C) Cllr. P.G.C. Jones (C) Cllr. P. Kruskonjic (C)
Cannock Bowling Green Trust	2023 Annual Meeting	Cllr. P.G.C. Jones (C) Cllr. V. Jones (C) Cllr. J. Kraujalis (L) Cllr. D. Smith (C)
Cannock Chase Arts Council	2023 Annual Meeting	Cllr. M. McCall (C) Cllr. J. Prestwood (L) Cllr. P. Theodorou (C)

Annex

Name of Body	Date of Retirement	Representatives
Cannock Conduit Trust	Upon retirement from the Council	Cllr. A. Beach (Ind) Cllr. T. Johnson (L) Cllr. J. Kraujalis (L) Cllr. P. Kruskonjic (C) Cllr. D. Smith (C)
Cannock Wood and Gentleshaw Village Hall Management Committee	2023 Annual Meeting	Cllr. M. Buttery (C)
Charity for the Provision of Allotments for the Labouring Poor of the Ancient Parish of Rugeley	2023 Annual Meeting	Cllr. L. Arduino (C) Cllr. N. Lyons (C)
	2026 Annual Meeting	Cllr. M. Buttery (C)
Charity for the Provision of a Recreation Ground for Inhabitants of the Ancient Parish of Rugeley	2023 Annual Meeting	Cllr. A. Boucker (C) Cllr. R. Hughes (C) Cllr. N. Lyons (C)
Chetwynd Charity	2024 Annual Meeting	Cllr. C. Frew (C) Cllr. J. Johnson (C)
	2026 Annual Meeting	Cllr. A. Boucker (C) Cllr. R. Hughes (C)
Etching Hill Village Hall Committee	2023 Annual Meeting	Cllr. J. Johnson (C)

Annex

Name of Body	Date of Retirement	Representatives
Foundation of Clara Caroline Walhouse and the John Wood and Walhouse Church of England School Foundation	2024 Annual Meeting	Cllr. J. Bancroft (C)
Greater Birmingham and Solihull LEP Joint Scrutiny Committee	2023 Annual Meeting	Cllr. P. Theodorou (C)
Greater Birmingham and Solihull LEP Joint Scrutiny Committee (Substitute Member)	2023 Annual Meeting	Cllr. J. McMahon (C)
Landor Society	2023 Annual Meeting	Cllr. L. Arduino (C) Cllr. J. Fletcher (C)
Longdon (Cotton) Almshouses	2025 Annual Meeting	Cllr. R. Hughes (C)
	2026 Annual Meeting	Cllr. J. Johnson (C)
National Association of Councillors	2023 Annual Meeting	Cllr. P.G.C. Jones (C) Cllr. D. Smith (C)
Norton Canes Community Centre	2023 Annual Meeting	Cllr. S. Thompson (C)

Annex

Name of Body	Date of Retirement	Representatives
Poplars Landfill Site Liaison Committee	2023 Annual Meeting	Cllr. A. Fitzgerald (C) Cllr. P. Haden (C) Cllr. M. Hoare (C) Cllr. P. Kruskonjic (C) Cllr. J. Newbury (L) Cllr. A. Pearson (L) Cllr. P. Theodorou (C)
Shoal Hill Common Joint Committee	2023 Annual Meeting	Cllr. J. Bancroft (C) Cllr. D. Smith (C)
Slitting Mill Village Hall Committee	2023 Annual Meeting	Cllr. J. Fletcher (C)
Staffordshire County Council Corporate Parenting Panel	2023 Annual Meeting	Cllr. B. Jones (C)
Staffordshire County Council – Health and Care Overview Scrutiny Committee <i>(Co-opted Member)</i>	2023 Annual Meeting	Cllr. P. Haden (C)
Staffordshire County Council – Health and Care Overview Scrutiny Committee <i>(Substitute Member)</i>	2023 Annual Meeting	Cllr. S. Thompson (C)
Staffordshire Playing Fields Association	2023 Annual Meeting	Cllr. P.T. Jones (C)

Annex

Name of Body	Date of Retirement	Representatives
West Midlands Combined Authority <i>(Non-Constituent Member)</i>	2023 Annual Meeting	Cllr. O. Lyons (C)
West Midlands Combined Authority <i>(Substitute Member 1)</i>	2023 Annual Meeting	Cllr. B. Jones (C)
West Midlands Combined Authority <i>(Substitute Member 2)</i>	2023 Annual Meeting	Cllr. M. Sutherland (C)
West Midlands Combined Authority - Overview & Scrutiny Committee <i>(Voting Member)</i>	2023 Annual Meeting	Cllr. M. Sutherland (C)
West Midlands Combined Authority Overview & Scrutiny Committee <i>(Substitute Member)</i>	2023 Annual Meeting	Cllr. B. Jones (C)
West Midlands Combined Authority – Audit, Risk & Assurance Committee	2023 Annual Meeting	Cllr. M. Sutherland (C)
West Midlands Combined Authority – Audit, Risk & Assurance Committee <i>(Substitute Member)</i>	2023 Annual Meeting	Cllr. B. Jones (C)
West Midlands Reserve Forces and Cadets Association	2023 Annual Meeting	Cllr. V. Jones (C)

Joint Report of:	Head of Governance & Corporate Services / Monitoring Officer
Contact Officer:	Matt Berry
Contact Number:	01543 464 589
Portfolio Leader:	Leader of the Council
Report Track:	Council: 20/07/22

Council
20 July 2022
Constitution Amendments

1 Purpose of Report

- 1.1 To present to Council for consideration proposed amendments to the Constitution.

2 Recommendation(s)

- 2.1 That the proposed amendments to the Constitution, as detailed in Appendices 1 and 2, be approved.

3 Reasons for Recommendations

- 3.1 To ensure the Constitution remains up to date, Council is recommended to approve the proposed amendments detailed in Appendices 1 and 2 of this report.

4 Relationship to Corporate Priorities

- 4.1 The Constitution provides for the proper governance of the Council and cuts across all priorities.

5 Report Detail

- 5.1 The Leader is responsible for appointing Cabinet Members and determining their portfolios. Information contained in the Constitution should be updated, where practicable, to reflect the current arrangements. At the Annual Council meeting held on 25 May 2022, the Leader of the Council reported the form and composition of the Cabinet for the 2022/23 municipal year. Changes to specific responsibilities under each of the identified portfolios has been confirmed, the details of which are detailed in Appendix 1.

- 5.2 Following approval at Council on 27 April 2022 of the new Corporate Plan, and the above-mentioned changes to the Cabinet portfolios, a review was undertaken of the Scrutiny Committee's terms of reference to ensure the functions and responsibilities covered under the remit of each committee were correctly aligned. A copy of the proposed changes is detailed in Appendix 2.
- 5.3 If approved, the proposed changes to the Scrutiny Committee will be effective immediately and will be reflected from the next round of scheduled meetings due to take place in late September / early October.

6 Implications

6.1 Financial

None.

6.2 Legal

Keeping the Constitution under regular review ensures that it complies with any relevant legal requirements currently in force.

6.3 Human Resources

None.

6.4 Risk Management

None.

6.5 Equality & Diversity

None.

6.6 Climate Change

None.

7 Appendices to the Report

Appendix 1: Tracked changes amendments to the Cabinet's portfolio responsibilities

Appendix 2: Tracked changes amendments to Scrutiny Committee's Terms of Reference.

Part 2, Section 15
Allocation of Portfolio Responsibilities to Cabinet Members

15.1 Collective Responsibility of the Cabinet

Cabinet will exercise collective responsibility in exercising its functions including the following:-

- The consideration of proposals involving any growth or service development and the making of recommendations to Council for approval if those proposals are contrary to the Policy Framework or not in accordance with the Budget.
- The consideration and submission of proposals to Council for approval in respect of the allocation of resources including consideration of the Council's Budget and the Council Tax to be set.
- The consideration and submission of policies to Council for approval in respect of plans and strategies identified in Section 4 of Part 2 of the Constitution as forming part of the Council's Policy Framework.
- The consideration and determination of plans and strategies which do not form part of the Council's Policy Framework.
- The appointment of representatives to other bodies and attendance at annual conferences where these relate to executive functions.
- The consideration of the implications of new or proposed legislation.
- The implementation of the Policy Framework and the Budget as approved by Council.
- Overall responsibility for good governance and value for money.
- The implementation of Council functions except those which are specifically stated not to be the responsibility of the Cabinet.

15.2 Leader of the Council

The Leader is responsible for speaking at Council, Cabinet, Committees and other meetings on any matter which falls within the Collective Responsibility of Cabinet as detailed above and in particular:

- Member related matters including chairmanship of Cabinet, Civic Regalia, hospitality accounts, the Official Car, Members' allowances and functions relating to the conduct of Committee meetings.
- Local Government and Social Care Ombudsman and MP liaison.

• ~~Development of the Council's budget strategy.~~

- ~~Corporate finance, financial management.~~
- ~~Council Tax and National Non-Domestic Rates administration, except where it involves determining any application, taking direct regulation or enforcement action;~~
- All statutory and non-statutory plans and policy documents prepared by the Council (insofar as they are not the responsibility of any other Committee, Member or Officer of the Council) including (but not limited to):
 - the Corporate Plan;
 - ~~Priority Delivery Plans Pension Discretion Policy; Pay Policy Statement; Treasury Management Policy and the Minimum Revenue Provision Policy.~~
- Requests and donations to the Council.

The Leader also retains discretion to speak on any matter which falls within the remit of a specific Portfolio Leader; although he/she may delegate the responsibility for speaking on such matters to the Portfolio Leaders in the manner described in paragraphs 15.4 to 15.11.

15.3 Deputy Leader

The Deputy Leader will substitute for the Leader when necessary and be allocated one of the Portfolios referred to in paragraphs 15.4 to 15.11 as so desired by the Leader.

15.4 Portfolio Leader for Community Neighbourhood Safety and Partnerships

The Portfolio Leader will be responsible for speaking at Council, Cabinet, Committees, and other meetings on the following:-

- Community safety arrangements (insofar as they are not the responsibility of the Managing Director) including crime prevention and crime reduction programmes;
- CCTV;
- Developing partnerships;
- Asylum Seekers and Refugees;
- All statutory and non-statutory plans and policy documents prepared by the Council relating to the above-mentioned services and facilities.

15.5 Portfolio Leader for District and High Street Development

The Portfolio Leader will be responsible for speaking at Council, Cabinet, Committees, and other meetings on the following:-

- Promotion of the economic well-being of the District including measures to alleviate unemployment and create new employment opportunities;

- Liaison with various bodies and agencies to further the economic well-being of the District;
- Services and facilities to assist tourism, other regeneration schemes (excluding town centres), derelict land and other economic initiatives, and industrial estate management and relevant externally funded projects;
- Town centre regeneration schemes and town centres management;
- Liaison with various bodies and agencies involved with the economic well-being and management of town centres;
- Car Parking Strategy
- Town and country planning and transportation services and facilities including planning policy development at regional, county and local plan levels; public transportation policies;
- Building Control services;
- All statutory and non-statutory plans and policy documents prepared by the Council relating to the above-mentioned service areas and facilities including (but not limited to):
 - the Economic Regeneration Strategy;
 - Local Development Framework (including Neighbourhood Plans); and
 - the Tourism Strategy.

15.6 Portfolio Leader for Environment and Climate Change

The Portfolio Leader will be responsible for speaking at Council, Cabinet, Committees, and other meetings on the following:-

- Management of the Area of Outstanding Natural Beauty (AONB);
- Landscape and countryside management services including wildlife issues, tree preservation and the Ranger service. Except where it involves determining any application, taking direct regulation or enforcement action.
- Land drainage and watercourses, engineering services and public clocks;
- Environmental Protection services including; public nuisances, stray dog services, pest control and contaminated land. Except where it involves determining any application, taking direct regulation or enforcement action;
- Refuse collection, waste management and recycling;
- Street cleansing, graffiti, abandoned vehicles and fly-tipping. Except where it involves determining any application, taking direct regulation or enforcement action;
- Public car and lorry parks;

- Highways liaison;
- All statutory and non-statutory plans and policy documents prepared by the Council relating to the above-mentioned services and facilities.

15.7 Portfolio Leader for Community Engagement, Health & Wellbeing and Community Engagement,

The Portfolio Leader will be responsible for speaking at Council, Cabinet, Committees, and other meetings on the following:-

- Liaison with various bodies and agencies to tackle health inequalities across the District;
- Environmental Health services, including; food hygiene and safety, disease control, health & safety, health promotion and mortuary. Except where it involves determining any application, taking direct regulation or enforcement action;
- Licensing services in accordance with the policies determined for service portfolios for various activities including; hackney carriage and private hire vehicles, public entertainment, street trading, street collection, liquor licensing etc. Except where it involves determining any application, taking direct regulation or enforcement action;
- ~~Housing Benefit and Local Council Tax Reduction administration, except where it involves determining any application, taking direct regulation or enforcement action;~~
- Poverty (including being the Council's 'Food Justice Champion').
- Grants to Voluntary Organisations
- Engagement, consultation and equality & diversity;
- All statutory and non-statutory plans and policy documents prepared by the Council relating to the above-mentioned services and facilities, including (but not limited to):
 - the Licensing Act Policy;
 - Gambling Act Policy;
 - Hackney Carriage and Private Hire Licensing Policies
 - the Food Safety Service Plan; and
 - the Equality and Diversity Policy.

15.8 Portfolio Leader for Housing, Heritage & Leisure

The Portfolio Leader will be responsible for speaking at Council, Cabinet, Committees, and other meetings on the following:-

Housing:

- The Housing Revenue Account (HRA) and HRA Capital Programme;

Item No. 11.7

- The management and maintenance (including; rent collection, the Respect Agenda for housing management, and sheltered housing) of the Council's housing stock and other HRA assets associated with housing use, except where it involves taking enforcement action;
- Administration of the housing register, the allocation of Council dwellings and homelessness services, except where it involves determining any application;
- The provision of additional social housing;
- Private sector housing services including; disabled facilities grants, renovation grants and home security grants, except where it involves determining any grant or housing enforcement action;
- All statutory and non-statutory plans and policy documents prepared by the Council relating to the above-mentioned services and facilities including (but not limited to):
 - the Housing Strategy;
 - Homelessness Strategy;
 - Housing 30 Year Business Plan; and
 - the Housing Asset Management Plan.

Heritage & Leisure

- Leisure, sports, cultural, recreation and entertainment services and facilities, entertainment venues, arts, theatres, leisure centres and museums;
- Parks and open spaces;
- Grounds Maintenance;
- Cemeteries and burial grounds;
- Allotments;
- All statutory and non-statutory plans and policy documents prepared by the Council relating to the above-mentioned services and facilities including (but not limited to) the Play Strategy.

15.9 Portfolio Leader for Innovation and Resources~~High Streets~~

The Portfolio Leader will be responsible for speaking at Council, Cabinet, Committees, and other meetings on the following:-

Innovation:

- Development of the Council's budget strategy.
- Corporate finance, financial management.

- Council Tax and National-Non-Domestic Rates administration, except where it involves determining any application, taking direct regulation or enforcement action;
- Housing Benefit and Local Council Tax Reduction administration, except where it involves determining any application, taking direct regulation or enforcement action;
- Human resources (including payroll and training) and conditions of service for employees;
- Audit, insurance, risk management and corporate health & safety
- Technology;
- Legal
- Corporate policy, performance, publicity & communications and Information Governance;
- Customer and Support Services (including Local Land Charges);
- Corporate Governance; civil contingencies and procurement; and
- Management of the Council's land and property holdings (excluding Housing Revenue Account property);
- All statutory and non-statutory plans and policy documents prepared by the Council relating to the above-mentioned services and facilities including (but not limited to):
 - Code of Corporate Governance
 - Pension Discretion Policy and Pay Policy Statement;
 - Treasury Management Policy and the Minimum Revenue Provision Policy; and the Equality and Diversity Policy.
 - High Streets;
 - Town centre regeneration schemes and town centres management;
 - Liaison with various bodies and agencies involved with the economic well-being and management of town centres;
 - Management of the Council's land and property holdings (excluding Housing Revenue Account property);
 - Car Parking Strategy
 - All statutory and non-statutory plans and policy documents prepared by the Council relating to the above-mentioned services and facilities including (but not limited to) the Asset Management Plan.

**Part 3, Section 15
Scrutiny Committees' Terms of Reference**

Scrutiny Committee	Terms of Reference
<p><u>Economic Recovery Economic Prosperity</u></p> <p>(13 Members)</p>	<p><u>Delivery Plan</u> Supporting Economic Recovery "Clean and Green Recovery" <u>Corporate Plan Priority: Economic Prosperity</u></p> <p>Services / Functions</p> <ul style="list-style-type: none"> • Economic Development • Planning Policy and Development Control • Building Control • Markets • Town Centre Regeneration • Car Parking Strategy Building of Council Housing and Retrofitting
<p><u>Health & Wellbeing Health, Wellbeing, and The Community</u></p> <p>(13 Members +1 SCC Member for Health Scrutiny Statutory Functions)</p>	<p><u>Delivery Plan</u> Supporting Health and Wellbeing "Greener, sustainable community and environment" <u>Corporate Plan Priorities: Health & Wellbeing and The Community</u></p> <p>Services / Functions</p> <p>Healthy & Active Lifestyles</p> <ul style="list-style-type: none"> • Culture and Sport • Commonwealth Games • Health Scrutiny Statutory Functions <p>Vulnerable Residents</p> <ul style="list-style-type: none"> • Housing and Homelessness • Community Safety, CCTV and Partnerships • Disabled Facilities Grants • Housing Benefits • Voluntary Organisations and Funding • Poverty Emergency • <u>Asylum Seekers and Refugees</u> • <u>Building of Council Housing and Retrofitting</u> <p>Environment</p> <ul style="list-style-type: none"> • Parks and Open Spaces • Grounds Maintenance • Countryside Services, Trees and Allotments • Environmental Health and Licensing • Environmental Protection • Private Sector Housing • Street Cleansing

Scrutiny Committee	Terms of Reference
	<ul style="list-style-type: none"> • Waste & Engineering Services • Bereavement Services
<p data-bbox="197 353 434 497">Financially Resilient Council <u>Responsible Council</u></p> <p data-bbox="217 533 414 568">(13 Members)</p>	<p data-bbox="472 353 1251 497">Delivery Plan Financially Resilient Council “Environmental impact of use of assets and resources” <u>Corporate Plan Priority: Responsible Council</u></p> <p data-bbox="472 533 788 568">Services / Functions</p> <ul style="list-style-type: none"> • Budget Consultation • Corporate / Cross Cutting Issues • Finance • <u>Council Tax and National Non-Domestic Rates Collection</u> • <u>Housing Benefits and Local Council Tax Reduction</u> • Corporate, Support and Shared Services • Civic Support • Land and Property Holdings (excluding HRA Property)

Report of:	Head of Governance & Corporate Services
Contact Officer:	Steve Partridge
Contact Number:	01543 464 588
Portfolio Leader:	Leader of the Council
Report Track:	Council: 20/07/22

Council
20 July 2022
Local Boundary Review Working Group Proposals to Local Government Boundary Commission for England (LGBCE) for Initial Consultation

1 Purpose of Report

- 1.1 To present to Council for consideration ward boundaries proposals to be forwarded to the Local Government Boundary Commission for England (LGBCE) in respect of ward boundaries as part of the initial phase of consultation.

2 Recommendation(s)

- 2.1 That the ward boundaries proposals detailed in Appendix 1 and associated maps at Appendix 2, be approved for recommendation to the Local Government Boundary Commission for England (LGBCE) as a Council submission as part of the initial phase of consultation.
- 2.2 That delegated authority be given to the Head of Governance & Corporate Services, in consultation with the Working Group, to add further explanatory narrative to Appendix 1, in support of the maps at Appendix 2.

3 Reasons for Recommendations

- 3.1 To provide Council consensus proposals, where this is possible, to the LGBCE in respect of ward boundaries as part of the initial phase of consultation regarding the Council's electoral arrangements.

4 Relationship to Corporate Priorities

- 4.1 The LGBCE review of electoral arrangements, including ward boundaries, is intended to ensure electoral equality for voters, providing for the proper governance of the Council.

5 Report Detail

- 5.1 At the Council meeting on 25 May, 2022, the Leader of the Council proposed that a working group be formed to prepare ward boundaries proposals to be submitted to the LGBCE as part of its initial phase of consultation. The Local Boundary Review Working Group met on four occasions supported by officers.
- 5.2 Initially, each political group contributed ward boundary proposals for the district as a whole or in part. These were then discussed by the whole working group with the aim of achieving an overall consensus. While it proved not possible to achieve consensus on all the proposed wards / boundaries, there was, nonetheless, a large degree of consistency amongst the proposals which enabled a set of proposals to be agreed. Even where the group was not in complete agreement over where one or more ward boundaries should lie, for example, the internal ward boundaries on the Rugeley side of the district, some general principles have been agreed. A summary of the working group's conclusions is attached as Appendix 1 to this report. Maps showing the proposed boundaries are attached as Appendix 2.
- 5.3 All proposals are judged on their merits regardless of who they are from, and each is given equal weight. Thus, a proposal submitted by the Council as a whole will carry the same weight as one submitted by a political group, or an individual Councillor, or member of the public. The LGBCE encourages all interested parties to have their say, and there is nothing to prevent an individual Councillor or member of the public; political group; parish council; or community association from submitting their own proposals. Proposals may be submitted in respect of the whole area or just a part of it.

Background to Review

- 5.4 All local authorities in England are subject to periodic reviews of their electoral arrangements ('electoral reviews') undertaken by the Local Government Boundary Commission for England (LGBCE). This includes:
- The total number of councillors elected to the local authority;
 - The number and boundaries of wards for the purposes of the election of councillors;
 - The number of councillors for any ward or division of a local authority; and
 - The name of any ward or division.

The Commission conducts an electoral review of a council for two reasons:

1. At the request of the local authority; or
2. If the local authority meets the Commission's intervention criteria:
 - a) If one ward has an electorate of +/-30% from the average electorate for the authority;
 - b) If 30% of all wards have an electorate of +/-10% from the average electorate for the authority.

Electoral reviews are initiated primarily to improve electoral equality. This means ensuring, so far as is reasonable, that the ratio of electors to councillors in each electoral ward is the same.

- 5.5 For Cannock Chase, it has been a significant period of time since a review was last carried out in 2000, and 1 ward currently exceeds the +/- 30% threshold for electoral equality, while 5 wards are in the +/- 10% range.
- 5.6 The review goes through a number of distinct stages, which are detailed in Appendix 3.

LGBCE Consultation Process

- 5.7 The LGBCE carries out two phases of public consultation on new ward boundaries during the course of an electoral review. All proposals are judged on their merits regardless of whom they are from, and each is given equal weight. Thus, a proposal submitted by the Council as a whole will carry the same weight as one submitted by a political group, or an individual Councillor, or member of the public. Proposals may be submitted in respect of the whole area or just a part of it.
- 5.8 The LGBCE has certain statutory criteria that it must abide by; effective proposals must address these. Proposals should

- Deliver electoral equality for local voters: ensuring that each local councillor represents roughly the same number of voters as elected members elsewhere in the local authority area.

In this case, the forecast electorate in 2027 will be 82,339, equating to 2,287 electors for each of the recommended 36 councillors. For three member wards, this equates to 6,862 electors.

- Reflect the interests and identities of local communities: establishing electoral arrangements which, as far as possible, maintain local ties and where boundaries are easily identifiable.
 - Promote effective and convenient local government: ensuring that the new wards or electoral divisions can be represented effectively by their elected representative(s); that the new electoral arrangements as a whole allow the council local authority to conduct its business effectively; and reflect the Council's electoral cycle (by thirds).
- 5.9 Occasionally, it may not be possible for all three criteria to be satisfied. Electoral equality and effective and convenient local government are readily measurable criteria, whereas community interest or identity isn't as clear cut. In such circumstances, the LGBCE will use its discretion – supported by the evidence presented to it - to reach a conclusion. The LGBCE will look for evidence to help them understand why communities are identified as such, and why they might identify more readily with some groups but not others.

Evidence

Examples the LGBCE has identified include:

- Transport links – What are the links within the proposed ward? Is there any form of public transport? If the proposal is to include two (or more) villages, estates or parishes in the same ward, how easy is travel between them?
- Community groups – Are there a residents group or other organisation that represents the area? What area does that group cover? What kind of activities do they undertake and are there any joint-working relationships between organisations that could indicate shared community interests between different geographical areas?
- Facilities – Where do local people go for shopping; medical services; leisure facilities; education; libraries etc? The location of public facilities can represent the centre or focal point of a community. The LGBCE welcomes evidence from local people about how they interact with those facilities so that they can understand the shape of local communities and the movement and behaviours of their residents.
- Identifiable boundaries – Natural features such as rivers, valleys and woodland can often provide strong and recognisable boundaries. Similarly, constructions such as major roads and railway lines can also form well known barriers between communities if there are no bridges.
- Parishes - In areas where parishes exist, the parish boundaries often represent the extent of a community. The LGBCE often uses parishes as the building blocks of wards.
- Shared interests – Are there particular issues that affect a community which are shared with / more relevant to one neighbouring community than another?

It is worth noting that the LGBCE does not consider matters such as area's history and tradition to be strong evidence of community identity as communities change over time and perceptions can vary between individuals as to the nature of those ties. For example, residents of new developments may not share the same sense of community identity as others.

6 Implications

6.1 Financial

None.

6.2 Legal

There is no legal requirement for the Council to submit a representation to the Local Government Boundary Commission for England.

6.3 Human Resources

None.

6.4 Risk Management

None.

6.5 **Equality & Diversity**

None.

6.6 **Climate Change**

None.

7 Appendices to the Report

Appendix 1: Summary of proposals for the boundary review of Cannock Chase District Council.

Appendix 2: Maps of proposed ward boundaries.

Appendix 3 Stages of LGBCE Review.

Appendix 1

Proposals for the Boundary Review of Cannock Chase District Council

The starting point for this proposal was to achieve 12 wards of broadly equal electorate size to meet the Local Government Boundary Commission's proposal for 36 members with effect from May 2024.

Consideration has been given to the split of Member numbers and wards across the District and it is proposed that the 3 principal areas of Cannock, Hednesford and Rugeley should comprise 3 wards each. The other 3 areas are those with their own distinct identities i.e., Norton Canes, Heath Hayes & Wimblebury and Hawks Green.

Having established this as a principle, given that each of the 3 principal areas currently have 4 wards each, it was agreed to remove one of the existing wards from each of these areas as a starting point for reviewing the ward boundaries. The wards to be removed are:

- Cannock East;
- Rawnsley; and
- Hagley

Consideration was given to the existing ward boundaries to identify those that remain relevant and reflect the local communities, those where new housing developments have created a shift in identity and to redefine the 3 principle areas to reflect the loss of a ward in each one.

The proposed ward boundaries are illustrated in the maps attached at Appendix 2. A narrative setting out the context and considerations for each ward proposal is set out below with suggestions as to names where appropriate.

Norton Canes

It is proposed that the boundary for Norton Canes remains as per the current ward boundary. This is a distinct community and aligns with the parish boundary. There is a large new housing development proposed south of Lichfield Road at its junction with Heath Way which could cause an issue for the ward boundary in the future; but this has been discounted for now as the development is some years away.

It is proposed that the name of the ward should remain as Norton Canes.

Heath Hayes & Wimblebury

Marginal changes are proposed to the existing ward boundary. These include:

- The boundaries now extending to include both sides of Hill Street as far as Keys Park Road.
- All of the estates off Keys Park Road and Brickworks Road.
- The addition of the whole of Wimblebury road up to Littleworth Road.

- All the fields south of Cannock Wood Road.
- The sections of the Waterlily Close, Watermint Close, Foxtail Way, Meadowsweet Way and Sweetbriar Way estates currently in Hednesford South ward.
- the Hednesford Town Football Club estate (marketed by Taylor Wimpey as the 'Cherry Blossom' development).

Although a substantial majority of the working group are supportive of the proposal, a Hednesford ward member expressed concerns that this proposal will result in Hednesford Town Football Club falling within this ward and not in a Hednesford ward. However, it was acknowledged that the football ground has moved twice from its original site.

Key evidence in support of the proposal for this ward is:

- there is a shared park between Heath Hayes and Wimblebury which connects the two communities, located at the Five Ways Island.
- the schools that the children go to are within the ward boundary i.e. Five Ways, Gorsemoor and Heath Hayes Academy.

It is proposed that "East" should be dropped from the ward name as locals refer to the older part of Heath Hayes contained within this ward simply as Heath Hayes.

Hawks Green

The existing boundary of Hawks Green will remain the same with the following additions:

- Hill Street is the new boundary between Hawks Green and Heath Hayes and Wimblebury (with none of it being in Hawks Green).
- Farm Close and the remainder of Keys Close are added from Hednesford South.
- Hawks Green will extend its western border to Old Hednesford Road in Cannock to take in: the Pebble Mill Drive estate, the Stoney Lea Road estate, Hollies Avenue and Hollies Park Road.
- At the southern border: houses on Kensington Place, Meadow Way and the ones on Gorsemoor Road which were built at the same time would move into Hawks Green as these properties are part of the Meadow Way estate.

It is proposed that Old Hednesford Road will form part of the boundary for the ward rather than using the railway line. This is because there is a road that crosses beneath the railway line (Hawks Green Lane) and there are references to 'Hawks Green' on the Cannock side, such as the Hawks Green Depot (which includes a new development called 'The Hills') and the Hawks Green Industrial Estate.

Key evidence in support of the proposal for this ward is:

- As referred to above, the new boundary would take in the Hawks Green Depot;
- The Hayes Green Community Centre which falls within the ward is an integral part of the community; and
- Milking Brook nature reserve also connects the community.

It is proposed that the ward name remain as Hawks Green.

“Cannock South”

The boundary for Cannock South would be extended to include:

- Dartmouth Avenue,
- St James's Road, Elms Drive, Birch Avenue, Maple Crescent and The Willows;
- Beech Tree Lane,
- St Luke's Close, and
- South Close

(these currently sit within the existing Cannock West ward).

Key evidence in support of the proposal for this ward is:

- Dartmouth Road leads to the town centre which sits within the Cannock South ward.

There is no agreement on a name for the revised ward but it is considered that reference should be made to Bridgtown within the ward name as the community are keen to keep their separate identity. ‘Cannock Central’ and ‘Cannock Longford and Bridgtown’ have also been suggested.

“Cannock West”

The new boundary between Cannock West and Cannock North is Cemetery Road. This would result in the inclusion of the Bevan Lee estate (including Cambria Street and Celtic Road) in Cannock West. The new boundary between Cannock West and Chadsmoor is Common Lane and Heath Gap Road.

Key evidence in support of the proposal for this ward is:

- both Cannock Park and Cannock Leisure Centre are facilities these residents would use.
- The Bevan Lee estate is included within the proposal boundary as the children from the estate go to school at Cardinal Griffin and Chase High both of which are in Cannock West.

There is no agreement on a name for this ward but suggestions include: ‘Cannock Shoal Hill’ and ‘Parkside’ (the name of a former ward in the town).

Chadsmoor (currently Cannock North)

It is proposed that the current boundary along Belt Road should be retained, albeit with Apollo Close moving into Chadsmoor as it belongs with the Saturn Road estate, and with the currently split Festival Mews transferring to the Hednesford Green Heath ward.

It is proposed that this ward should be named Chadsmoor as this reflects its identity as a distinct community, as seen in the names of several schools and businesses.

“Hednesford Green Heath”

It is proposed that this ward should remain as per the current boundary with the minor addition of the entirety of Festival Mews.

There is no agreement on the name for this ward, but suggestions include: retaining the current name, or ‘Pye Green Valley’, or ‘Hednesford Valley’.

“Hednesford North”

This will remain largely as per the current ward but with the addition of:

- part of Stafford Lane;
- Uxbridge Street.
- Eskrett Street,
- Cheviot Rise;
- Anglesey Street
- Cornwall Road,
- Cheviot Rise, etc. and
- the Essex Drive estate.

There is no agreement on the name for this ward.

Hednesford South

It is proposed that the north-western border for this ward should be taken as the “Ridings Brook”, rather than Uxbridge Street. This would result in the inclusion in the ward of the following streets:

- Pendle Hill,
- Kingfisher Drive,
- Church Hill Mews.

Rather than using the Sevens Road and Cannock Wood Road as the southern boundary around Prospect Village, it is proposed to move the boundary around the adjacent fields so that a row of 8 or so houses on Sevens Road and a nearby farm fall within this ward.

The ward would include the entire length of Littleworth Road rather than splitting it between two or more wards. It means that all of what locals would consider Church Hill, Littleworth, Rawnsley, Hazel Slade, Prospect Village and Cannock Wood are kept together and not divided.

It is proposed that this ward should be named ‘Hednesford Hills and Rawnsley’.

Rugeley and Brereton

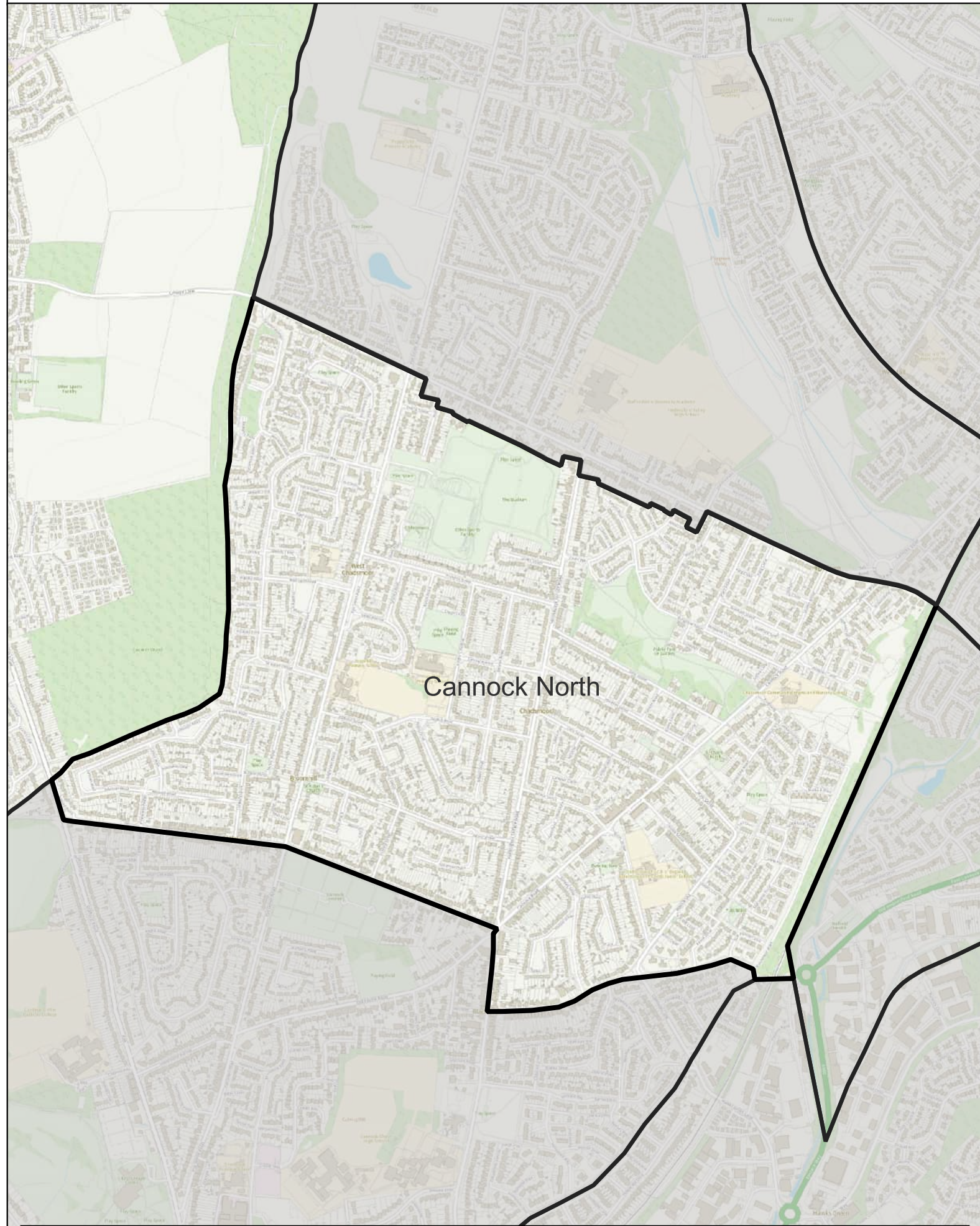
It is considered that the Rugeley and Brereton area should comprise 3 wards with the current Hagley ward being incorporated into one or more of the 3 remaining wards. It is proposed that the 3 current ward names should be retained ie:

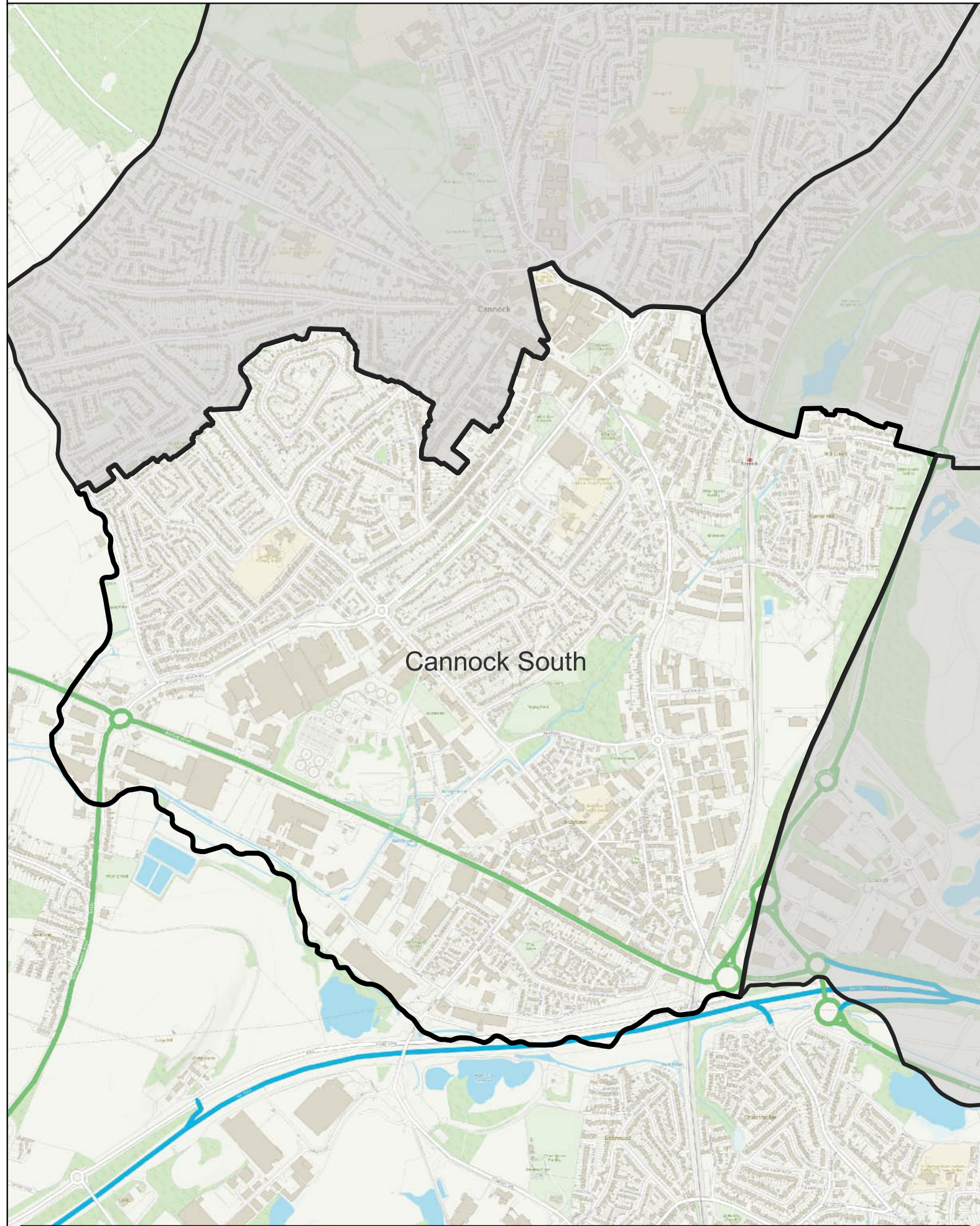
- Brereton & Ravenhill
- Western Springs
- Etching Hill and the Heath

Whilst agreement was reached on the outer boundary for the Rugeley area, no consensus has been reached on the internal boundaries for the 3 wards.

Issues raised include:

- which ward the new power station development site should sit within. It currently sits within the Brereton ward with the former cooling towers having dominated the skyline. However, it was considered by a substantial majority of the group that the geographical boundaries such as a main A road, canal and rail line divide the two areas and it is likely that those living on the new housing development are more likely to connect with the town centre. The proposal for the new development is supportive of connecting it with the town centre and includes a planning for a footpath into the town centre, which sits within the current Western Springs Ward. However, concerns were raised by a Brereton ward member.
- The inclusion of the Pear Tree estate within the Brereton ward as it is a former coal mining estate similar to those in Brereton and has alleyways which connect the two communities.
- Use of the Western Springs Road as a ward boundary - there are different views on how the local community identifies itself.

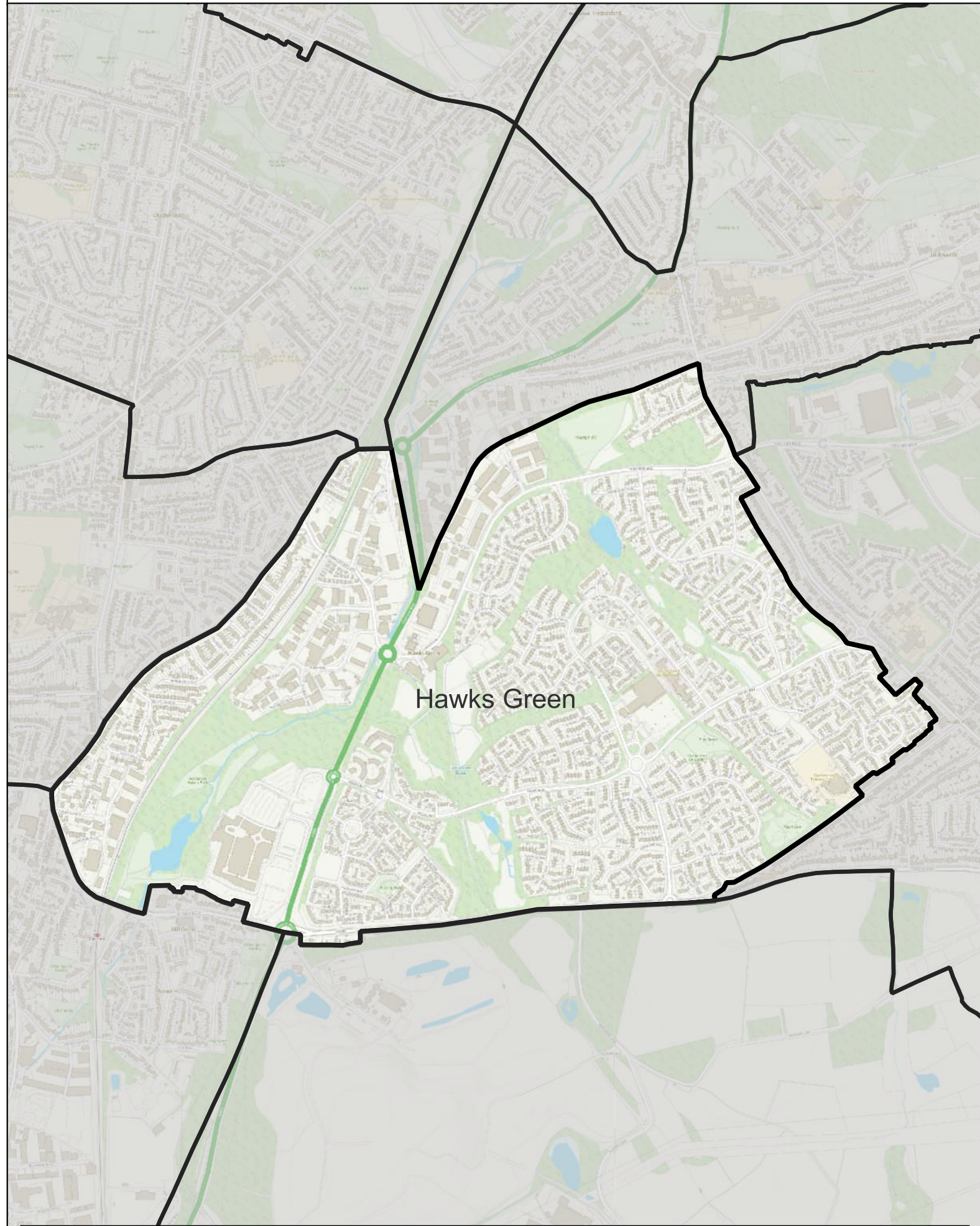




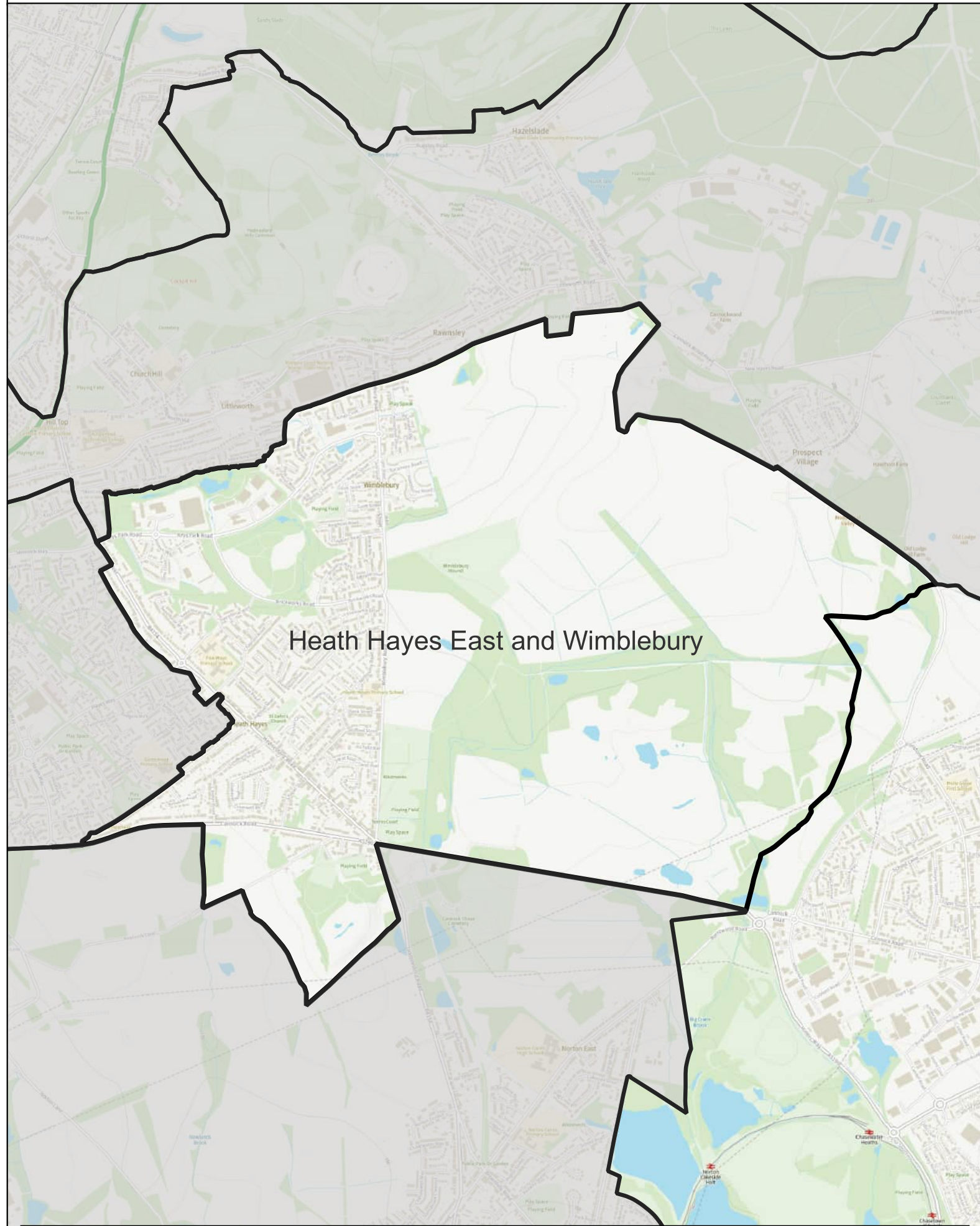


Cannock West

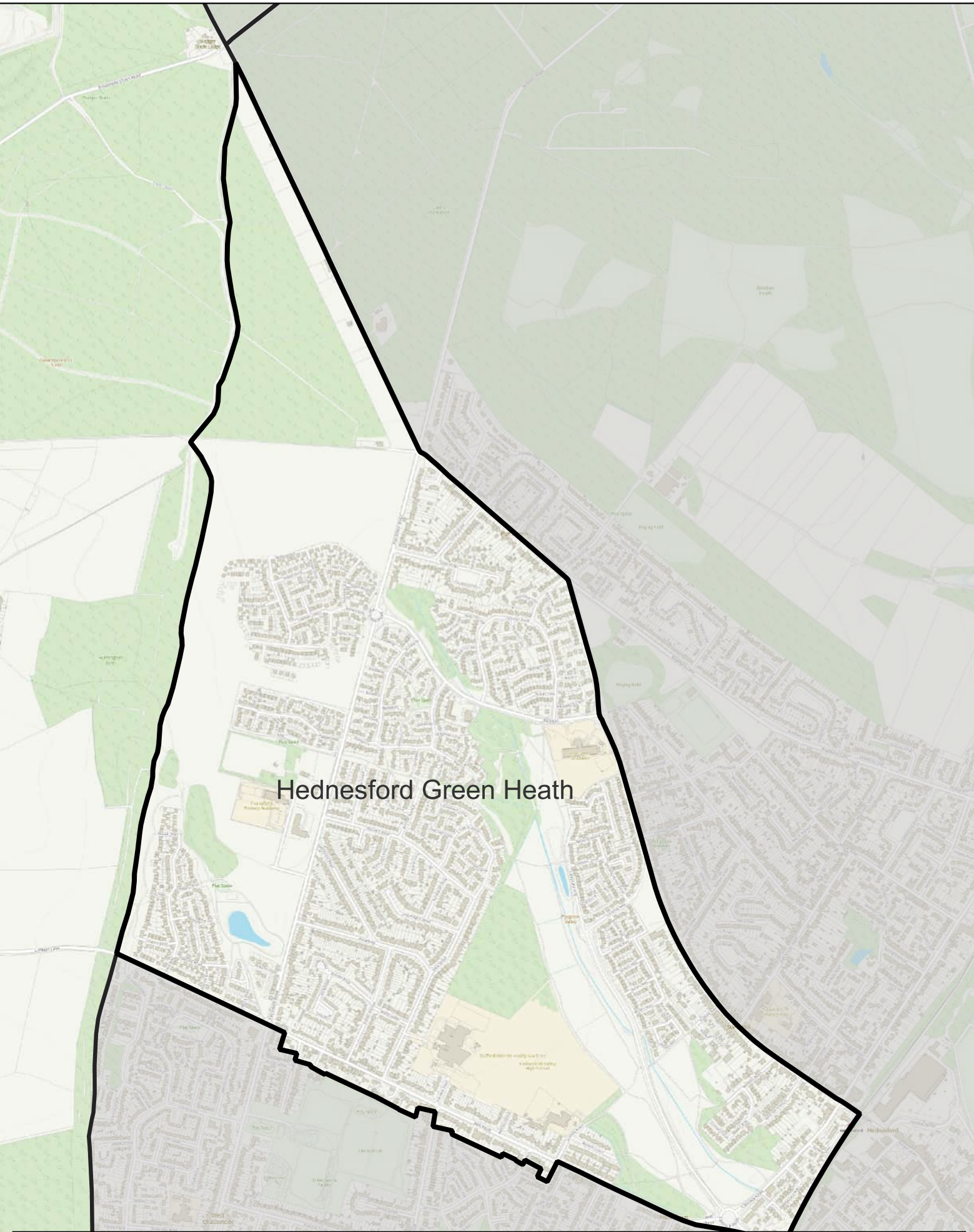
Cannock

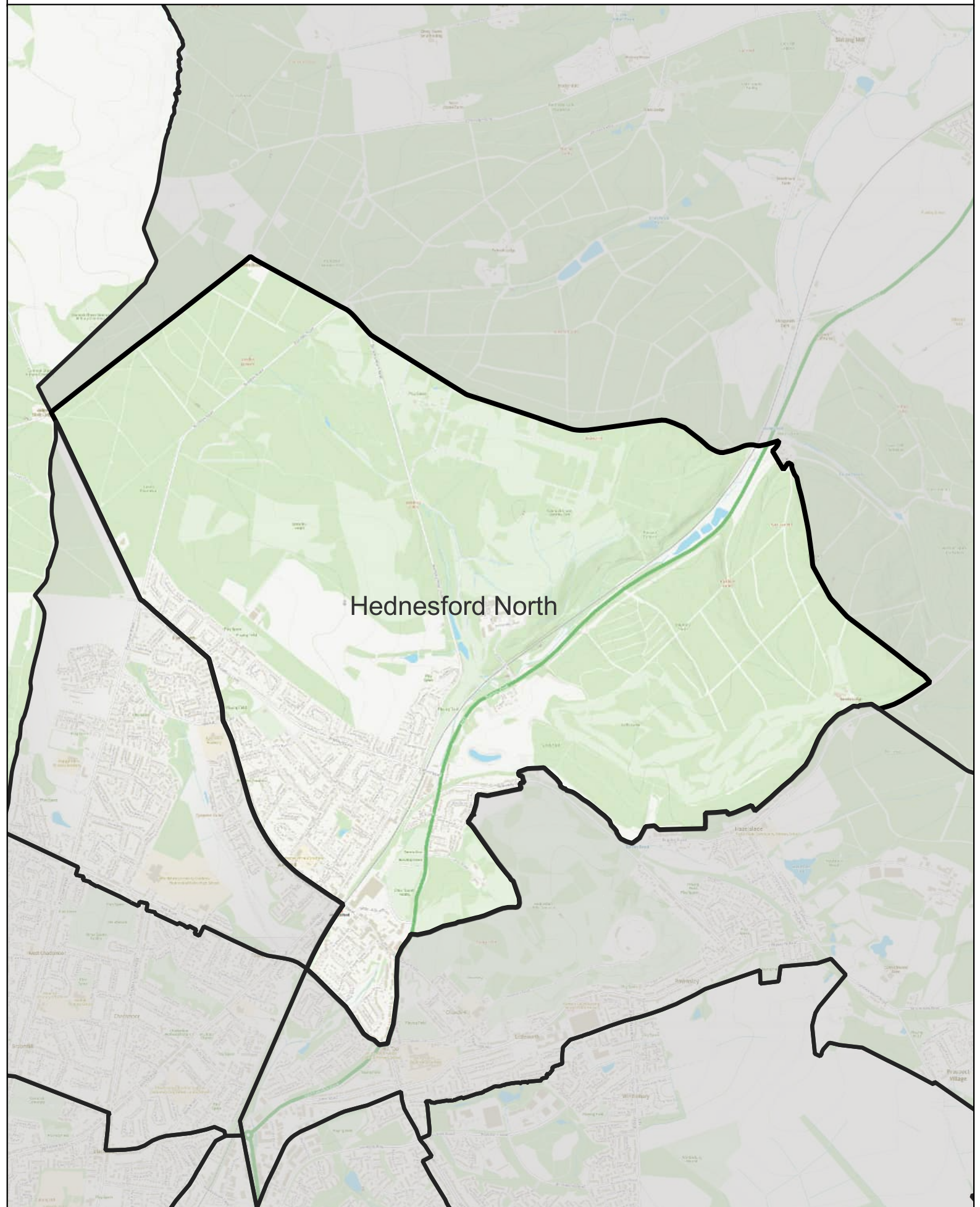


Hawks Green

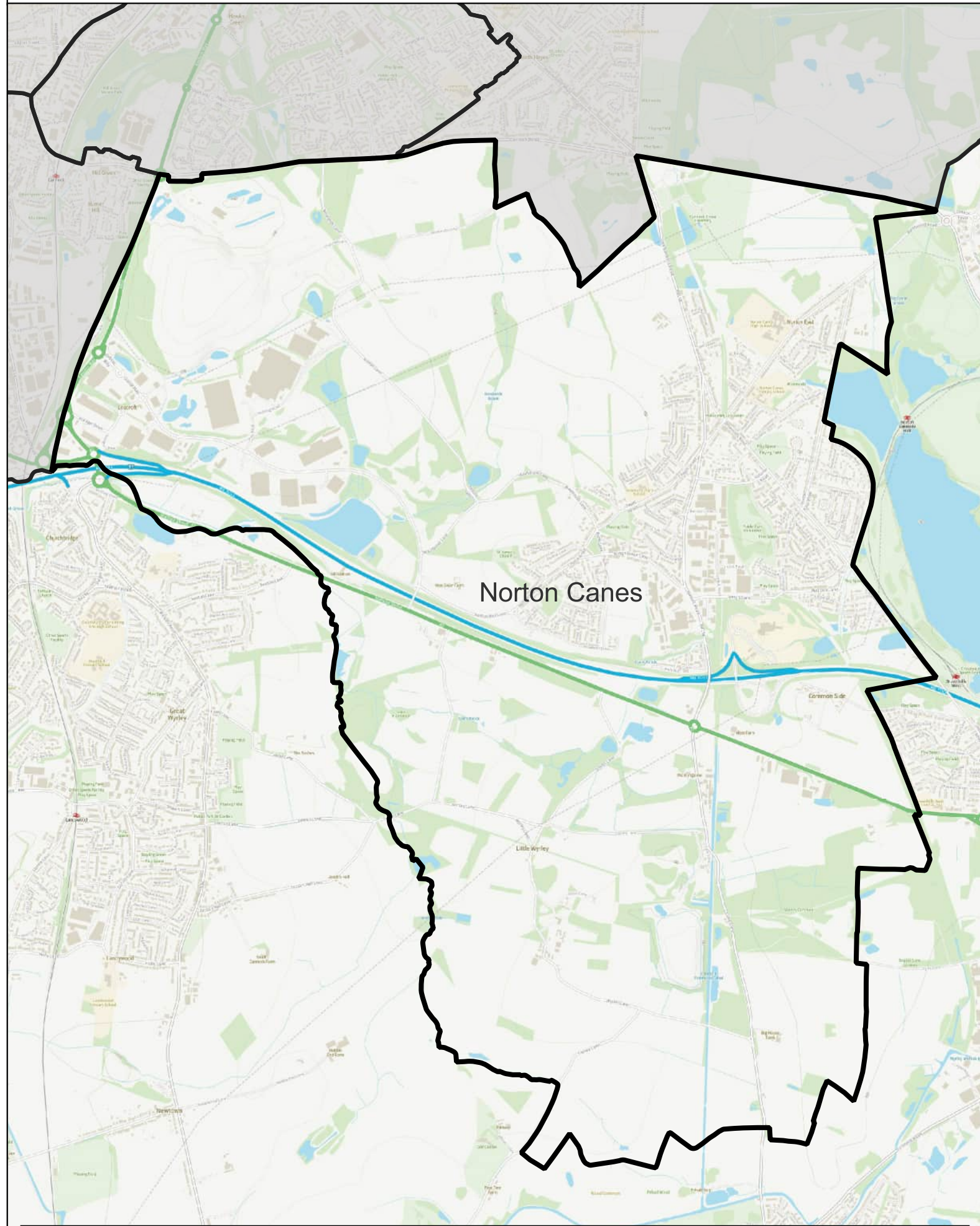


Heath Hayes East and Wimblebury

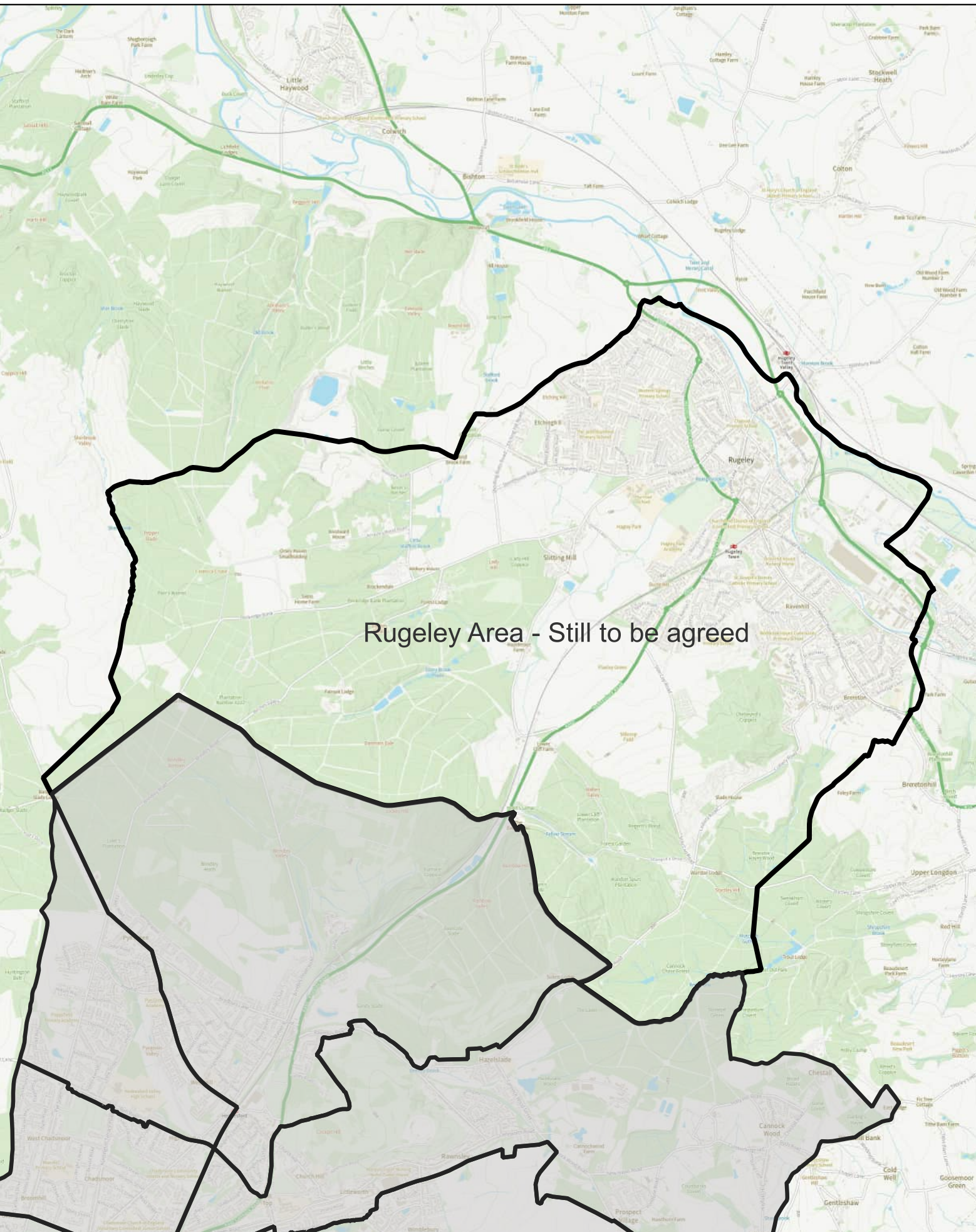




Hednesford North

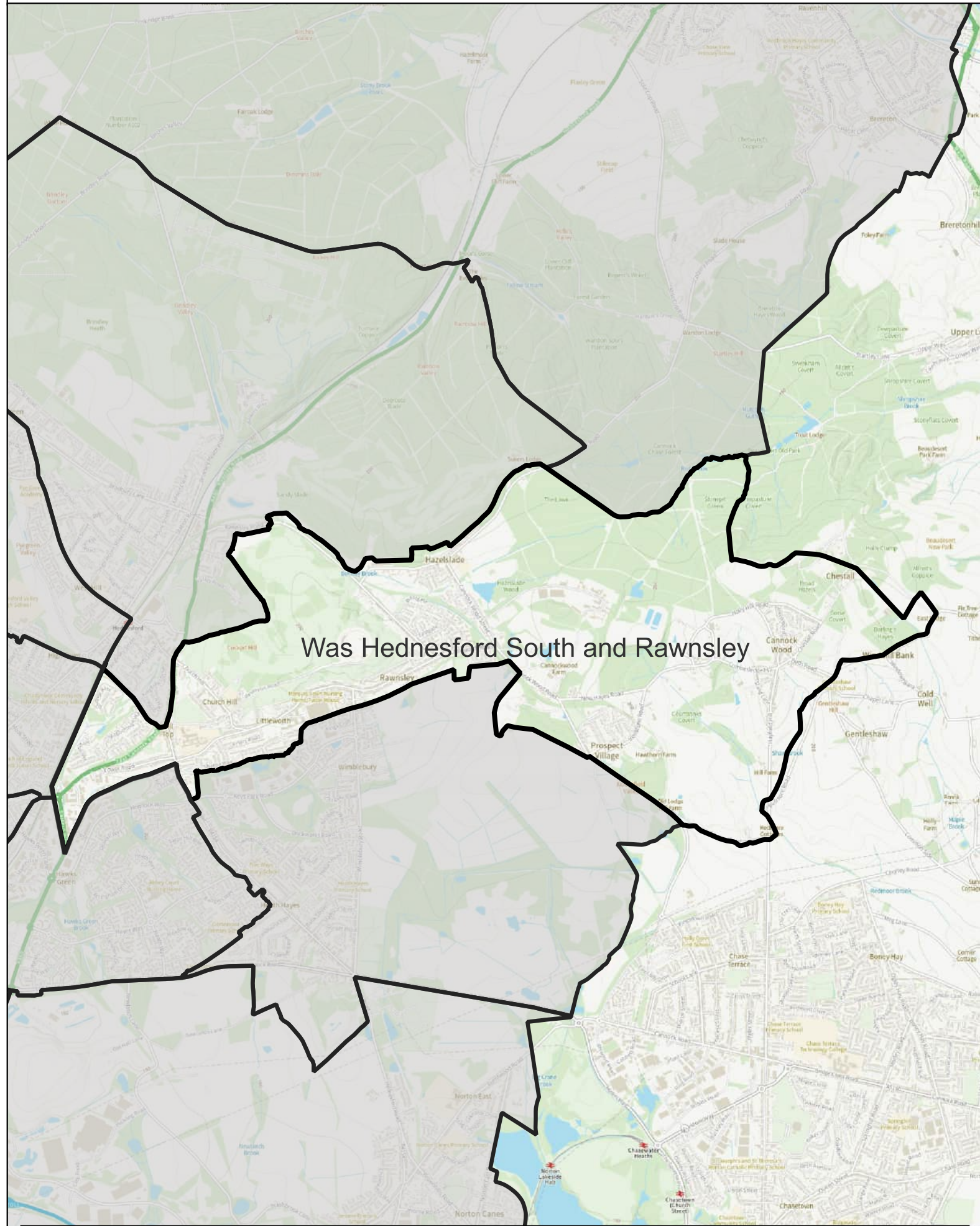


Norton Canes



Rugeley Area - Still to be agreed

Proposals for Was Hednesford South and Rawnsley



Was Hednesford South and Rawnsley

Appendix 3

Stages of LGBCE Review

Preliminary Stage	<p>Start of the electoral review process.</p> <p>Gather initial information from the local authority, including electoral forecasts and other electoral data.</p> <p>Meet with all councillors, officers, group leaders and, where applicable, parish and town councils.</p>	Completed
Councillor Numbers	<p>Decide how many councillors should be elected to the local authority in the future. Decision based on the evidence received from the local authority and any other respondents who have made a representation.</p> <p>Consider four factors:</p> <ol style="list-style-type: none"> 1. The governance arrangements of the council (e.g. election by thirds; halves; or all out)); 2. The council's scrutiny functions; 3. The representational role of councillors; 4. Future trends and plans for the council. <p>In some cases, at the Commission's discretion, the public may be asked for their views on councillor numbers.</p>	Completed: 36 recommended
Warding Arrangements (This stage)	<p>Public consultation on:</p> <ol style="list-style-type: none"> 1. The number of wards or divisions; 2. The names of wards or divisions; 3. Where the boundaries between wards or divisions should lie; 4. The number of councillors for each ward or division. <p>The public's comments will then shape LGBCE draft recommendations for new electoral arrangements. All</p>	Consultation from 24 May, 2022 to 1 August, 2022
Draft Recommendations	Based on the information received from the warding arrangements consultation, LGBCE produce draft recommendations on future electoral arrangements.	1 November, 2022 to 9 January, 2023

	<p>Open a new stage of consultation to see what members of the public think of draft recommendations.</p> <p>LGBCE consider all submissions on draft recommendation when producing final recommendations for the local authority.</p>	
Final Recommendations	<p>Based on the information received from the draft recommendations consultation, LGBCE produce final recommendations for the council's future electoral arrangements.</p> <p>These recommendations will then be put before Parliament to be made law.</p>	March, 2023
Parliamentary Scrutiny	<p>The final recommendations are then put before Parliament in the form of a draft order.</p> <p>The draft order, if made, gives effect to the final recommendations and is laid before Parliament for a period of 40 sitting days.</p> <p>Parliament can either accept or reject the recommendations.</p>	TBC (Summer 2023?)
Implementation	Whole council elections (36 councillors) under new arrangements	May, 2024