

CANNOCK CHASE COUNCIL

COUNCIL MEETING

WEDNESDAY, 25 JULY, 2018 AT 4:00 P.M.

COUNCIL CHAMBER, CIVIC CENTRE, BEECROFT ROAD, 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 23 May, 2018, Minute Nos. 1 – 3; Page Nos. 1 – 2, and the Annual Council Meeting held on 23 May, 2018, Minute Nos. 4 – 18; Page Nos. 3 – 12.

4. Presentation of Certificates to Aldermen

5. The Chairman's Announcements and Correspondence

6. Changes to Membership of Committees etc. 2018/19

To receive notification from Group Leaders of changes to Committees' membership which require approval by Council (Item 6.1 – 6.3).

7. Questions in Accordance with Council Procedure Rule 8

No Questions have been submitted in accordance with Rule 8.

8. Recommendations Referred from Cabinet, Committees etc.

- (i) To consider the following recommendation to Council agreed by Cabinet at its meeting held on 14 June, 2018, in respect of:

Corporate Priority Delivery Plan and Peer Review Update (Minute No. 8)

“That Council, at its meeting to be held on 25 July, 2018, be recommended to approve the Corporate Priority Delivery Plan for 2018/19, as detailed in Appendix 1 of the 14 June, 2018 Cabinet report.”

The report and appendix for the above recommendation can be viewed via the following link:

https://www.cannockchasedc.gov.uk/sites/default/files/06-corp_pdp_2018-19_and_peer_review_imp_plan_rpt_cab_140618_0.pdf

- (ii) To consider the following recommendation to Council agreed by the Planning Control Committee at its meeting held on 20 June, 2018, in respect of:

Planning Enforcement Protocol (Minute No. 19).

“That Council, at its meeting to be held on 25 July, 2018, be recommended to adopt and publish the Cannock Chase Council Planning Enforcement Protocol, as detailed on pages 6.100 to 6.114 of the 20 June, 2018 Planning Control Committee papers.”

The report for the above recommendation can be viewed via the following link:

https://www.cannockchasedc.gov.uk/sites/default/files/06-planning_enforcement_protocol.pdf

9. Motion(s) Received under Council Procedure Rule 6

- (i) To consider the following Motion submitted in accordance with Rule 6 by Councillor Ms. C.L. Wilkinson, Rawnsley Ward:

Goldfish

“We all enjoy a visit to the fair, the circus or one of the many other festivals or events held across our district. Whilst we enjoy it, animals should not suffer. Over the past few months a couple of issues have arisen in neighbouring Council areas where Goldfish are being offered as prizes in fairground games and I have been contacted by several residents concerned about this cruel and outdated practice.

Giving live animals as prizes is not against the law, unless they are giving them away to unaccompanied children:

The Animal Welfare Act 2006 in England and Wales makes it an offence to give away an animal as a prize if the person can reasonably be believed to be under 16 and is not accompanied by an adult (there are some exceptions in sections 11(3)-(6) of the Act). This is not the case in Scotland, where under the Animal Health and Welfare (Scotland) Act 2006, it is an offence to offer or give an animal to another person as a prize (whatever their age), except where it is

offered in a family context.

This is not something that has been observed in our District and we note that the District Council has existing policies regarding not allowing animals performing as part of a circus. Addressing this with a positive policy statement will reinforce the Councils' and the residents' strong commitments to the rights of animals.

Instruct the Managing Director to ask staff to draw up a suitable policy statement to prohibit the offer of live animals as prizes at any fair, circus, festival or event held on (i) land owned by the District Council (ii) supported by the District Council in any way or (iii) licensed by the District Council."

- (ii) To consider the following Motion submitted in accordance with Rule 6 by Councillor P.E. Woodhead, Hednesford South Ward:

'A'-Boards

"The Commercial Obstructions on the Highway Policy agreed by Council in October 2017 has shown to be both unpopular and flawed in that feedback obtained from Traders shows a number of hidden costs not anticipated in the original policy design as well as a zealous approach to the conditions of compliance. This coupled with many traders simply removing advertising boards has left the three Town Centres a bleak and desolate place.

Instruct the Managing Director to halt the implementation of the Policy agreed in October 2017 whilst the scrutiny committee review is undertaken as a matter of urgency. The reviewed need, scale and scope of any replacement policy or proposals be brought back to Council for consideration."

- (iii) To consider the following Motion submitted in accordance with Rule 6 by Councillor P.E. Woodhead, Hednesford South Ward:

Lloyds Bank

"Lloyds Bank have announced that they are closing the branch in Hednesford. This is the last bank in the town and will be another devastating blow for the traders and community of Hednesford. Lloyds Bank was saved from collapse in 2008 with £220 billion of taxpayers money and have a moral obligation to serve our communities not isolate them.

Up until 2015 there was a commitment from all major high street banks to keep the "Last Bank in the Town" which was ditched in a coalition government agreement with bankers and replaced with 12 weeks notice and "community consultation".

A petition has been circulating in the town and online which has attracted over 2250 signatures asking for Lloyds to reconsider their decision.

Instruct the Managing Director to write on behalf of all Councillors to accompany the petition to urge Lloyds Bank to reverse their decision and keep a bank in the town."

- (iv) To consider the following Motion submitted in accordance with Rule 6 by Councillor P.A. Snape, Leader of the Opposition:

Electric Vehicle Charging Schemes

"As Members will know, Michael Gove, Secretary of State for Environment, Food and Rural Affairs, has announced a government plan to ban the sale of all petrol and diesel cars by 2040. This being the case, over the next 22 years the UK will have to ramp up the provision of charging points to provide the infrastructure to fuel electric vehicles.

New electric vehicles can only be supported if there are charging points available. Accordingly, planning permission for new build residential and business premises should include the provision of an electric charging point.

Cannock Chase District Council now has the opportunity to make a significant contribution to reducing carbon emissions and helping the government move towards its 2040 electric car target. Therefore, please let us now require new planning applicants, from 1st January 2019 onwards, to include an 'electric vehicle charging scheme' for housing and business/commercial developments such that the planning application must include an 'electric vehicle charging scheme' plan.

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. Appointments to Outside Bodies 2018-19

To consider proposed appointments to Outside Bodies for 2018/19 and amendments to appointments made at Annual Council 2018 (Item 11.1).

12. Scrutiny Committees' Annual Reports 2017-18

To receive for information the Annual Reports of the:

- Customers & Corporate Scrutiny Committee (Item 12.1 – 12.7);
- Economic Development and Town Centres Scrutiny Committee (Item 12.8 – 12.11);
- Health, Culture and Environment Scrutiny Committee (Item 12.12 – 12.15);
- Housing, Crime and Partnerships Scrutiny Committee (Item 12.16 – 12.19).

13. Exclusion of the Public

The Chairman to propose the following motion:-

"That the public be excluded for the remainder of the meeting because of the likely disclosure of exempt information as defined in Paragraphs 1, 2 and 3 of Part 1, Schedule 12A, Local Government Act, 1972."

CANNOCK CHASE COUNCIL

COUNCIL MEETING

WEDNESDAY, 25 JULY, 2018 AT 4:00 P.M.

COUNCIL CHAMBER, CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 2

14. Recommendations Referred from Cabinet, Committees etc.

To consider the following recommendation to Council agreed by Cabinet at its meeting held on 12 July, 2018, in respect of:

Cannock Town Centre (Draft Minute No. 31)

“That Council, at its meeting to be held on 25 July, 2018, be requested to approve a capital allocation in the Council’s Capital Programme 2018/19 to cover the purchase costs outlined in the Report and any related financial implications.”

Members can view the report for the above recommendation via the Members’ Portal.

15. 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. McGovern,
Managing Director

Civic Centre,
Beecroft Road,
Cannock
WS11 1BG

17 July, 2018

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 CIVIC CENTRE, BEECROFT ROAD, CANNOCK
AT 3:00 P.M., WEDNESDAY, 23 MAY, 2018
PART 1

PRESENT: Councillors:

Dudson, A. (Chairman)	
Witton, P.T. (Vice-Chairman)	
Adamson, G.	Lea, C.I.
Alcott, G.	Lyons, Miss O.
Allen, F.W.C.	Martin, Mrs. C.E.
Allt, Mrs. A.	Mitchell, Mrs. C.
Bennett, C.	Pearson, A.R.
Cooper, Miss J.	Preece, J.P.T.L.
Crabtree, S.K.	Smith, C.D.
Davis, Mrs. M.A.	Snape, D.J.
Fisher, P.A.	Snape, P.A.
Foley, D.	Startin, P.D.
Freeman, Miss M.A.	Stretton, Mrs P.Z. M.B.E.
Grice, Mrs. D.	Sutton, Mrs. H.M.
Hoare, M.W.A.	Tait, Ms. L.
Johnson, J.P.	Todd, Mrs. D.M
Johnson, T.B.	Wilkinson, Ms. C.L.
Kraujalis, J.T.	Woodhead, P.E.

1. Apologies

Apologies for absence were submitted for Councillors J.L. Bowater; M.S. Buttery; Mrs. S.M. Cartwright; Miss M.J. Dudson; P.M. Hewitt; Mrs. C.L. Peake; and M. Sutherland.

2. 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.

3. Honorary Aldermen

Consideration was given to the Report of the Managing Director (Item 3.1 – 3.5 of the Official Minutes of the Council). The Members who had nominated the individuals to have the title of Honorary Alderman conferred on them, spoke in turn about the individual nominee's record of service.

RESOLVED (by a unanimous vote):

That:

- (A) The title of Honorary Alderman be conferred upon former Councillors Roy Bagguley; Derek Davis; Dennis Dixon; Michael Grocott; and Michael Holder, in recognition of their eminent services to the Council.
- (B) Each Honorary Alderman be presented with a certificate of recognition at the next meeting of full Council on Wednesday, 25 July, 2018.

The meeting closed at 3.25 p.m.

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE ANNUAL MEETING OF THE COUNCIL
HELD IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
AT 4:00 P.M., WEDNESDAY, 23 MAY, 2018

PART 1

PRESENT: Councillors:

Dudson, A. (Chairman)	
Witton, P.T. (Vice-Chairman)	
Adamson, G.	Lea, C.I.
Alcott, G.	Lyons, Miss O.
Allen, F.W.C.	Martin, Mrs. C.E.
Allt, Mrs. A.	Mitchell, Mrs. C.
Bennett, C.	Peake, Mrs. C.L.
Cartwright, Mrs. S.M.	Pearson, A.R.
Cooper, Miss J.	Preece, J.P.T.L.
Crabtree, S.K.	Smith, C.D.
Davis, Mrs. M.A.	Snape, D.J.
Dudson, Miss M.J.	Snape, P.A.
Fisher, P.A.	Startin, P.D.
Foley, D.	Stretton, Mrs P.Z. M.B.E.
Freeman, Miss M.A.	Sutherland, M.
Grice, Mrs. D.	Sutton, Mrs. H.M.
Hoare, M.W.A.	Tait, Ms. L.
Johnson, J.P.	Todd, Mrs. D.M.
Johnson, T.B.	Wilkinson, Ms. C.L.
Kraujalis, J.T.	Woodhead, P.E.

Chairman's Outgoing Remarks

New Members

The Chairman welcomed the newly elected Members to the Council - Councillors Paul Fisher; Phil Hewitt; Olivia Lyons; Paul Startin; and Claire Wilkinson.

Former Members

The Chairman then offered thanks and gratitude to former Members of the Council for their service and dedication to the residents of Cannock Chase and to this Council. An invitation had been sent to each former Councillor to attend the

meeting but, unfortunately not all were able to attend. The Chairman, therefore, asked Members to firstly recognise those who were unable to attend:

- Stephanie Whitehouse, for 4 years service as elected Member for Etching Hill and The Heath; and
- Alan Dean, for 4 years service as elected Member for Heath Hayes East and Wimblebury.

The Chairman then asked the following former Councillors to come forward to receive their certificates of recognition:

- Mick Grocott, who had served as a Councillor for 18 years, as a ward Member for Western Springs.
- Gerald Molineux, who had served as a Councillor for 16 years, as a ward Member for Brereton and Ravenhill.
- Bill Hardman, who had served as a Councillor for 4 years, as a ward Member for Rawsley.

Chairman's Consort

The Chairman advised that during his term of office, he had been supported by his daughter, Michelle, as Consort. He wished to thank her for giving up her precious time to attend many of the events he had accepted invitations to. As a token of his appreciation for her support in his capacity as Chairman of the Council, he asked Michelle to come forward to receive a Past Consort's badge.

The Chairman gave a valedictory speech, saying that it had been a great pleasure over the past twelve months to represent the District of Cannock Chase as Chairman of the Council. It had been a most enjoyable experience and a great opportunity to meet some wonderful people, and it has been an absolute honour to hold this prestigious position, which he would cherish for years to come.

He also wished to take the opportunity thank all of his fellow elected Members and Council Officers for their support over the last twelve months, and to wish the soon to be newly elected Chairman great success in their new role. The Chairman hoped they would enjoy the experience as much as he had.

Chairman's Charities

The Chairman reminded Members that, at the start of his term, he had announced that he would be supporting three organisations and would be fundraising for them over the twelve month period. The organisations chosen were Rugeley Physically Handicapped Association; 1st Brereton Scouts; and 2nd Brereton Brownies. Unfortunately, due to changes within the Brownie Unit, it had not been possible to make contact with them, therefore, he had decided to instead donate a share of the fundraising to 1st Brereton Rainbows.

The Chairman then invited the following representatives to come forward and receive their donations:

- Jenny James from 1st Brereton Rainbows;
- Caroline Hyden from 1st Brereton Scouts.

Youth Endeavour Award

The Chairman advised that the Youth Endeavour Award was to be presented to Jaye Mountford, who had been nominated by Sue Merriman in recognition of the time she had spent over the last 5 years helping her local Brownie Unit, 10th Rugeley Brownies. The support Jaye had given and received from others had allowed her to grow from a quiet and shy girl in to a strong and confident young person.

Jaye had also been following a Young Leaders programme and had recently successfully completed all modules. She had been credited for being the biggest help in the Unit, and always gave great commitment and input to helping other young girls. She was always prepared to get stuck in to tasks and had much input and ideas in to the programme planning for the Brownie Unit. Jaye had shown herself keen to engage with children and to encourage them to become confident and to teach them invaluable life long skills. She was a shining role model to those around her.

The Chairman invited all Members in the Chamber to join him in wishing Jaye all the luck for her future endeavours, in particular her GCSE's, and he hoped that her desire to inspire other young people continued for a long time.

The Chairman then invited Jaye to come forward and collect her award.

4. Apologies

Apologies for absence were submitted for Councillors J.L. Bowater; M.S. Buttery; and P.M. Hewitt.

5. 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.

6. Election of Chairman of the Council

Councillor J.P.T.L. Preece nominated Councillor P.T. Witton, to be the Chairman of the Council, which was seconded by Councillor A.R. Pearson.

RESOLVED:

That Councillor P.T. Witton, be elected Chairman of the Council to hold office for the ensuing Municipal year.

Councillor P.T. Witton thereupon read and signed the Acceptance of Office and was invested with the badge of office by the outgoing Chairman, to whom he presented a Past Chairman's badge.

The Past Chairman was thanked for his fair and impartial chairing of meetings over the preceding Municipal year, and he then excused himself from the remainder of the meeting.

Councillor Witton, the newly appointed Chairman, thanked Members for electing him to office and took the Chair.

(Councillor P.T. Witton in the Chair)

7. Election of Vice-Chairman of the Council

Councillor J.P.T.L. Preece nominated Councillor Mrs. P.Z. Stretton, M.B.E., to be Vice-Chairman of the Council, which was seconded by Councillor Mrs. S.M. Cartwright.

RESOLVED:

That Councillor Mrs. P.Z. Stretton, M.B.E., be appointed Vice-Chairman of the Council to hold office for the ensuing Municipal year.

(Councillor Mrs. P.Z. Stretton, M.B.E., thereupon declared and signed the Acceptance of Office and was invested with the badge of office.)

8. Minutes

RESOLVED:

That the Minutes of the meeting held on 11 April, 2018, be approved as a correct record and signed.

9. Chairman's Announcements and Correspondence

(i) Chairman's Charity Collection

The Chairman advised that a charity collection box was circulating for Members to make a donation to support his chosen charities, which were to be St. Giles Hospice and the Air Ambulance service..

At the meeting held on 11 April, 2018 a total of £52.00 was received.

(ii) Civic Service

The Chairman informed Members that his Civic Service and Reception was to be held on Sunday 15th July at St. Luke's Church, Cannock.

An invitation and further details of the occasion would be sent to Members in due course.

(iii) Armed Forces Day

The Chairman advised that the Council would be hosting a small flag raising ceremony on Monday, 25 June at 10:30 a.m. at the front of the Civic Building, with light refreshments to follow in the Chairman's Room.

(iv) Group Photo

The Chairman requested that all Members stayed behind in the Chamber at the conclusion of the meeting in order that photographs could be taken.

10. Election of Leader of the Council

Councillor Mrs. C. Mitchell nominated Councillor G. Adamson to be the Leader of the Council, which was seconded by Councillor A.R. Pearson.

RESOLVED:

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

(Councillor G. Adamson thereupon declared and signed the Acceptance of Office.)

11. Form and Composition of the Cabinet

The Leader of the Council, Councillor G. Adamson, notified the Council of the form and composition of the Cabinet:

Cllr. G. Adamson	Leader of the Council
Cllr. G. Alcott	Deputy Leader of the Council and Economic Development and Planning Portfolio Leader
Cllr. J.T. Kraujalis	Corporate Improvement Portfolio Leader
Cllr. C. Bennett	Crime and Partnerships Portfolio Leader
Cllr. Mrs. C. Mitchell	Culture and Sport Portfolio Leader
Cllr. J.P.T.L. Preece	Environment Portfolio Leader
Cllr. Mrs. C.E. Martin	Health and Wellbeing Portfolio Leader
Cllr. A.R. Pearson	Housing Portfolio Leader
Cllr. Mrs. D.M. Todd	Town Centre Regeneration Portfolio Leader

The Leader then reported on a number of key issues/projects from 2017-18 and forward into 2018-19 and beyond, including:

- Mill Green Designer Outlet Village.
- Successful delivery of new social housing.
- The 5's all weather football facility in Hednesford, in conjunction with Inspiring Healthy Lifestyles (formerly Wigan Leisure and Culture Trust).
- New cemetery facility on the Cannock side of the Chase.
- Former Stadium site.

12. Leader of the Opposition

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

Councillor P.A. Snape (Conservative) confirmed his acceptance of office as Leader of the Opposition.

13. Form and Composition of the Shadow Cabinet

The Leader of the Opposition, Councillor P.A. Snape, notified the Council of the form and composition of the Shadow Cabinet:

Cllr. P.A. Snape	Leader of the Opposition
Cllr. M. Sutherland	Deputy Leader of the Opposition and Economic Development and Planning Shadow Portfolio Leader
Cllr. Mrs. H.M. Sutton	Corporate Improvement Shadow Portfolio Leader
Cllr. D.J. Snape	Crime and Partnerships Shadow Portfolio Leader
Cllr. M.S. Buttery	Culture and Sport Shadow Portfolio Leader
Cllr. J.P. Johnson	Environment Shadow Portfolio Leader
Cllr. C.D. Smith	Health and Wellbeing Shadow Portfolio Leader
Cllr. C.I. Lea	Housing Shadow Portfolio Leader
Cllr. M.W.A. Hoare	Town Centre Regeneration Shadow Portfolio Leader

14. Allocation of Seats to Political Groups to Committees and Other Bodies

Consideration was given to the Report of the Managing Director (Item 11.1 – 11.4 of the Official Minutes of the Council).

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 (as amended) to the report be confirmed.

15. Appointment of Members, Chairmen and Vice-Chairmen to the Council's Committees, Sub-Committees and Other Bodies 2018-19

A schedule setting out the nominations provided by each of the Political Group Leaders for Members to be appointed to the Council's Committees, Sub-Committees and Other Bodies, together with nominations for the appointment of Chairman and Vice Chairman (Item 12.1 – 12.6 of the Official Minutes of the Council) was moved by the Leader of the Council.

(NB The Leader of the Opposition withdrew his Group's nominations for the Vice Chairs of the non-Scrutiny Committees, so these were uncontested.)

RESOLVED:

That:

- (A) The membership of the Council's Committees, Sub-Committees and Other Bodies for the 2018-19 municipal year, as set out in the schedule, be agreed.

- (B) The Chairmen and Vice-Chairmen of the Council's Committees, Sub-Committees and Other Bodies for the 2018-19 municipal year, as set out in the schedule, be agreed.

16. Representatives on Outside Bodies 2018-19

Consideration was given to the Report of the Managing Director (Item 12.1 – 12.4 of the Official Minutes of the Council).

A schedule of outside bodies, together with the nominations received by each of the Political Groups, was circulated at the meeting.

Members agreed to suspend Rule 15(8) of the Council Procedure Rules for voting purposes, and then determined the appointment of representatives to outside bodies. Following a vote on each of the nominations requiring determination, it was

RESOLVED:

That:

- (A) The Council's representatives on the following Outside Bodies, as detailed in the schedule circulated at the meeting, for the 2018-19 Municipal Year, or as indicated, be:

<u>Outside body</u>	<u>Representative(s)</u>	
	<u>Councillor(s)</u>	<u>Other</u>
Beaudesert Sports Field and Recreation Ground Charity Management Committee (1)	Deferred for consideration at next Council meeting	
Cannock Advice Centre (3)	Adamson, G. (L) Cartwright, Mrs. S. (L) Tait, Ms. L (L)	
Cannock Bowling Green Trust (4)	Adamson, G. (L) Johnson, T. (L) Kraujalis, J.T. (L) Sutton, Mrs. H.M. (C)	
Cannock Chase Arts Council (3)	Adamson, G. (L) Crabtree, S. (G) Mitchell, Mrs. C. (L)	
Cannock Wood and Gentleshaw Village Hall Management Committee (1)	Lyons, Miss. O. (C)	
Charity for the Provision of Allotments for the Labouring Poor of the Ancient Parish of Rugeley (3)	Bennett, C. (L) Foley, D. (L) Grice, Mrs. D. (L)	
Chase Sports Council (6)	Buttery, M. (C) Cooper, Ms. J. (L) Johnson, T. (L) Mitchell, C. (L) Preece, J. (L) Snape, P.A. (C)	
Chetwynd Charity (2)	Bennett, C. (L) Dudson, A. (L)	
Community Council of Staffordshire (Councillor or Officer) (1)	Sutherland, M. (C)	

Etching Hill Village Hall Committee (1)	Johnson, J.P. (C)	
Greater Birmingham and Solihull LEP Joint Scrutiny Committee (1)	Johnson, T. (L)	
Greater Birmingham and Solihull LEP Joint Scrutiny Committee - Substitute Member (1)	Cooper, Miss J. (L)	
Landor Society (2)	Bennett, C. (L) Foley, D. (L)	
Longdon (Colton) Almshouses (1)	Bowater, J. (C)	
National Association of Councillors (2)	Deferred for consideration at next Council meeting, pending further information re. NAC	
Norton Canes Community Centre (1)	Preece, J.P.T.L. (L)	
Poplars Landfill Site Liaison Committee (7)	Davis, Mrs. M.A. (L) Hoare, M.W.A. (C) Kraujalis, J.T. (L) Snape, D.J. (C) Stretton, Mrs. P.Z. (L) Sutherland, M. (C) Witton, P. (L)	
Rugeley Physically Handicapped Association (1)	Allt, Mrs. A. (C)	
Shoal Hill Common Joint Committee (Must be Councillors) (2)	Kraujalis, J.T. (L) Tait, Ms. L. (L)	
Slitting Mill Village Hall Committee (1)	Dudson, A. (L)	
Staffordshire County Council – Healthy Staffordshire Select Committee – Co-opted Member (1)	Cooper, Ms. J. (L)	
Staffordshire County Council – Corporate Parenting Panel (1)	Pearson, A. (L)	
Staffordshire Playing Fields Association (2: 1 appointed by Council; 1 appointed by Cabinet)	Buttery, M. (C)	
West Midlands Combined Authority (voting non-constituent Member) (1)	Adamson, G. (L)	
West Midlands Combined Authority (voting non-constituent Member) – Substitute Member 1 (1)	Alcott, G. (L)	
West Midlands Combined Authority (voting non-constituent Member) – Substitute Member 2 (1)	Kraujalis, J.T. (L)	
West Midlands Combined Authority Overview & Scrutiny Committee (voting Member) (1)	Preece, J.P.T.L. (L)	
West Midlands Combined Authority Overview & Scrutiny Committee (voting Member) – Substitute Member (1)	Johnson, T. (L)	
West Midlands Combined Authority – Audit, Risk & Assurance Committee (1)	Kraujalis, J.T. (L)	
West Midlands Combined Authority – Audit, Risk & Assurance Committee – Substitute Member (1)	Lea, C. (C)	

- (B) The Managing Director, in consultation with the Political Group Leaders, be authorised to make additional appointments and amendments, to any new or existing outside bodies, as necessary, throughout the municipal year.
- (C) In the event of the Political Group Leaders failing to agree on a nomination(s) to an outside body (as referred to in (B) above) the appointment be a matter for determination by the Council.
- (D) Subject to (B) above, the Managing Director 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 travelling and subsistence expenses.

17. Recommendations Referred from Cabinet, Committees etc.

Consideration was given to the following recommendations to Council considered by Cabinet at its meeting held on 19 April, 2018, in respect of:

Corporate Plan and Priority Delivery Plans (Draft Minute No. 100) (The Corporate Improvement Portfolio Leader moved the recommendation)

“That:

- (A) The Corporate Plan 2018-23 be adopted and approved for publication, together with the Priority Delivery Plans for the 2018-19 financial year, as detailed in Appendices 1, 2 and 3 of the 19 April, 2018 Cabinet report.
- (B) The existing structure of four Scrutiny Committees be retained, but revised terms of reference be agreed for each Committee (a document detailing revised titles and terms of reference was circulated at the start of the meeting – Item 14.1 – 14.5 of the Official Minutes of the Council).

Safeguarding Children and Adults at Risk of Abuse or Neglect Policy and Procedure (Draft Minute No. 104) (The Crime and Partnerships Portfolio Leader spoke to and moved the recommendation)

“That the Safeguarding Children and Adults at Risk of Abuse or Neglect Policy and Procedure, as detailed in Appendix 1 of the 19 April, 2018 Cabinet report, be adopted.”

RESOLVED:

Corporate Plan and Priority Delivery Plans (Draft Minute No. 100)

That:

- (A) The Corporate Plan 2018-23 be adopted and approved for publication, together with the Priority Delivery Plans for the 2018-19 financial year, as detailed in Appendices 1, 2 and 3 of the 19 April, 2018 Cabinet report.
- (B) The existing structure of four Scrutiny Committees be retained, with revised titles and terms of reference agreed for each Committee as per the document circulated at the start of the meeting to take effect immediately.

Safeguarding Children and Adults at Risk of Abuse or Neglect Policy and Procedure (Draft Minute No. 104)

That the Safeguarding Children and Adults at Risk of Abuse or Neglect Policy and

Procedure, as detailed in Appendix 1 of the 19 April, 2018 Cabinet report, be adopted.

18. Review of the Members' Allowances Scheme

Consideration was given to the Report of the Monitoring Officer (Item 15.1 – 15.82 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The length of the revised Members' Allowances Scheme be set at 3 years (April, 2018 to March, 2021).
- (B) The Basic Allowance, Special Responsibility Allowances and Civic Allowances be increased by 2% in 2018/19 and index linked to percentage changes in NJC Officer pay rates for 2019/20 and 2020/21.
- (C) Travel and Subsistence Allowances continue to be index linked to the rates which can be claimed by Officers.
- (D) The Carers' Allowance be set at the National Living Wage rate applicable for each year the Scheme is in force.
- (E) The Communications Allowance continue to be paid at £400 per year (£33.33 per month).
- (F) The Special Responsibility Allowance for the Chairmen of Scrutiny Committees' be increased to £2,000 per Chairman (and the increases agreed in (B) above, also be applied).
- (G) A Special Responsibility Allowance be re-introduced for members of the Shadow Cabinet, set at £1,200 per member (and the increases agreed in (B) above, also be applied).

The meeting closed at 5.40 p.m.

CHAIRMAN

COUNCIL
25 JULY 2018
NOTIFICATION OF CHANGES TO MEMBERSHIPS OF COMMITTEES ETC.
2018-19 FOR APPROVAL BY COUNCIL

LABOUR GROUP CHANGES (changes shown in bold text):

Appointments Panel	
<u>Current Membership</u>	<u>Proposed Membership</u>
Adamson, G. Allen, F.W.C. Dudson, Miss M.J. Stretton, Mrs. P.Z. Witton, P.T.	Adamson, G. Allen, F.W.C. Dudson, Miss M.J. Todd, Mrs. D.M. Witton, P.T.

Audit & Governance Committee	
<u>Current Membership</u>	<u>Proposed Membership</u>
Cooper, Miss J. Dudson, Miss M.J. (Vice-Chairman) Grice, Mrs. D. (Chairman) Tait, Ms. L.	Dudson, Miss M.J. (Vice-Chairman) Grice, Mrs. D. (Chairman) Stretton, Mrs. P.Z. Tait, Ms. L.

Community Scrutiny Committee	
<u>Current Membership</u>	<u>Proposed Membership</u>
Cartwright, Mrs. S.M. Davis, Mrs. M.A. (Chairman) Dudson, Miss M.J. Foley, D. Stretton, Mrs. P.Z. Tait, Ms. L. Witton, P.T. (substitute)	Allen, F.W.C. (Chairman) Cooper, Miss J. Davis, Mrs. M.A. Dudson, A. Dudson, Miss M.J. Foley, D. Witton, P.T. (substitute)

Corporate Scrutiny Committee	
<u>Current Membership</u>	<u>Proposed Membership</u>
Cooper, Miss J. Dudson, A. Foley, D. (Chairman) Grice, Mrs. D. Johnson, T.B. Stretton, Mrs. P.Z. Tait, Ms. L. Cartwright, Mrs. S.M. (substitute)	Cooper, Miss J. Davis, Mrs. M.A. Dudson, A. Dudson, Miss M.J. Foley, D. (Chairman) Grice, Mrs. D. Johnson, T.B. Cartwright, Mrs. S.M. (substitute).

Licensing and Public Protection Committee	
<u>Current Membership</u>	<u>Proposed Membership</u>
Allen, F.W.C. (Vice-Chairman) Cartwright, Mrs. S.M. Johnson, T.B. (Chairman) Todd, Mrs. D.M. Witton, P.T. Tait, Ms. L. (substitute)	Allen, F.W.C. (Vice-Chairman) Cartwright, Mrs. S.M. Johnson, T.B. (Chairman) Todd, Mrs. D.M. Witton, P.T. Davis, Mrs. M.A. (substitute)

Planning Control Committee	
<u>Current Membership</u>	<u>Proposed Membership</u>
Allen, F.W.C. (Vice-Chairman) Cartwright, Mrs. S.M. (Chairman) Cooper, Miss J. Johnson, T.B. Pearson, A.R. Stretton, Mrs. P.Z. Tait, Ms. L. Todd, Mrs. D.M. Witton, P.T. (substitute)	Allen, F.W.C. (Vice-Chairman) Cartwright, Mrs. S.M. (Chairman) Cooper, Miss J. Dudson, A. Pearson, A.R. Stretton, Mrs. P.Z. Tait, Ms. L. Todd, Mrs. D.M. Witton, P.T. (substitute)

Promoting Prosperity Scrutiny Committee	
<u>Current Membership</u>	<u>Proposed Membership</u>
Allen, F.W.C. (Chairman) Dudson, A. Foley, D. Grice, Mrs. D. Johnson, T.B. Stretton, Mrs. P.Z. Tait, Ms. L. Witton, P.T. (substitute)	Davis, Mrs. M.A. (Chairman) Dudson, A. Foley, D. Grice, Mrs. D. Johnson, T.B. Stretton, Mrs. P.Z. Tait, Ms. L. Witton, P.T. (substitute)

Standards Committee	
<u>Current Membership</u>	<u>Proposed Membership</u>
Allen, F.W.C. (Chairman) Bennett, C. Stretton, Mrs. P.Z. (Vice-Chairman)	Allen, F.W.C. (Chairman) Bennett, C. Foley, D. (Vice-Chairman)

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COUNCIL – 25 JULY 2018**REPRESENTATIVES ON OUTSIDE BODIES 2018-19****Appointments not determined at the Annual Council Meeting held on 23 May, 2018**

Name of Body	No. of Seats	Previous Rep	Proposed Rep	Term of Appointment	Notes
Beaudesert Sports Field and Recreation Ground Charity Management Committee	1	*Mrs. S. Holliday 14 Bradwell Lane, Cannock Wood WS15 4RW	Mr P. King* Wilkinson, Ms. C.L. (G)	1 Year	The Secretary to the Committee has advised that it is not obligatory for the Council's appointed representative to live within the Cannock Wood and Gentleshaw Village area, but it may help them understand the issues a bit better if they did.
National Association of Councillors	2	Kraujalis, J. (L) Lea, C.I. (C)		1 Year	If Council resolves not to make any appointments then this body will be removed from the schedule.

Appointments made at Annual Council which require amendment

Name of Body	No. of Seats	Previous Rep	Proposed Rep	Term of Appointment	Notes
Poplars Landfill Site Liaison Committee	1	Cooper, Miss. J. (L) – (Chairman of the Health, Culture and Environment Scrutiny Committee)	Chairman of the Community Scrutiny Committee (currently Cllr. Mrs. M.A. Davis (L))	1 Year	Position should be for the Chairman of the Scrutiny Committee that covers Environment related matters.
West Midlands Combined Authority - Overview & Scrutiny Committee (voting Member)	1	Preece, J.P.T.L. (L) (appointed at Annual Council 23/05/18 for the 2018/19 municipal year.)		1 Year	The Scrutiny Committee is established on a politically balanced basis. Therefore, the Voting Member and Substitute Member must be from the same political party. The current Substitute Member as appointed at Annual Council is Cllr. T.B. Johnson (L)

KEY:

* Indicates that appointee is not a Member of the Council.

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Report of:	Head of Governance & Customer Services
Contact Officer:	Judith Aupers
Telephone No:	4411
Portfolio Leader:	Corporate Improvement
Key Decision:	No
Report Track:	Corporate Scrutiny Committee: 26/06/18 and Council: 25/07/18

COUNCIL
25 JULY 2018
CUSTOMERS & CORPORATE SCRUTINY COMMITTEE
ANNUAL REPORT 2017-18

1 Purpose of Report

- 1.1 This report summarises the work undertaken by the Customers & Corporate Scrutiny Committee during the municipal year 2017-18.

2 Recommendations

- 2.1 That the report be noted.

3 Key Issues and Reasons for Recommendation

- 3.1 The report summarises the work undertaken by the Customers & Corporate Scrutiny Committee during the municipal year 2017-18.
- 3.2 The Committee received information on:
- (i) the end of year outturn for the Priority Delivery Plan for 2016-17;
 - (ii) progress reports on the Customer & Corporate Priority Delivery Plan for 2017-18;
 - (iii) Review of the Financial Recovery Plan (FRP); and
 - (iv) Review of Individual Electoral Registration and Polling Stations.

- 3.3 As a result of the review of the FRP, the Committee made a recommendation to the Cabinet asking that a letter be written to the Government “seeking compensation for loss of income should development of the former Rugeley Power Station site be delayed by using the site as a base for HS2 building works.”

4 Relationship to Corporate Priorities

- 4.1 The Customers and Corporate Scrutiny Committee was responsible for scrutinising matters relating to the Customers Priority of “Delivering Council services that are customer centred and accessible”.

5 Report Detail

- 5.1 It was agreed in July 2016 by full Council that in future the Scrutiny Committees would produce an annual report for Council on the work undertaken by each of the Committees.

- 5.2 The key role of the Scrutiny Committee is to:

- Hold the executive to account;
- Ensure corporate priorities are met
- Review and develop policies
- scrutinise partners
- consider performance management information

- 5.3 The remit of the Customers & Corporate Scrutiny Committee during 2017-18 included:

- The Customers PDP
- Corporate Issues
- Budget Consultation
- Corporate & Support Services – i.e. Finance, HR, Governance,
- Legal, Technology, Communications, Customer Services (inc. Social Alarms) and Civic Support
- Local Taxation and Benefits

- 5.4 The Committee considered the following items during 2017-18:

21 June 2017

- End of Year PDP performance update 2016/17
- The Committee’s Annual Report 2016/17
- Committee’s work programme for 2017/18

14 November 2017

- PDP Q1 & Q2 2017/18 performance update
- Review of the Financial Recovery Plan (FRP)
- Work programme update

12 March 2018

- PDP Q3 2017/18 update
- Review of Individual Electoral Registration and Polling Stations

5.5 The scope of the review of the FRP is attached at Appendix 1. At the conclusion of the review, the Committee recommended that:

“Cabinet, at its meeting to be held on 19 April, 2018, be requested to write to the Government seeking compensation for loss of income should development of the former Rugeley Power Station site be delayed by using the site as a base for HS2 building works.”

The Cabinet has agreed this recommendation.

Members also requested that:

- (i) the option to no longer fund or install Christmas illuminations be reviewed after 12 months to assess its impact on the areas affected; and
- (ii) for future consultations consideration be given to including questions targeted to specific residents/areas where appropriate.

5.6 The scope of the review of Individual Electoral Registration and Polling Stations is attached at Appendix 2 . There were two key points arising from this review:

- (i) Members noted the low national registration rate of 18 to 25 year olds, and queried what the Council was doing to tackle this locally. The Democratic Services & Resilience Manager advised that due to existing workloads and limited resource and Officer capacity, it was difficult to focus on such specific matters but the Council follows the Electoral Commission guidance and links into their campaigns for promoting voter registration.
- (ii) Members raised comments about access/location issues with certain polling stations in the District. The Democratic & Resilience Services Manager advised that concerns about polling stations are noted and taken into account where possible when preparing for elections. Any comments would also be taken into account for the required statutory review which could take place from October 2018, onwards, but was most likely to commence in March 2019.

6 Implications

6.1 Financial

None

6.2 Legal

None

6.3 **Human Resources**

None

6.4 **Section 17 (Crime Prevention)**

None

6.5 **Human Rights Act**

None

6.6 **Data Protection**

None

6.7 **Risk Management**

None

6.8 **Equality & Diversity**

None

6.9 **Best Value**

None

7 Appendices to the Report

Appendix 1 Scoping document for the review of the Financial Recovery Plan

Appendix 2 Scoping document for the review of Individual Electoral Registration and Polling Stations

Previous Consideration

None.

Background Papers

None.

SCRUTINY REVIEW

REVIEW TITLE
Review of the Financial Recovery Plan (FRP)
SCOPE OF THE REVIEW/TERMS OF REFERENCE
<p>The review will look at:</p> <ul style="list-style-type: none"> • The changes made to the FRP proposals as a result of the consultation process, including the comments made by the Customer & Corporate Scrutiny Committee; • The progress made in delivering the savings outlined in the FRP; • The impact/consequences of the savings proposals.
REASON FOR SCRUTINY
<p>To ensure that:</p> <ul style="list-style-type: none"> • due consideration was given to the feedback from the consultation process; and • the savings proposals are being delivered as approved by Council
MEMBERSHIP OF THE REVIEW GROUP
Members of the Customer & Corporate Scrutiny Committee
KEY TASKS / REVIEW PLAN
<ul style="list-style-type: none"> • Review the consultation feedback and consider what changes were made to the Cabinet's proposals as a results of the consultation; and • Review the progress report and identify those proposals that are behind schedule for implementation and establish the reasons for this.
INFORMATION TO BE PROVIDED FOR THE REVIEW
<ul style="list-style-type: none"> • Summary of FRP options, consultations responses and Cabinet decisions • Progress report on delivery of the FRP options
SOURCES OF EVIDENCE
<ul style="list-style-type: none"> • Consultation Feedback Report to Cabinet – 15 December 2016* • Consultation Comments made by the Customer & Corporate Scrutiny Committee - minutes of meeting 13 October 2016 (included as Appendix 4 to the above report)* • Consultation Budget Report to Cabinet – 15 December 2016*
TIMESCALE
<ul style="list-style-type: none"> • Information will be provided to Members at the meeting on 14th November 2017. • Depending on the outcome of the review a report will be prepared for the Committee to consider at the next meeting.

*This information is available on the Council's website at:

Consultation Feedback Report to Cabinet Report -

https://www.cannockchasedc.gov.uk/sites/default/files/04a-frp_consultation_cov_rpt_cab_151216.pdf

Appendix 1 - https://www.cannockchasedc.gov.uk/sites/default/files/04b-appx_1_frp_consultn_slides_181016_2.pdf

Appendix 2 - https://www.cannockchasedc.gov.uk/sites/default/files/04c-appx_2_-_consultation_response_rankings.pdf

Appendix 3 - https://www.cannockchasedc.gov.uk/sites/default/files/04d-appx_3_-_correspondence_optimized_r.pdf (Customer & Scrutiny Committee Minutes)

Appendix 4 - https://www.cannockchasedc.gov.uk/sites/default/files/04e-appx_4_mins_-_cust_and_corp_scrutiny_cttee_131016.pdf

Budget Consultation Report to Cabinet - https://www.cannockchasedc.gov.uk/sites/default/files/05-consultation_budget_rptv2_cab_151216.pdf

SCRUTINY REVIEW

REVIEW TITLE
Electoral Registration and Polling Stations
SCOPE OF THE REVIEW/TERMS OF REFERENCE
<p>The review of the Individual Electoral Registration Process (IER) will cover:</p> <ul style="list-style-type: none"> (i) The Annual Registration Process; (ii) Changes to registration eg change of address; (iii) Registering for a postal vote; and (iv) Registration statistics <p>The review of polling stations will cover:</p> <ul style="list-style-type: none"> (i) What we look for in a polling station; (ii) Polling Station Review process and the outcome of the last review undertaken in 2014/15; and (iii) Training given to Presiding Officers regarding Polling Stations
REASON FOR SCRUTINY
<p>Concerns about:</p> <ul style="list-style-type: none"> • awareness of how to register (including for postal votes) • accessibility of polling stations for voters
MEMBERSHIP OF THE REVIEW GROUP
Members of the Customer & Corporate Scrutiny Committee
KEY TASKS / REVIEW PLAN
<p>To consider:</p> <ul style="list-style-type: none"> • the actions taken by the political parties, election candidates and the Council to promote and encourage voter registration; • the actions taken to identify changes in circumstance eg change of address; • the options to ensure the accessibility of voting in the district
SOURCES OF EVIDENCE
<ul style="list-style-type: none"> • Registration statistics for annual canvass 2016-17 • Statistics for the turnout at recent elections • Statistics re number of postal votes • Report to Council on the outcome of the polling station review (14 January 2015)
TIMESCALE
<ul style="list-style-type: none"> • A report/presentation will be given to Members at the next meeting on 14th November. • Depending on the outcome of the review a report will be prepared for Members to consider at the meeting on 12 March 2018.

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Report of:	Interim Head of Economic Prosperity
Contact Officer:	Paul Beckley
Telephone No:	4223
Key Decision:	No
Report Track:	Promoting Prosperity Scrutiny Committee: 04/07/18 Council: 25/07/18

COUNCIL
25 JULY 2018
ECONOMIC DEVELOPMENT AND TOWN CENTRES SCRUTINY COMMITTEE
ANNUAL REPORT 2017-18

1 Purpose of Report

- 1.1 This report summarises the work undertaken by the Economic Development and Town Centres Scrutiny Committee during the municipal year 2017-18.

2 Recommendations

- 2.1 That the report be noted.

3 Key Issues and Reasons for Recommendation

- 3.1 The report summarises the work undertaken by the Economic Development and Town Centres Scrutiny Committee during the municipal year 2017-18.
- 3.2 The Committee received information on:
- (i) the end of year outturn for the Priority Delivery Plan for 2016-17;
 - (ii) progress reports on the Priority Delivery Plan for 2017-18;
 - (iii) Review of transport provision in the district.
- 3.3 The review focused on bus services and as a result made three recommendations:

- That Cabinet be recommended to write to Arriva to show support for the inclusion of Rugeley within the “saver zones” area and the Scrutiny Committee be advised of any reply received.
- That a letter be forwarded to Staffordshire County Council on behalf of the Committee expressing their disappointment on the reduced bus services being provided in the District from April, 2018.
- That Parish/Town Council’s be contacted to ask if they would be willing to make a contribution towards subsidising the Lichfield and Rugeley Village Connect service.

4 Relationship to Corporate Priorities

- 4.1 The Economic Development and Town Centres Scrutiny Committee is responsible for scrutinising matters relating to the Economic Development and Town Centres corporate priority..

5 Report Detail

- 5.1 It was agreed in July 2016 by full Council that in future the Scrutiny Committees would produce an annual report for Council on the work undertaken by each of the Committees.

- 5.2 The key role of the Scrutiny Committee is to:

- Hold the executive to account;
- Ensure corporate priorities are met
- Review and develop policies
- scrutinise partners
- consider performance management information

- 5.3 The remit of the Economic Development and Town Centres Scrutiny Committee during 2017-18 included:

- Economic Development and Town Centres PDP
- Planning
- Economic Development
- Building Control
- Markets
- Land and Property Holdings (excluding HRA)
- Town Centre Regeneration

- 5.4 The Committee considered the following items during 2017-18:

4 July 2017

- End of Performance Report 2016-17
- Committee’s work programme for 2017-18

12 December 2017

- PDP Q1 and Q2 2017/18 update
- Update on the Transport Review by the Transport Working Group

4 April 2018

- PDP Q3 2017/18 update
- Conclusions of the Transport Review by the Transport Working Group
- Information on the SWIFT Travel Scheme
- Update on use of Section 106 monies in relation to Rugeley Tesco

5.5 A Member Working Group was established to scrutinise transport provision with the focus on bus services. This Transport Working Group met on 3 occasions and representatives from Staffordshire County Council and/or Arriva attended each meeting. This gave Members opportunity to receive information and to scrutinise these representatives on the local bus services.

5.6 As a result of the work of The Transport Working Group the Committee made 3 recommendations:

- That Cabinet be recommended to write to Arriva to show support for the inclusion of Rugeley within the “saver zones” area and the Scrutiny Committee be advised of any reply received.
- That a letter be forwarded to Staffordshire County Council on behalf of the Committee expressing their disappointment on the reduced bus services being provided in the District from April, 2018.
- That Parish/Town Council’s be contacted to ask if they would be willing to make a contribution towards subsidising the Lichfield and Rugeley Village Connect service.

6 Implications

6.1 **Financial**

None

6.2 **Legal**

None

6.3 **Human Resources**

None

6.4 **Section 17 (Crime Prevention)**

None

6.5 **Human Rights Act**

None

6.6 Data Protection

None

6.7 Risk Management

None

6.8 Equality & Diversity

None

6.9 Best Value

None

7 Appendices to the Report

None

Previous Consideration

None

Background Papers

None

Report of:	Head of Environment & Healthy Lifestyles
Contact Officer:	Mike Edmonds
Telephone No:	4416
Portfolio Leaders:	Culture & Sport / Environment / Health & Wellbeing
Key Decision:	No
Report Track:	Wellbeing Scrutiny Committee: 03/07/18 / Community Scrutiny Committee: 17/07/18 / Council: 25/07/18

COUNCIL
25 JULY 2018
HEALTH, CULTURE AND ENVIRONMENT SCRUTINY COMMITTEE
ANNUAL REPORT 2017-18

1 Purpose of Report

- 1.1 This report summarises the work undertaken by the Health, Culture and Environment Scrutiny Committee during the municipal year 2017-18.

2 Recommendations

- 2.1 That the report be noted.

3 Key Issues and Reasons for Recommendation

- 3.1 The report summarises the work undertaken by the Health, Culture and Environment Scrutiny Committee during the municipal year 2017-18.

- 3.2 The Committee received information on:

- (i) the end of year outturn for the Priority Delivery Plan for 2016-17;
- (ii) progress reports on the Health, Culture and Environment Priority Delivery Plan for 2017-18;

- (iii) Review of the new cemetery proposals and core requirements; and
 - (iv) Task and Finish Group Updates on the impact of Hot Food Takeaways.
- 3.3 As a result of the review of the new cemetery proposals, core requirements and the soft market testing exercise, the Committee made a recommendation to explore the option of a feasibility study for a new crematorium.

4 Relationship to Corporate Priorities

- 4.1 The Health, Culture and Environment Scrutiny Committee is responsible for scrutinising matters relating to the key priorities of delivering “Better Health Outcomes” and “Cleaner and Safer environments”.

5 Report Detail

- 5.1 It was agreed in July 2016 by full Council that in future the Scrutiny Committees would produce an annual report for Council on the work undertaken by each of the Committees.

- 5.2 The key role of the Scrutiny Committee is to:

- Hold the executive to account;
- Ensure corporate priorities are met
- Review and develop policies
- scrutinise partners
- consider performance management information

- 5.3 The Scrutiny Committee considered the following items during 2017-18:

10 July 2017

- End of Year PDP performance update 2016/17
- The Committee’s Annual report 2016/17
- The Committee’s Work Programme for 2017-18
- Healthwatch Staffordshire Update
- Staffordshire County Council’s Healthy Staffordshire Select Committee Update

6 November 2017

- PDP Q1 & Q2 2017/18 performance update
- Healthwatch Staffordshire Update
- Staffordshire County Council’s Healthy Staffordshire Select Committee Update

- Update on new cemetery proposals and core requirements
- Update on Parks Proposals
- Update on Task and Finish Group – Impact of Hot Food Takeaways

26 March 2018

- PDP Q3 2017/18 update
- Healthwatch Staffordshire Update
- Staffordshire County Council's Healthy Staffordshire Select Committee Update
- New Cemetery Results of Soft Market Testing Exercise
- Task and Finish Group – Impact of Hot Food Takeaways
- Joint Health Scrutiny Accountability Sessions 2018

5.4 The Committee received a number of specific service updates (e.g. Parks Management Proposals and new cemetery proposals) and partner updates (e.g. Healthwatch Staffordshire Update, and Staffordshire County Council's Healthy Select Committee update). The Committee determined a number of key requirements to be included in respect of the operation of the proposed new cemetery and the soft market testing exercise; following which the Committee made a recommendation to explore the option of a feasibility study for a new crematorium.

6 Implications

6.1 Financial

None

6.2 Legal

None

6.3 Human Resources

None

6.4 Section 17 (Crime Prevention)

None

6.5 Human Rights Act

None

6.6 **Data Protection**

None

6.7 **Risk Management**

None

6.8 **Equality & Diversity**

None

6.9 **Best Value**

None

7 Appendices to the Report

None.

Previous Consideration

None

Background Papers

None

Report of:	Head of Housing & Partnerships
Contact Officer:	Nirmal Samrai
Telephone No:	Ext 4210
Key Decision:	No
Report Track:	Promoting Prosperity Scrutiny Committee: 04/07/18 / Community Scrutiny Committee: 17/07/18 / Council: 25/07/18

COUNCIL
25 JULY 2018
HOUSING, CRIME AND PARTNERSHIPS SCRUTINY COMMITTEE
ANNUAL REPORT 2017-18

1 Purpose of Report

- 1.1 This report summarises the work undertaken by the Housing, Crime & Community Safety Scrutiny Committee during the municipal year 2017-18.

2 Recommendations

- 2.1 That the report be noted.

3 Key Issues and Reasons for Recommendation

- 3.1 The report summarises the work undertaken by the Housing, Crime and Partnerships Scrutiny Committee during the municipal year 2017-18.

- 3.2 The Committee received information on:

- (i) the end of year outturn for the Priority Delivery Plan for 2016-17;
- (ii) progress reports on the Priority Delivery Plan for 2017-18;
- (iii) Anti Social Behaviour Policy review – working group.
- (iv) Locality Policing Review – working group.

3.3 The Anti Social Behaviour (ASB) Policy review focussed on developing a corporate Anti Social Behaviour Policy linked with the Council's Housing Anti Social Behaviour Policy. The aim of the review was have one corporate approach for dealing with ASB and to bring in broader partnership working in relation to new powers and tools and diversionary activities.

- A Draft Corporate Anti Social Behaviour Policy was produced and it was noted that the implementation of the Policy had additional staffing resource implications. The Head of Service was going to consider on how to best to move this matter forward.
- The Locality Policing Review – was removed from the work programme as Members did not have the power to direct the work of the Police and there was also a lack of clarity about what the review wanted to achieve.

4 Relationship to Corporate Priorities

4.1 The remit of the Housing, Crime and Partnerships Scrutiny Committee is linked to the Council's corporate priority for Housing and Community Safety.

5 Report Detail

5.1 It was agreed in July 2016 by full Council that in future the Scrutiny Committees would produce an annual report for Council on the work undertaken by each of the Committees.

5.2 The key role of the Scrutiny Committee is to:

- Hold the executive to account;
- Ensure corporate priorities are met
- Review and develop policies
- scrutinise partners
- consider performance management information

5.3 The remit of the Housing, Crime and Community Safety Scrutiny Committee during 2017-18 included:

- Strategic Housing & Tenancy Services
- Housing Maintenance
- Housing Property Services
- Community Safety
- Partnerships
- CCTV

5.4 The Committee considered the following items during 2017-18:

19th July 2017

- End of Performance Report 2016 – 17
- Community Safety Scrutiny & Housing Scrutiny Committee Annual Reports 2016 - 17

- Prevent Action Plan
- Cannock Local Policing Team Update
- Voids Action Plan
- Work Programme 2017 – 18

23rd November 2017

- Anti Social Behaviour Policy – Presentation
- Cannock Local Policing Team Update
- PDP Q1&2 2017 – 18 Update
- Work Programme Review

21st March 2018

- Cannock Local Policing Team Update
- Corporate Anti Social Behaviour Policy - Update
- PDP Q3 2017 – 18 update
- Re-thinking Social Housing Workshop

5.5 A Member Working Group was established to develop the Corporate ASB Policy. This ASB Working Group met on 1 occasion and agreed to include Hate Crime and Domestic Abuse into the Corporate ASB Policy.

5.6 The implementation of the draft Corporate Anti Social Behaviour Policy would have staffing resource implications and the Head of Service agreed that the Managing Director would be consulted on the roll-out of the Policy.

5.7 The Committee took part in a Re-Thinking Social Housing Workshop – the Project was launched by the Chartered Institute of Housing (CIH) last Autumn to a national conversation going focussed around 3 key questions:-

- 1) What is Social Housing?
- 2) What it does?
- 3) Who its for?

“What its role and purpose should be”

5.8 Nationally 3000 people took part in the project and almost 200 workshops were held across England the results are expected in the Summer of 2018.

6 Implications

6.1 **Financial**

None

6.2 **Legal**

None

6.3 **Human Resources**

None

6.4 **Section 17 (Crime Prevention)**

None

6.5 **Human Rights Act**

None

6.6 **Data Protection**

None

6.7 **Risk Management**

None

6.8 **Equality & Diversity**

None

6.9 **Best Value**

None

7 Appendices to the Report

None

Previous Consideration

None

Background Papers

None