



MINUTES RECORD

**FOR MEETINGS OF
CABINET, COMMITTEES,
SUB-COMMITTEES AND
PANELS HELD BETWEEN:**

**2 APRIL AND
13 JULY, 2018**

This Record contains the minutes of meetings of Cabinet, Committees, Sub-Committees and Panels held between 2 April and 13 July, 2018.

Any minutes contained within this Record which have not yet been approved as a correct Record by the relevant body are clearly marked as DRAFT (once approved, any such minutes shall not be included in a future edition of the Record, but will be published on the Council's website).

Any Member who wishes to ask a question or make a comment on any item in the Record at the Council meeting must give written notice to the Managing Director at least 3 clear working days before the start of the meeting, giving the minute number of the item and setting out clearly the question to be asked or comment to be made. Questions may be asked of the Leader, Cabinet member who holds the relevant portfolio, or the Chairman of the relevant meeting. Comments and questions shall be confined to the subject matter of that item.

(N.B. For a normal Council meeting held on a Wednesday the deadline is 5:00pm on the previous Thursday.)

A maximum of 10 questions or comments will be permitted for each meeting and no Member may submit more than 2 questions or comments for each Council meeting. Questions and Comments will be accepted in the order in which they are received.

A written response from the Leader, Cabinet Member or Chairman will be compiled. A document containing all questions and comments together with the responses will be circulated to all Members at or before the commencement of the Council meeting. For the avoidance of doubt, the response may be that the person declines to give a response to the question or comment.

The person chairing the Council meeting will call each of the Members who have submitted a question or comment in the order in which they appear in the document and that Member may ask a supplementary question or make a supplementary comment confined to the subject matter or the original question or comment or the content of the response. The Leader, Cabinet Member or Chairman who gave the original response may answer the supplementary question or respond to the supplementary comment but there shall be no further questions, comments or discussion.

This Rule is not intended to restrict Members access to information or to restrict their ability to ask questions or seek information by other means or at other times. Members should before using this Rule contact the Leader, Cabinet Members or the Chairmen of Committees or Officers to ask questions or seek information. Any questions or comments received after the deadline or which exceed the number allowed under this Rule will be passed to the appropriate person but will not be circulated at the Council meeting.

Any recommendations of the Cabinet, Committees, Sub-Committees, Panels or Forums which requires a decision by Council shall be considered as a separate agenda item on the Council agenda. Any questions or comments in relation to such an item will be taken with that item.

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PART ONE MINUTES:

Meeting	Date	Minute Numbers	Page Numbers	Status (Draft / Final)
Economic Development and Town Centres Scrutiny Committee	Wednesday 4 April	12 – 18	9 – 13	Final
Planning Control Committee	Wednesday 18 April	123 – 130	59 – 61	Final
Appointments Panel	Thursday 19 April	1 – 3	1	Final
Cabinet	Thursday 19 April	94 – 105	62 – 66	Final
Appeals and Complaints Panel	Monday 23 April	1 – 4	1	Final
Appointments Panel	Wednesday 25 April	1 – 3	1	Final
Planning Control Committee	Wednesday 9 May	131 – 139	62 – 64	Final
Planning Control Committee	Wednesday 30 May	1 – 10	1 – 19	Final
Cabinet	Thursday 14 June	1 – 19	1 – 14	Final
Audit & Governance Committee	Tuesday 19 June	1 – 9	1 – 4	Draft
Planning Control Committee	Wednesday 20 June	11 – 20	20 – 25	Final
Wellbeing Scrutiny Committee	Tuesday 3 July	1 – 9	1 – 7	Draft
Promoting Prosperity Scrutiny Committee	Wednesday 4 July	1 – 8	1 – 7	Draft
Planning Control Committee	Wednesday 11 July	21 – 28	26 – 28	Draft
Cabinet	Thursday 12 July	20 – 30	15 – 21	Draft

PART TWO MINUTES:

Meeting	Date	Minute Numbers	Page Numbers	Status (Draft / Final)
Appointments Panel	Thursday 19 April	4	2	Final
Cabinet	Thursday 19 April	106	67 – 68	Final
Appeals and Complaints Panel	Monday 23 April	2 – 3	5 – 6	Final
Appointments Panel	Wednesday 25 April	4 – 5	2	Final
Cabinet	Thursday 12 July	31 – 32	22 – 24	Draft

PART 1

MINUTES

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funding streams and providers were being investigated. However, no feedback had been received to suggest that there had been any success in this respect.

The Group noted that, at the last meeting in February, Arriva had confirmed that the Cannock depot would be closing on Sundays and all Sunday services would cease. Members were assured that there was still a long term future for the Cannock depot. In regard to this the Interim Head of Economic Development commented that part of the Section 106 Agreement for the Mill Green Designer Outlet Village included the provision of a bus service from the retail village to Cannock Town Centre via Cannock Rail Station. Arriva was currently putting together a proposal for the developer to consider and this would include a Sunday service.

Finally he commented on the “saver zones” that had been discussed at the last meeting. Arriva had advised that Cannock and Stafford saver zones had been merged but this did not include Rugeley. Concern had been expressed by Members with regard to this and the Arriva representative had given an assurance that this would be considered in the future.

Members were then offered the opportunity to ask any questions. A Member expressed concern regarding the cuts to bus services and asked whether there were alternative plans to cover the services that had been cut, for example, by mini buses. The Member was advised that the Working Group had asked this question and the County Council had initially investigated alternative providers as part of the process. The Chairman added that the County Council had also approached the Parish/Town Council’s to ascertain if they could provide a contribution towards the provision of the cut services. She explained that it may be difficult for Parish/Town Council’s to provide a contribution unless it was for their own particular area.

Concern was expressed that Rugeley had not been included in Arriva’s Cannock and Stafford “saver zones” area and there had been no proper explanation as to why it was not included. The Chairman suggested that the Committee should ask the Leader on behalf of Cabinet to write to Arriva to show support for the inclusion of Rugeley within the “saver zones” area. She asked that the Committee be advised of any reply that was received. Members were in agreement with this suggestion.

Members were pleased to note that an alternative operator, Select, was now operating the 71 Cannock - Shreshill - New Cross Hospital - Wolverhampton bus service. The Planning Policy Officer commented that Select was a small independent operator who would be operating the service on a slightly less frequent basis than Arriva. He added that the timetable of their services was available should any Member be interested.

The Committee was disappointed with the reduced services being provided in the District from April 2018 and asked whether they could appeal the cuts. The Interim Head of Economic Development advised that the District Council had already been consulted on the proposed cuts and had expressed a preference on the options that were available when the County Council had undertaken their consultation on the matter. The Chairman commented that there was no harm in

writing to the County Council again to express the Committee's disappointment at the reduced bus services being provided within the District.

The Chairman then referred to the Lichfield and Rugeley Village Connect service. The County Council was in the process of ascertaining whether the service could be remodelled and potentially be operated by one vehicle. However this would require funding contributions from third parties. She suggested that Parish/Town Council's could be asked whether they would be willing to make a contribution towards subsidising this route. There was support for this suggestion but the Committee noted that Parish/Town Council's may have already set their budgets for the forthcoming year.

RESOLVED:

- (A) 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.
- (B) 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.
- (C) 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.

16. SWIFT Travel Scheme

The Planning Policy Officer referred to the Oyster card which was used for travel around London. The Oyster card was a smartcard which could hold pay as you go credit to use on transport services in London. He explained that through the West Midlands Combined Authority the SWIFT Travel Scheme had been developed. It was being introduced on a phased basis within the West Midlands area. It was similar to the Oyster card as it provided a cashless way to travel. Users could load credit on to the card and use it on buses.

The Officer explained that Cannock was in line to get the next phase of the SWIFT extension. Three of the bus operators in the CCDC area that also operate in the conurbation were already using the SWIFT system and their vehicles were compliant with the SWIFT readers. He was attending a meeting next week to discuss this further and to secure a rapid delivery of the SWIFT Travel Scheme within the Cannock Chase District area.

17. Update on the potential use of Section 106 monies in relation to the Tesco development in Rugeley

The Interim Head of Economic Development explained that there had been a Section 106 agreement in relation to the Tesco development in Rugeley to provide a subsidised bus service serving Tesco and the local area. As this has not been implemented Officers had been liaising with Staffordshire County Council to see if there was a viable option to provide this service. However, the

County Council had advised that no bus operators or Community Transport providers were interested in providing the service despite there being a £30,000 sum available. Tesco had funded a bus service themselves for 3 years when the store had opened and it may be that the operators could see it was not a viable option.

The Officer advised that it was proposed that the sum of £30,000 should be spent on something else within the S106 Agreement. Officers were therefore preparing a scheme to propose that the £30,000 be used on improvement works to the physical environment. The Chairman was pleased to note that the money would be spent on improving the environment instead.

The Officer also explained that the development at the land west of Pye Green Road and the development on the land at Pye Green Valley had both been approved with S106 contributions towards a bus voucher scheme/provision of bus services. Neither of these had yet been implemented. Officers had therefore raised this with Staffordshire County Council and the County Planning Officers were investigating it. With regards to the development on the land at Pye Green Valley the S106 agreement was being amended and therefore the District's Legal Officers were aware it had not been implemented.

The Officer also referred to the S106 Agreement in relation to the Mill Green Designer Outlet Village which included the provision of a bus service from the retail village to Cannock Town Centre via Cannock Rail Station every 30 minutes, 1 hour before opening and 1 hour after closing. The Developer was required to provide this service and Arriva was currently putting together a proposal for the Developer to consider.

Reference was also made to the large housing development in Norton Canes which included a large bus subsidy in the S106 Agreement. Officers would be working with the Developer and Staffordshire County Council to ensure this happened in the next few years.

18. Quarter 3 2017/18 – Economic Development and Town Centres PDP Performance Update

Members considered and noted the latest performance information for the Economic Development and Town Centres Priority Delivery Plan (Item 7.1 - 7.7 of the Official Minutes of the Council).

The Interim Head of Economic Development led Members through the information explaining that it provided the Committee with the position up to December, 2017. Most of the Performance Indicators were on track and the projects up to date, however, some indicators could no longer be measured and this would be addressed in the new Priority Delivery Plans.

In response to a question regarding the Flood Alleviation Scheme in Rugeley the Officer advised this was included in the Corporate Plan which was due to be approved by Cabinet.

A Member asked for an update on the position with regards to the HS2

safeguarding area within Rugeley Power Station. The Interim Head of Economic Development explained that this matter was currently going through the Parliamentary process and the District Council would be involved in the discussions. Officers now attended the relevant Working Group in relation to Rugeley Power Station. The Planning Policy Officer added that revised plans from HS2 had been received and the HS2 Utilities Manager was attending the next Chase Line Stakeholder Meeting in May.

The Interim Head of Economic Development confirmed that the demolition of the Rugeley Power Station site would commence during May/June and could take up to 148 weeks. A Member asked if the Committee could be kept informed about the demolition programme. The Officer confirmed that Members would be kept up to date on this through the Priority Delivery Plan as there would be a reporting mechanism in there when it was produced.

The meeting closed at 4.50pm.

CHAIRMAN

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CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
PLANNING CONTROL COMMITTEE
WEDNESDAY 18 APRIL, 2018 AT 3:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
PART 1

PRESENT:
Councillors

Cartwright, Mrs. S.M. (Chairman)
Pearson, A.R. (Vice-Chairman)

Allen, F.W.C.	Smith, C.D. (substitute for
Cooper, Miss J.	P.A. Snape)
Dudson, A.	Snape, D.J.
Grice, Mrs. D.	Todd, Mrs. D.M.
Grocott, M.R.	Witton, P.T. (substitute for
Hoare, M.W.A.	J.T. Kraujalis)
Lea, C.I.	

123. Apologies

Apologies for absence were received from Councillors A. Dean, J.T. Kraujalis, P.A. Snape and M. Sutherland.

Notification had been received that Councillor C.D. Smith would be acting as substitute for Councillor P. Snape and Councillor P.T. Witton would be acting as substitute for Councillor J.T. Kraujalis.

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

There were no declarations of interests submitted.

125. Disclosure of lobbying of Members

Nothing declared.

126. Minutes

RESOLVED:

That the Minutes of the meeting held on 28 March, 2018 be approved as a correct record.

127. Members' Requests for Site Visits

None

128. Application CH/18/016, Change of use of the Grade II listed Cedar Tree Hotel to provide 9 no. residential apartments, change of use of the annex to create 2 no. dwellings and development of the hotel car parks to create 16 no. new dwellings. The development will include demolition of an existing squash court (as separate application ref CH/18/011) and demolition of a function room attached to the listed building, Cedar Tree Hotel, 118 Main Road, Brereton

Consideration was given to the report of the Development Control Manager (Item 6.1 – 6.37 of the Official Minutes of the Council).

The Development Control Manager advised Members that in terms of drainage there were no objections. He also advised that the Education contribution was covered under the requirements of the Community Infrastructure Levy (CIL) and therefore the recommendation would be amended to remove the contribution towards Education provision from the Section 106 Agreement.

Prior to consideration of the application representations were made by Parish Councillor P. Fisher (objector) and Mr. J. Preet (applicant, speaking in favour of the application).

The Development Control Manager advised that Condition 12 would be amended as follows should permission be granted:

“12. Construction activities and deliveries to the site shall not take place outside of the hours of 08:00 hours to 18:00 hours Monday to Friday, 08:00 hours to 13:00 hours on Saturday and at no time on Sundays and Bank Holidays”.

RESOLVED:

(A) That the applicant be requested to enter into an Agreement under Section 106 of the Town and Country Planning Act, 1990 to secure the provision of 20% on site Affordable Housing.

(B) On completion of the Agreement the application be approved subject to the conditions contained in the report for the reasons stated therein and to the amendment of Condition 12 as outlined above.

129. Application CH/17/476, Application for the removal of condition 5 of planning permission CH/15/0040 to allow 24 hour operation of the site, Unit 17 to 20 Bellsie Close, Norton Canes

Consideration was given to the report of the Development Control Manager (Item 6.38 – 6.48 of the Official Minutes of the Council).

Prior to consideration of the application representations were made by Ward Councillor J. Preece, who raised a number of issues with regard to the application on behalf of residents.

In view of the issues raised the Development Control Manager agreed to contact the applicant after the meeting to outline the issues that had been discussed.

Representations were then made by David Landgale, the applicant, who spoke in support of the application and addressed some of the issues that had been raised. He agreed to meet with Councillors and a representative for the residents to talk through their concerns and take measures to address them where possible.

RESOLVED:

That the application be approved subject to the conditions contained in the report for the reasons stated therein.

(At this point in the proceedings the meeting adjourned for a 5 minute comfort break.)

- 130. Application CH/18/095, Application to vary condition 28 of planning permission CH/16/139 to enable a minor material change comprising the removal of steps to the skate park from dam crest and removal of footpath around the southern and eastern boundary, Land to the East of Western Springs Road (Hagley Playing Fields), Rugeley**

Consideration was given to the report of the Development Control Manager (Item 6.49 – 6.71 of the Official Minutes of the Council).

Prior to consideration of the application representations were made by Parish Councillor B. Dipple, an objector, speaking against the application and Matthew Griffin, representing the applicant, speaking in favour of the application.

RESOLVED:

That the application be deferred to enable the applicant to provide further information with regards to the application and to allow Members of the Committee to undertake a site visit to give themselves a better understanding of the site.

The meeting closed at 5.05 p.m.

CHAIRMAN

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CANNOCK CHASE COUNCIL
MINUTES OF THE APPOINTMENTS PANEL (INTERVIEWS)
HELD IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
ON THURSDAY 19 APRIL 2018 AT 9:15 A.M.

PART 1

PRESENT:
Councillors

Alcott, G. (Chairman)

Adamson, G.	Stretton, Mrs. P.Z.
Allen, F.W.C.	Sutton, Mrs. H.M.
Hoare, M.W.A.	Todd, Mrs. D.M.
Lea, C.I.	

Also Present:

T. McGovern (Managing Director)
Mrs. S. Dutton (Acting HR Manager)
M. Berry (Senior Committee Officer)

1. Apologies

Apologies for absence were submitted for Councillor A. Dean.

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. Exclusion of the Public

RESOLVED:

That the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information as defined in Paragraphs 1, 2, 3 and 4, Part 1, Schedule 12A of the Local Government Act 1972 (as amended).

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CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CABINET

HELD ON THURSDAY 19 APRIL 2018 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors:

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

94. Apologies

None.

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

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

96. Updates from Portfolio Leaders

None.

Following a recent announcement by the Government that child funerals costs would now be met by local authorities, the Crime & Partnerships Portfolio Leader queried whether the Council had yet received any details about this change. The Head of Environment and Healthy Lifestyles advised that no information had been provided so far, but Members would be updated accordingly.

97. Minutes of Cabinet Meeting of 8 March 2018

RESOLVED:

That the Minutes of the meeting held on 8 March, 2018, be approved as a correct record and signed.

98. Forward Plan

The Forward Plan of Decisions for the period April to June, 2018 (Item 5.1 – 5.3 of the Official Minutes of the Council) was considered.

RESOLVED:

That the Forward Plan of Decisions for the period April to June, 2018 be noted.

99. Recommendations Referred from Scrutiny Committees

Consideration was given to the following recommendation of the Customers & Corporate Scrutiny Committee made at its meeting held on 12 March, 2018:

Minutes of Previous Meeting held on 14/11/17 (Scrutiny Review of the Financial Recovery Plan) (Draft Minute No. 15).

“That Cabinet be requested to write to the Government seeking compensation for loss of income should development of the former Rugeley Power Station site be delayed due to works related to the HS2 scheme.”

Consideration was given to the following recommendation of the Economic Development and Town Centres Scrutiny Committee made at its meeting held on 4 April, 2018:

Briefing Note: Transport Working Group (Draft Minute No. 15).

“That Cabinet be recommended to write to Arriva to show support for the inclusion of Rugeley within the Cannock and Stafford Arriva ‘saver zones’ area and the Scrutiny Committee be advised of any reply received.”

RESOLVED:

That the respective recommendations of the Customers & Corporate Scrutiny Committee and the Economic Development and Town Centres Scrutiny Committee be agreed.

100. Corporate Plan and Priority Delivery Plans

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 7.1 – 7.43 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) Council, at its Annual Meeting to be held on 23 May, 2018, adopt and approve for publication the Corporate Plan 2018-23, together with the Priority Delivery Plans for the 2018-19 financial year, as set out in Appendices 1, 2 and 3 of the Report.
- (B) Officers review the role, scope and responsibilities of the existing Scrutiny Committees to align them with the new priorities and objectives as set out in the proposed Corporate Plan 2018-23.
- (C) Council, at its Annual Meeting to be held on 23 May, 2018, be recommended to retain the existing structure of four Scrutiny Committees and agree revised terms of reference for each Committee following the outcome of decision (B), above.

Reason for Decisions

The Corporate Plan 2018-23 superseded the Council's previous Corporate Plan 2015-18 and set out the priorities and strategic objectives for the District for the next five years.

There were three notable differences for the new Corporate Plan:

- The Plan was for the District as a whole and not just for the Council;
- The five current priorities had been refocussed into two new priorities; and
- The Plan was for five years rather than three.

The reasons for these changes were set out in section 5 of the Report.

The supporting Priority Delivery Plans (PDPs) were the annual documents which set out how the Council would achieve progress against its strategic objectives. These plans established the actions, performance measures and timetables for delivery which were the basis of the Council's quarterly and annual performance monitoring framework.

The requested review of the Scrutiny Committees' structure was intended to align the existing structure with the revised Council priorities and objectives as set out in the new Corporate Plan and ensure clear scrutiny arrangements were in place for each Cabinet Member Portfolio.

101. Data Protection Policy

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 8.1 – 8.15 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The Data Protection Policy be formally approved and adopted.
- (B) The Head of Governance and Corporate Services, as the Senior Information Risk Owner, be given delegated authority to make amendments to the Data Protection Policy to reflect any changes in legislation.

Reasons for Decisions

With the implementation of the General Data Protection Regulations (GDPR) on 25 May, 2018, it was necessary to update the Council's current Data Protection Policy to ensure compliance.

The policy laid out how the Council would collect, store, handle and use any personal information it needed to carry out its work.

The policy applied to all employees, elected Members, contractors, partners and any others working with personal information controlled by the Council. It was essential that the policy was complied with to ensure that the public had confidence in the Council and its handling of personal information. Failure to follow the policy and ensure that the Council abided by Data Protection legislation could result in the imposition of penalties upon the Council.

102. Adoption of Collections Development Policy 2018-23: Museum of Cannock Chase

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 9.1 – 9.15 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The adoption of the Collections Development Policy for the Museum of Cannock Chase 2018-23, as detailed in Appendix 1 of the Report, be endorsed.
- (B) The Head of Environment and Healthy Lifestyles be authorised, in consultation with the Culture and Sport Portfolio Leader, to approve where considered appropriate, acquisitions and disposals.

Reasons for Decisions

The Museum of Cannock Chase must have a current Collections Development Policy to meet the Arts Council England accreditation standard (formerly Museum, Libraries and Archives (MLA)). In 2011 the standard was changed and any new policy needed to reflect the current recommended practice and requirements for accreditation.

Inspiring Healthy Lifestyles (IHL) was responsible for the management of the Council's museum collections. However, under these arrangements, the Council retained ownership of the collections. Consequently, a policy about the acquisition and disposal of museum objects must be a Council policy.

The policy must be formally approved by the Museum's governing body (the Council) in the form of a dated and duly authorised committee minute.

The policy sat outside the Council's Financial Regulations and Procurement Regulations with regard to procurement and asset disposal.

Adopting the principles set out in the policy document would provide the Council and IHL with a framework and clear procedure for acquiring and disposing of museum artefacts. Clarifying these processes would assist in ensuring good practice and protecting the future of the collections.

103. Replacement of Specialist Streetscene and Grounds Maintenance Machinery and Vehicles

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 10.1 – 10.4 of the Official Minutes of the Council).

RESOLVED:

That scheme approval and permission to spend in relation to the purchase of specialist streetscene and grounds maintenance machinery as set out in Appendix 1 of the Report be agreed.

Reasons for Decision

It was necessary to procure replacement machinery and vehicles to deliver the Council's grounds maintenance, bereavement, countryside and streetscene services.

The existing machinery and vehicles asset list had been assessed and 13 items were identified as having reached the end of their useful life and needed to be replaced ideally before the start of the next financial year. Given that the lead in time for such items of specialist machinery was typically around 16 weeks it was necessary to commence the procurement process promptly in order to expedite delivery for the early part of 2018-19.

The purchase of this specialist machinery would ensure an uninterrupted service, reduce maintenance time and help to lower the impact of the fleet on the environment.

A purchasing option had been considered and it was therefore proposed to purchase the 13 items early in 2018 through a Framework Agreement and the Crown Commercial Services.

As Council had already established the required capital programme budget of £597,000 on 7 February, 2018, permission to spend was sought in relation to the purchase of the 13 identified items of machinery.

104. Safeguarding Children and Adults at Risk of Abuse or Neglect – Policy and Procedure

Consideration was given to the Report of the Head of Housing and Partnerships (Item 11.1 – 11.54 of the Official Minutes of the Council).

RESOLVED:

That Council, at its annual meeting to be held on 23 May, 2018, be recommended to adopt the Safeguarding Children and Adults at Risk of Abuse or Neglect Policy as detailed in Appendix 1 to the Report.

Reasons for Decision

The Council's existing policy had been reviewed and revised to ensure that it was in line with current legislation, statutory guidance and inter-agency procedures.

The review was undertaken with other district councils across Staffordshire as part of the Staffordshire Safeguarding Children's Board – District Council's Sub-Group, which consisted of the eight borough/district councils in Staffordshire. The result of the review was a revised joint policy aimed to provide local synergy and improved clarity for practitioners.

Where appropriate the policy had been amended to include the Council's policies and procedures.

105. Exclusion of the Public

RESOLVED:

That the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information as defined in Paragraph 3, Part 1, Schedule 12A of the Local Government Act 1972 (as amended).

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CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
APPEALS AND COMPLAINTS PANEL
MONDAY 23 APRIL, 2018 AT 10:00 A.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
PART 1

PRESENT: Councillors Pearson, A. (Chairman)

Cartwright, Mrs. S.M. Hoare, M.
Grice, Mrs. D. Lea, C.

1. Appointment of Chairman

Councillor A.R. Pearson was appointed Chairman for the meeting.

2. Apologies

None.

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

No declarations of interest were made.

4. Exclusion of the Public

RESOLVED:

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

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CANNOCK CHASE COUNCIL
MINUTES OF THE APPOINTMENTS PANEL (DECISION MAKING)
HELD IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
ON WEDNESDAY 25 APRIL 2018 AT 10:00 A.M.

PART 1

PRESENT:
Councillors

Alcott, G. (Chairman)

Adamson, G.	Stretton, Mrs. P.Z.
Allen, F.W.C.	Sutton, Mrs. H.M.
Hoare, M.W.A.	Todd, Mrs. D.M.
Lea, C.I.	

Also Present:

T. McGovern (Managing Director)
Mrs. S. Dutton (Acting HR Manager)
M. Berry (Senior Committee Officer)
Ms M. Sandhu (West Midlands Employers)

1. Apologies

Apologies for absence were submitted for Councillor A. Dean.

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. Exclusion of the Public

RESOLVED:

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

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CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
PLANNING CONTROL COMMITTEE
WEDNESDAY 9 MAY, 2018 AT 3:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT:
Councillors

Cartwright, Mrs. S.M. (Chairman)

Allen, F.W.C.	Smith, C.D. (substitute for Snape, D.J.)
Cooper, Miss J.	Snape, P.A.
Dudson, A.	Todd, Mrs. D.M.
Hoare, M.W.A.	Witton, P.T. (substitute for Pearson, A.R.)
Lea, C.I.	

131. Apologies

Apologies for absence were received from Councillors A. Pearson (Vice-Chairman) J.T. Kraujalis, D.J. Snape and M. Sutherland.

Notification had been received that Councillor C.D. Smith would be substituting for Councillor D.J. Snape and Councillor P.T. Witton would be substituting for Councillor A.R. Pearson.

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

There were no declarations of interests submitted.

133. Disclosure of lobbying of Members

Nothing declared.

134. Minutes

RESOLVED:

That the Minutes of the meeting held on 18 April, 2018 be approved as a correct record.

135. Members' Requests for Site Visits

None

136. Application CH/18/095, Application to vary condition 28 of planning permission CH/16/139 to enable a minor material change comprising the removal of steps to the skate park from dam crest and removal of footpath around the southern and eastern boundary, Land to the East of Western Springs Road (Hagley Playing Fields), Rugeley. WS15 1GD

Following a site visit by Members of the Committee consideration was given to the report of the Development Control Manager (Item 6.1 – 6.26 of the Official Minutes of the Council).

Councillor A. Dudson arrived after the Committee had begun to consider this application and therefore did not take part in the deliberations or decision-making process.

Prior to the determination of the application representations were made by Parish Councillor Bob Dipple, an objector, speaking against the application and Matthew Griffin, representing the applicant, speaking in favour of the application.

The Development Control Manager clarified that the granting of permission under Section 73 would provide a new consent in its own right which would sit alongside the permission granted under the previously approved consent.

RESOLVED:

That the application be approved subject to the conditions contained in Appendix 1 of the report for the reasons stated therein.

137. Application CH/18/073, Stable building and hardstanding – Field adjoining Wolseley Park Estate, Stafford Brook Road, Rugeley. WS15 2TU

Following a site visit by Members of the Committee consideration was given to the report of the Development Control Manager (Item 6.27 – 6.38 of the Official Minutes of the Council).

The Development Control Manager advised that should the Committee be minded to approve the application an additional condition had been requested by Staffordshire County Highways, this was as follows:-

“The development hereby permitted shall not be brought into use until the parking and turning areas have been provided in accordance with the approved plans.

Reason: To comply with the principles set out in the NPPF and in the interests of highways safety.”

He added that the Officer recommendation would therefore be amended to approval subject to the conditions contained in the report and to the additional condition as outlined above.

Prior to the determination of the application representations were made by John Heminsley, speaking in favour of the application on behalf of the applicant.

RESOLVED:

That the application be approved subject to the conditions contained in the report for the reasons stated therein and to the following additional condition:

“The development hereby permitted shall not be brought into use until the parking and turning areas have been provided in accordance with the approved plans.

Reason: To comply with the principles set out in the NPPF and in the interests of highways safety.”

138. Application CH/17/380, Residential Development – erection of detached 4 bedroom dwelling (resubmission of planning application CH/17/166) – 1 Nirvana Close, Cannock. WS11 1HT

Consideration was given to the report of the Development Control Manager (Item 6.39 – 6.57 of the Official Minutes of the Council)

The Development Control Manager commented that a dwelling had previously been approved on this site (application CH/17/166). This application was seeking to change the design of the dwelling by moving the gable to the other side of the property.

RESOLVED:

That the application be approved subject to the conditions contained in the report for the reasons stated therein.

139. Appeal Decision – Application CH/17/221 – Residential Development: Two Storey Side Extension – 6 Coppice Court, Cannock. WS11 1PB.

Consideration was given to the report of the Development Control Manager (Item 6.58 – 6.61 of the Official Minutes of the Council).

RESOLVED:

That the report be noted.

The meeting closed at 4.40 p.m.

CHAIRMAN

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CANNOCK CHASE COUNCIL

MINUTES OF THE MEETING OF THE

PLANNING CONTROL COMMITTEE

WEDNESDAY 30 MAY 2018 AT 3:00 P.M.

IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Cartwright, Mrs. S.M. (Chairman)
Councillors Allen, F.W.C. (Vice-Chairman)

Cooper, Miss J.	Stretton, Mrs. P.Z.
Hoare, M.W.A.	Sutherland, M.
Lea, C.I.	Tait, Ms. L.
Pearson, A.R.	Todd, Mrs. D.M.
Smith, C.D.	Woodhead, P.E.
Snape, P.A.	

1. Apologies

Apologies for absence were received from Councillor P.A. Fisher.

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

There were no declarations of interests submitted.

3. Disclosure of lobbying of Members

Councillors C.D. Smith and P.A. Snape advised that they had been lobbied in respect of application CH/18/092.

4. Minutes

RESOLVED:

That the Minutes of the meeting held on 9 May, 2018 be approved as a correct record.

5. Members' Requests for Site Visits

None

6. Enforcement Matter – 2 Millside, Slitting Mill, Rugeley. WS15 2FG

Following a site visit by Members of the Committee consideration was given to the report of the Development Control Manager (Item 6.1 – 6.5 of the Official Minutes of the Council).

Prior to the determination of the matter, representations were made by Mr Kinsella and Mr Scott, objectors, speaking against the report.

RESOLVED:

That contrary to the report's conclusion and recommendation, the Committee determines that there has been a material change of use at 2 Millside, Rugeley, and enforcement action should be carried out by the Council.

7. Application CH/18/100, Single storey and two storey rear extensions, side extension over existing garage with dormers and internal alterations, 5 Gorsemoor Road, Heath Hayes, Cannock. WS12 3TG.

Following a site visit by Members of the Committee consideration was given to the report of the Development Control Manager (Item 6.6 – 6.16 of the Official Minutes of the Council).

RESOLVED:

That the application be approved subject to the conditions contained in the report for the reasons stated therein and to the following additional condition:-

The development shall not commence until a scheme for the provision of a swift nesting brick has been submitted and approved in writing by the Local Planning Authority. The development shall thereafter be implemented in accordance with the approved scheme.

Reason:

In the interests of nature conservation in accordance with Policy CP12 of the Cannock Chase Local Plan and Paragraph 118 of the National Planning Policy Framework.

8. Application CH/18/092, Residential development:- erection of 8 no. two bed apartments – 124 New Penkridge Road, Cannock. WS11 1HN.

Following a site visit by Members of the Committee consideration was given to the report of the Development Control Manager (Item 6.17 – 6.31 of the Official Minutes of the Council).

Prior to the determination of the application, representations were made by Mr Horobin, objector, speaking against the application, and Mr Mason, supporter, speaking in favour of the application.

RESOLVED:

That the application which was recommended for approval be refused for the following reasons:

The proposal, by virtue of its 3 storey design and the replacement of the green lawned front garden with an extensive area of hard landscaped car parking would result in harm to the verdant character of this mature suburban area to the detriment of the visual amenity of the area contrary to Policy CP3 of the Cannock

Chase Local Plan, the Design Supplementary Planning Document and the National Planning Policy Framework.

(At the conclusion of this application the Committee took a short comfort break.)

9. **Application CH/17/323, Demolition of existing factory and offices and erection of up to 180 dwellings and up to 30,000 square foot of employment floor space (B1(c) and B8 Use Class), access and associated works (outline application with all matters reserved except for access), Gestamp Tallent, Wolverhampton Road, Cannock. WS11 1LY.**

Consideration was given to the report of the Development Control Manager (Item 6.32 – 6.68 of the Official Minutes of the Council).

The Development Control Manager gave the following update in respect of the application:

“Subsection (iv) of the recommendation is amended to read as follows: -

(iv) A separate section 106 obligation to deal with the SAC contribution be sought to secure compliance with the Habitats Regulations to mitigate the impacts on Cannock Chase SAC.

It is recommended that the Schedule of conditions should be amended to read: -

For the purpose of the interpretation of this decision notice the development hereby approved is considered to constitute two distinct phases as shown on the Phasing Plan. The first phase includes the residential estate and all facilities ancillary to that estate and associated infrastructure and access points serving that estate. The second phase includes the 30,000 square foot of employment floor space (B1(c) and B8 Use Class) and all facilities ancillary to that employment floor space and associated infrastructure and access points serving that employment development.

1. In the case of any reserved matters, application for approval must be made not later than the expiration of five years beginning with the date on which this permission is granted ; and

The development to which this permission relates must be begun not later than the expiration of two years from the final approval of the reserved matters or, in the case of approval on different dates, the final approval of the last such matters to be approved.

Reason

A longer period of time for the submission of reserved matters is necessary due to the lengthy decommissioning, demolition and remediation period that redevelopment of the site would require.

2. This permission does not grant or imply approval of the layout/ design details accompanying the application which have been treated as being for illustrative purposes only.

Reason

The application is in outline form with these details reserved for subsequent approval. The illustrative information is not necessarily acceptable from the detailed planning point of view and to ensure compliance with Local Plan Policies CP3 - Chase Shaping Design and the NPPF.

3. No phase of the development hereby permitted shall be commenced until approval of the details of appearance, landscaping, layout and scale ('the reserved matters') for that phase has been obtained from the Local Planning Authority.

Reason

The permission is in principle only and does not authorise development to commence until all 'the reserved matters' have been approved. To ensure compliance with the requirements of Section 92 of the Town & Country Planning Act 1990.

Highways

4. No phase of the development hereby approved shall take place, until a Construction Method Statement for that phase has been submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be adhered to throughout the construction period associated with that phase. The Statement shall:
 - i. specify the type and number of vehicles;
 - ii. provide for the parking of vehicles of site operatives and visitors;
 - iii. provide for the loading and unloading of plant and materials;
 - iv. provide for the storage of plant and materials used in constructing the development;
 - v. provide for wheel washing facilities;
 - vi. specify the intended hours of construction operations;
 - vii. measures to control the emission of dust and dirt during construction
 - viii specify method of piling, should piling be undertaken

Reason

In order to comply with Para 32 of the National Planning Policy Framework.

5. No phase of the development hereby permitted shall be commenced until full details of the following for that phase have been submitted to and approved in writing by the Local Planning Authority:
 - Primary and secondary access points
 - Any emergency access
 - Provision of parking, turning and servicing within the site curtilage
 - Disposition of buildings
 - Means of surface water drainage and outfall
 - Surfacing materials.

That phase of development shall thereafter be implemented in accordance with the approved details and be completed prior to first occupation/ first use of development.

Reason

To comply with Paragraph 32 and 35 of the National Planning Policy Framework and in the interests of highway safety.

6. No phase of the development hereby permitted shall be commenced until details of a Stage 1 Road Safety Audit (with further stages to be submitted as appropriate) for that phase have first been submitted to and approved in writing by the Local Planning Authority.

Reason

To comply with Paragraph 32 and 35 of the National Planning Policy Framework and in the interests of highway safety.

7. Prior to the first use of the proposed development the site access shall be completed within the limits of the public highway; concurrently, the existing accesses made redundant as a consequence of the development hereby permitted, as indicated on submitted Plan 17485-03-1 C, which shall include the access crossing between the site and the carriageway edge, shall be permanently closed and the access crossing reinstated as footway in accordance with details to be first submitted to and approved in writing by the Local Planning Authority.

Reason

To comply with Paragraph 32 and 35 of the National Planning Policy Framework and in the interests of highway safety.

8. The development hereby permitted shall not be brought into use until the visibility splays have been provided as per submitted Plan 17485-03-1 A. The visibility splays shall thereafter be kept free of all obstructions to visibility with nothing placed or retained forward of the splay and the public highway exceeding 600mm in height above the level of the adjacent carriageway.

Reason

To comply with Paragraph 32 and 35 of the National Planning Policy Framework and in the interests of highway safety.

9. The development hereby permitted shall not be commenced until a scheme for the phasing of the development of the entire site has been submitted to and approved in writing by the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved phasing plan.

Reason

To comply with Paragraph 32 and 35 of the National Planning Policy Framework and in the interests of highway safety.

10. No phase of the development shall take place, including any demolition or clearance works, until a Construction Vehicle Management Plan (CVMP) for that phase has been submitted to and approved in writing by the Local Planning Authority. The approved statement shall be adhered to throughout the construction period. The statement shall include:

- Access points to be used for the construction of each phase of the development
- Arrangements for the parking of site operatives and visitors
- Loading and unloading of plant and materials
- Storage of plant and materials used in constructing the development
- Construction hours
- Delivery routeing and hours
- Recorded daily inspections of the highway adjacent to the site access points
- Wheel washing and measures to remove mud or debris carried onto the highway.

Reason

To comply with Paragraph 32 and 35 of the National Planning Policy Framework and in the interests of highway safety.

Ground/ Gas Contamination

11. No phase of the development approved by this planning permission shall commence until a remediation strategy for that phase, to deal with the risks associated with contamination of the site has been submitted to, and approved in writing by, the Local Planning Authority. This strategy shall include the following components: -

1. A preliminary risk assessment which has identified
 - all previous uses;
 - potential contaminants associated with those uses;
 - a conceptual model of the site indicating sources, pathways and receptors
 - potentially unacceptable risks arising from ground contamination at the site.
2. A site investigation scheme, based on (1) to provide information for a detailed assessment of the risk to all receptors that may be affected, including those off site.
3. The results of the site investigation and the detailed risk assessment referred to in (2) and, based on these, an options appraisal and remediation strategy giving full details of the remediation measures required and how they are to be undertaken.
4. A verification plan providing details of the data that will be collected in order to demonstrate that the works set out in the remediation strategy in (3) are complete and identifying any requirements for longer term monitoring of pollutant linkages, maintenance and arrangements for contingency action.

Any changes to these components require the written consent of the Local Planning Authority. The scheme shall be implemented as approved.

Reason

To ensure that the development is not put at unacceptable risk from, or adversely affected by, unacceptable levels of water or ground pollution in line with paragraph 109 of the National Planning Policy Framework.

12. Prior to any phase of the development hereby approved being brought into use a verification report demonstrating the completion of works sets out in the approved remediation strategy and the effectiveness of the remediation for that phase shall be submitted to, and approved in writing, by the Local Planning Authority. The report shall include results of sampling and monitoring carried out in accordance with the approved verification plan to demonstrate that the site remediation criteria have been met.

Reason

To ensure the site does not pose any further risk to the water environment and the health of the occupiers of dwellings hereby permitted by demonstrating that the requirements of the approved verification plan have been met and that remediation of the site is complete. This is in line with paragraph 109 of the National planning Policy framework.

13. The dwellings hereby approved shall not be occupied until: -

- i. an investigation into the potential for ground gas on the site has been undertaken; and if found to be present
- ii. a scheme for the installation of gas protection measures has been submitted to and approved in writing by the Local Planning Authority; and
- iii. the works comprising the approved scheme have been implemented; and
- iv. an independent validation of correct installation has been submitted to the Local Planning Authority.

Reason

To ensure that risks from ground gas to the future users of the land and neighbouring land are minimised in accordance with Paragraph 121 of the National Planning Policy Framework.

14. No phase of the development hereby approved shall take place, until a Environmental Protection and Construction Method Statement for that phase has been submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be adhered to throughout the decommissioning, demolition, remediation and construction period. The Statement shall:

- i. specify the type and number of vehicles;
- ii. provide for the parking of vehicles of site operatives and visitors;
- iii. provide for the loading and unloading of plant and materials;
- iv. provide for the storage of plant and materials used in constructing the development;
- v. provide for wheel washing facilities;
- vi. specify the intended hours of the decommissioning, demolition, remediation and construction operations;
- vii. measures to control vibration and the emission of dust and dirt during any demolition, brick crushing or construction activities on the site.

- viii specify method of piling, should piling be undertaken; and
- ix. the protocol for notifying the Council prior to the commencement of any piling activities or brick crushing on the site.

Reason

In order to ensure that the impacts of the development on the environment and the amenity of the occupiers of neighbouring residential premises are mitigated as far as is reasonably practicable comply with Paragraphs 17 and 32 of the National Planning Policy Framework.

15. No dwelling hereby approved shall be occupied until

- i. the windows to all habitable rooms of that dwelling have been fitted with glazing to a minimum manufacturer's rating of R_w33; and
- ii. all habitable rooms to that dwelling have been provided with trickle vents to achieve background ventilation in accordance with ebuilding regulations requirements and
- iii. that any perimeter wall surrounding the curtilage to that dwelling which is immediately adjacent to a highway and, or an industrial building has been screened with a solid barrier fence of a minimum height of 2 metres.

Reason

In the interest of providing a good standard of residential amenity to the occupiers of the dwellings in accordance with Paragraph 17 of the National Planning Policy Framework.

Drainage

16. No phase of the development shall take place until a detailed surface water drainage scheme for that phase has been submitted to and approved in writing by the Local Planning Authority in consultation with the Lead Local Flood Authority.

The scheme must be based on the design parameters and proposed strategy for the site set out in the Flood Risk Assessment (Ref: C6997-FRA-01b, Oct 2017) and Site Drainage Strategy Drawing (Ref: C6997-SK1000-P2, 02/11/17).

The scheme shall subsequently be implemented in accordance with the approved details before the development is completed. The scheme to be submitted shall demonstrate:

Surface water drainage system(s) designed in accordance with the Non-statutory technical standards for sustainable drainage systems (DEFRA, March 2015).

SuDS design to provide adequate water quality treatment, which can be demonstrated using the Simple Index Approach (CIRIA SuDS Manual), to include permeable paving to all private driveways and parking areas.

Limiting the total discharge rate generated by all rainfall events up to the 100 year plus 40% (for climate change) critical rain storm to 26.8l/s to ensure that there will be no increase in flood risk downstream.

Detailed design (plans, network details and calculations) in support of any surface water drainage scheme, including details on any attenuation system, and the outfall arrangements. Calculations should demonstrate the performance of the designed system for a range of return periods and storm durations inclusive of the 1 in 1 year, 1 in 2 year, 1 in 30 year, 1 in 100 year and 1 in 100 year plus climate change return periods.

Plans illustrating flooded areas and flow paths in the event of exceedance of the drainage system.

Provision of an acceptable management and maintenance plan for surface water drainage to ensure continued performance of the system for the lifetime of the development. This should include a schedule of required maintenance activities and frequencies, and contact details for the organisation responsible for carrying out these duties.

Reason

To reduce the risk of flooding by ensuring the satisfactory storage of/disposal of surface water from the site.

17. No phase of the development shall be occupied until the surface water drainage system for that phase has been completed in accordance with the approved design, and details of the appointed management and maintenance companies have been provided to the LPA.

Reason

To reduce the risk of surface water flooding to the development and properties downstream for the lifetime of the development.

18. Notwithstanding the details of the approved plan prior to the first occupation of any dwelling on the site a detailed scheme for the laying out of a Neighbourhood Equipped Area of Play (NEAP) including a Multi Use Games Area (MUGA) and the specification of equipment to be provided within the play space area shall be submitted to and approved in writing by the Local Planning Authority. The works comprising the approved scheme shall be implemented to a timetable which shall be agreed in writing with the Local Planning Authority. The NEAP/MUGA shall thereafter be retained and maintained for the life time of the development unless otherwise approved in writing by the Local Planning Authority.

Reason

In the interests of providing accessible local play areas for young people.

Ecology

19. The development shall not commence until a scheme for the provision of

- i. 6 brick built bat boxes across the site; and
- ii. 24 integrated bird boxes across the site

has been submitted to, and approved in writing by the Local Planning Authority. The scheme shall include: -

- i. The specification of the bird and bat boxes; and
- ii. Which dwellings would be fitted with the boxes and the location of each box.

The scheme shall be implemented no later than the completion of the 100th dwelling. Thereafter the boxes shall be retained and maintained for their intended purpose for the lifetime of the development.

Reason

In the interests of protecting and enhancing biodiversity of the site by compensating and mitigating for the loss of habitats on the site in accordance with paragraph 118 of the National Planning Policy Framework.

20. All main herringbone road surfaces shown on the approved plans shall be to an adoptable standard to allow access by 32 tonne refuse vehicle access.

Reason

To prevent break-up of the highway surface in the interest of highway safety.

Trees and Landscape

21. No phase of the development shall commence until details of all arboricultural work relevant to that phase have been submitted to and approved by the Local Planning Authority. Details shall include a method statement and schedule of works.

Reason

The existing vegetation makes an important contribution to the visual amenity of the area and in accordance with Local Plan Policies CP3, CP12, CP14 and the NPPF.

22. The development hereby permitted shall be carried out in accordance with the following approved plans and documents:

17485-03-1 C
17485-03-02 C Junction Geometry
19485-03-3 C Refuse Tracking
Phasing Plan
Location Plan

23. Prior to commencement of the residential phase of the development a Residential Travel Plan shall be submitted to and approved in writing by the Local Planning Authority. The Travel Plan shall thereafter be implemented in accordance with the approved details.

Reason

In order to comply with Para 32 of the National Planning Policy Framework.

24. Prior to commencement of the commercial phase of the development a Travel Plan for the commercial phase of the development shall be submitted to and approved in writing by the Local Planning Authority. The Travel Plan shall thereafter be implemented in accordance with the approved details.

Reason

In order to comply with Para 32 of the National Planning Policy Framework.”

Prior to the determination of the application, representations were made by Mr Brearley, applicant’s representative, speaking in favour of the application.

RESOLVED:

That the application be deferred to: enable the applicant to consider the provision of affordable housing on-site; the removal of the MUGA from the proposed conditions; and the provision of funding in place of the MUGA to provide alternative off-site facilities.

10. Application CH/17/450, Reserved Matters application for 450 dwellings and associated infrastructure (appearance, landscaping, layout and scale for approval) pursuant to planning permission CH/10/0294, Land off Norton Hall Lane and Butts Lane, Norton Canes

Consideration was given to the report of the Development Control Manager (Item 6.69 – 6.132 of the Official Minutes of the Council).

The Development Control Manager gave the following update in respect of the application:

“Errata

- (i) The reason for Committee decision should read:

“The application is locally controversial and the officer recommendation is contrary to the comments raised by the parish council and that Cllr Preece wishes to address the Planning Committee.”

- (ii) The Section 106 agreement also included a sum of £650,000.00 (index Linked) for the provision of formal sport and recreational facilities for Norton canes and/ or Heath Hayes Park.

- (iii) The contribution towards highway improvements was £50,000.00 (with an additional £75,000 if vehicle trips from the development exceeded a certain number) and not £150,000.00 as stated in the officer report.

Response from the Highway Authority

The Highway Authority has a few issues with some of the internal visibility splays from some of the junctions. Some of the visibility splays would appear to be behind the adoptable highway and go across private land. This is not acceptable. All visibility splays should be within adoptable highway.

Response from the Landscape, Countryside and Tree Officer

Basic housing layout retains the main trees as requested.

Serious issues with the suds engineered form and also loss of major TPO Oak Tree. These details need to be revised especially in relation to maintenance aspects. If approved as they stand then please advise the developer that the Council will not adopt the areas.

Play area being redesigned including pathways.

Landscaping-

Numerous tweaks to sort out and especially following the Suds aspects.

Woodland area –need to agree a package of works to improve the area. Note paths through the woodland will need to have final alignment agreed on the ground.

Arboricultural works –need to look into but tied in with the woodland area as well.

Will need to apply landscape conditions.

Officers Response to the Above Comments

In respect to the issue raised by the Highway Authority it is considered that the issues raised are technical matters relating to the internal layout of the proposal. As such it is considered that there is a realistic prospect of the issues being resolved. In the light of this it is proposed that the recommendation be altered to read

“Approve subject to all matters raised by the Highway Authority being resolved, the attached conditions and any further conditions recommended by the Highway Authority, including any revisions to the schedule of approved plans necessitated by resolution of the highway issues.”

This would allow the remaining highway issues to be resolved without deferring the application to a later meeting of Planning Committee with all the delays that would entail.

In respect to the issues raise by the Landscape Officer it is noted that these generally relate to small technical details which are readily resolved by the use of appropriately worded conditions. These are set out below.

The exception to the above is the issue in respect to the profiling of the SuDS balancing lakes and the retention of the Oak tree which is covered by a Tree Preservation Order. In this respect it is noted that Section 197 of the 1990 Town Planning Act states that

“It shall be the duty of the local planning authority

- (a) to ensure, whenever it is appropriate, that in granting planning permission for any development adequate provision is made, by the imposition of conditions, for the preservation or planting of trees;”

Whilst the value of the tree is accepted it is noted that the tree would be located well within the proposed balancing lake. The location and volume of the balancing lakes are dictated by engineering requirements (it is located at the lowest part of the site and its volume and hence area is dictated by the need to ensure that it has sufficient capacity to serve the proposed development). As such it is not practicable to retain the tree in situ, as this would result in the significant reduction in the capacity of the balancing lakes. In addition it is noted that the applicant has worked hard to retain a large number of trees across the site and that as a whole the proposed development would retain much of its green infrastructure and result in substantial new planting. As such it is considered that the needs of flood prevention and the need to take into account engineering requirements of the drainage scheme outweigh the harm resulting from the loss of the tree and it is considered on balance that the scheme is acceptable.

In respect to the location and profile of the balancing ponds it is noted that this is mainly driven by the topography of the site (it is located at the lowest part of the site), the engineering nature of its function (which dictates its volume and hence holding capacity and the need to make efficient use of land. It is considered that the applicants have attempted to soften the outlines of the feature as far as is practicable to do so whilst retaining its fundamental drainage. Again it is considered that the proposed feature would be acceptable in planning terms. Should the Council not wish to adopt the feature the applicant has stated that it is willing to set up management company to manage the feature. This would require some alteration to the section 106 agreement in respect of commuted maintenance sums but that would be subject to separate application to amend the existing section 106 agreement.

Revision to the Schedule of the Approved Plans

The approved plans schedule should be amended to read: -

APPROVED PLANS:

AAH5415_24_B_Location Plan
AAH5415_25_E_Planning Layout (Sheet 1)
AAH5415_26_E_Planning Layout (Sheet 2)
AAH5415_27_E_Materials Layout PERSIMMON
AAH5415_28_Site Sections A0
AAH5415_29_B_Masterplan A0
AAH5415_30_N_Overall Site Plan
AAH5415_32_B_Planning Statement
AAH5415_36_B_Enclosure Layout PERSIMMON
AAH5415_43_Boundary Details PERSIMMON

AAC5403_TR1_B_Refuse Vehicle Tracking (Sheet 1)
AAC5403_TR2_C_Refuse Vehicle Tracking (Sheet 2)

M116-PD-050C (Street Scene Coloured) 1-200 BLOOR
MI116-SL-001E (Site Layout) BLOOR
MI116-SL-002C (Material Layout) BLOOR
MI116-SL-004C (Means of Enclosure) BLOOR
MI116-PD-006A (Boundary Details) BLOOR

AAJ5108_LS01_A_Detailed Soft Landscape 01-A0
AAJ5108_LS02_A_Detailed Soft Landscape 02-A0
AAJ5108_LS03_A_Detailed Soft Landscape 03-A0
AAJ5108_LS04_A_Detailed Soft Landscape 04-A0
AAJ5108_LS05_A_Detailed Soft Landscape 05-A0
AAJ5108_LS06_A_Detailed Soft Landscape 06-A0
AAJ5108_LS07_A_Detailed Soft Landscape 07-A0
AAJ5108_LS08_A_Detailed Soft Landscape 08-A0
AAJ5108_LS09_A_Detailed Soft Landscape 09-A0
AAJ5108_LS10_A_Detailed Soft Landscape 10-A0
AAJ5108_LS11_A_Detailed Soft Landscape 11-A0
AAJ5108_LS12_A_Detailed Soft Landscape 12-A0
AAJ5108_LS13_A_Detailed Soft Landscape 13-A0
AAJ5108_LS14_A_Detailed Soft Landscape 14-A0
AAJ5108_LSGA_A_Landscape General Arrangement-A0
AAJ5108_LSMP_Landscape Management and Maintenance Plan

RPS Ecological Appraisal
RPS Aerial Tree Bat Roost Inspection
RPS Appendix C Extended Phase 1 Habitat Plan OXF10064_EP1H
RPS Appendix D Bat Transect Route OXF10064_01
RPS Bat Activity Dusk Transect Survey 30.08.2017 OXF10064_02
RPS Bat Activity Dusk Transect Survey 14.09.2017 OXF10064_03
RPS Bat Activity Dusk Transect Survey 19.09.2017 OXF10064_04
RPS Bat Activity All Surveys OXF10064_05
RPS Himalayan Balsam Distribution OXF10064_06
RPS Trees with Moderate Bat Roost Potential OXF10064_07

S219-810 Topography Survey (Sheet 1 of 4)
S219-810 Topography Survey (Sheet 2 of 4)
S219-810 Topography Survey (Sheet 3 of 4)
S219-810 Topography Survey (Sheet 4 of 4)

Proludic - Data Sheets (LAP)
Proludic - LAP (1804.19134)

9971 D 140218 BW Norton Canes TCP-Figure 01.01_A0
9971 D 140218 BW Norton Canes TCP-Figure 01.02_A0
9971 D 140218 BW Norton Canes TCP-Figure 01.03_A0
9971 D 140218 BW Norton Canes TCP-Figure 01.04_A0
9971 D 140218 BW Norton Canes TCP-Figure 01.05_A0
9971 D 140218 BW Norton Canes TCP-Figure 01.06_A0
9971 D 140218 BW Norton Canes TCP-Figure 01.07_A0
9971 D 140218 BW Norton Canes TCP-Figure 01.08_A0
9971 D 160518 BW Norton Canes TRRP and Work-Figure 02.01_A0
9971 D 160518 BW Norton Canes TRRP and Work-Figure 02.02_A0 (Rev A)
9971 D 160518 BW Norton Canes TRRP and Work-Figure 02.03_A0 (Rev A)
9971 D 160518 BW Norton Canes TRRP and Work-Figure 02.04_A0 (Rev B)
9971 D 160518 BW Norton Canes TRRP and Work-Figure 02.05_A0
9971 D 160518 BW Norton Canes TRRP and Work-Figure 02.06_A0
9971 D 160518 BW Norton Canes TRRP and Work-Figure 02.07_A0
9971 D 160518 BW Norton Canes TRRP and Work-Figure 02.08_A0

9971 D 170518 BW Norton Canes TPP with phasing-Figure 03.01_A0 (Rev B)
9971 D 170518 BW Norton Canes TPP with phasing-Figure 03.02_A0 (Rev B)
9971 D 170518 BW Norton Canes TPP with phasing-Figure 03.03_A0 (Rev B)
9971 D 170518 BW Norton Canes TPP with phasing-Figure 03.04_A0 (Rev B)
9971 D 170518 BW Norton Canes TPP with phasing-Figure 03.05_A0 (Rev B)
9971 D 170518 BW Norton Canes TPP with phasing-Figure 03.06_A0 (Rev B)
9971 D 170518 BW Norton Canes TPP with phasing-Figure 03.07_A0 (Rev B)
9971 D 170518 BW Norton Canes TPP with phasing-Figure 03.08_A0 (Rev B)
9971 R 170518 BW Norton Canes AMS

1BF01(OPP).PL-01_SWI (BRICK) BLOOR
2B4P(2)_3B5P(1)_4B6P(1).PL-01_SIN_SOR_STR (BRICK) BLOOR
2B4P(2)_3B5P(1)_4B6P(1).PL-03_SIN_SOR_STR (PLANS) BLOOR
2B4P(2)_3B5P_1BF04(OPP).PL-01_SIN_SOR_SPEN (BRICK) BLOOR
2B4P(2)_3B5P_1BF04(OPP).PL-04_SIN_SOR_SPE (PLANS) BLOOR
2B4P(4).PL-01_SIN (BRICK) BLOOR
2B4P(4).PL-03_SIN (PLANS) BLOOR
3B5P.PL-01_SOR (BRICK) BLOOR
272.PL-01_CHE (BRICK) BLOOR
274_373.PL-02_CHE_BYR (RENDER) BLOOR
274_373.PL-05_CHE_BYR (PLANS) BLOOR
372.PL-01_BYR (BRICK) BLOOR
372.PL-02_BYR (RENDER) BLOOR
373_276(OPP).PL-01_BYR_CHE (BRICK) BLOOR
373_276(OPP).PL-03_BYR_CHE (PLANS) BLOOR
373_276.PL-01_BYR_CHE (BRICK) BLOOR
373_276.PL-03_BYR_CHE (PLANS) BLOOR
375(OPP).PL-01_LYT (BRICK) BLOOR
375(OPP).PL-02_LYT (RENDER) BLOOR
375.PL-01_LYT (BRICK) BLOOR
375.PL-02_LYT (RENDER) BLOOR
376_372(OPP).PL-01_LYT_BYR (BRICK) BLOOR
376_372(OPP).PL-03_LYT_BYR (PLANS) BLOOR
376_372-PL-01_LYT_BYR (BRICK) BLOOR
376_372-PL-03_LYT_BYR (PLANS) BLOOR
382(OPP).PL-01_HEY (BRICK) BLOOR
382(OPP).PL-03_HEY (TUDOR) BLOOR
382.PL-01_HEY (BRICK) BLOOR
382.PL-03_HEY (TUDOR) BLOOR
383.PL-01_MAR (BRICK) BLOOR
383.PL-02_MAR (RENDER) BLOOR
383.PL-05_MAR (PLANS) BLOOR
3B5P.PL-01_SOR (BRICK) BLOOR
471(OPP).PL-01_LYD (BRICK) BLOOR
471(OPP).PL-02_LYD (RENDER) BLOOR
471(OPP).PL-06_LYD (PLANS) BLOOR
471.PL-01_LYD (BRICK) BLOOR
471.PL-03_LYD (TUDOR) BLOOR
471.PL-06_LYD (PLANS) BLOOR
472(OPP).PL-01_BRO (BRICK) BLOOR
472(OPP).PL-02_BRO (RENDER) BLOOR
472(OPP).PL-05_BRO (PLANS) BLOOR

472.PL-02_BRO (RENDER) BLOOR
472.PL-05_BRO (PLANS) BLOOR
472.PL-015_BRO (BRICK) BLOOR
474(OPP).PL-01_SKE (BRICK) BLOOR
474(OPP).PL-03_SKE (TUDOR) BLOOR
474(OPP).PL-06_SKE (PLANS) BLOOR
474.PL-01_SKE (BRICK) BLOOR
474.PL-03_SKE (TUDOR) BLOOR
474.PL-06_SKE (PLANS) BLOOR
477(OPP).PL-02_MOR (RENDER) BLOOR
477.PL-01 MOR (BRICK) BLOOR
477.PL-02 MOR (RENDER) BLOOR
479(OPP).PL-03_SHI (TUDOR) BLOOR
479(OPP).PL-06_SHI (PLANS) BLOOR
479.PL-02_SHI (RENDER) BLOOR
479.PL-03_SHI (TUDOR) BLOOR
479.PL-06_SHI (PLANS) BLOOR
GL01.PL01 BLOOR
GL02.PL-01 BLOOR

PH AAH5415_03 A Roseberry PERSIMMON
PH AAH5415_04 A Chedworth PERSIMMON
PH AAH5415_05 A Winster PERSIMMON
PH AAH5415_06 A Rufford PERSIMMON
PH AAH5415_07 A Hadleigh PERSIMMON
PH AAH5415_08 A Clayton Corner PERSIMMON
PH AAH5415_09 A Hanbury PERSIMMON
PH AAH5415_10 A Edlingham PERSIMMON
PH AAH5415_11 A Hatfield PERSIMMON
PH AAH5415_12 A Corfe PERSIMMON
PH AAH5415_13 A Newton PERSIMMON
PH AAH5415_14 A Kendal PERSIMMON
PH AAH5415_15 A Leicester PERSIMMON
PH AAH5415_16 A Alnwick PERSIMMON
PH AAH5415_17 A Souter PERSIMMON
PH AAH5415_20 A Clayton PERSIMMON
PH AAH5415_21 A Lumley PERSIMMON
PH AAH5415_22 B Garages-SG & DG PERSIMMON
PH AAH5415-33 A House Type 45 PERSIMMON
PH AAH5415-37 B L2 House Type PERSIMMON
PH AAH5415-38 C L3 House Type PERSIMMON

Additional Conditions to be added

1. No trees or hedges shown as retained on the approved plans, shall be cut down, topped, lopped, uprooted or removed without the prior written permission of the Local Planning Authority nor shall they be wilfully damaged or destroyed.

Any trees or hedges which, within a period of 5 years from completion of the development are cut down, topped, lopped or uprooted without permission of the Local Planning Authority or become seriously damaged or diseased or die shall be replaced in the next planting season with similar size and species

unless the Local Planning Authority gives written consent to any variation.

Reason

The existing vegetation makes an important contribution to the visual amenity of the area. In accordance with Local Plan Policies CP3, CP14, CP12 and the NPPF.

2. Prior to the commencement of any construction or site preparation works including any actions likely to interfere with the biological function of the retained trees and hedges, approved protective fencing shall be erected in the positions shown on the approved Tree Protection Plan drawings JKK9971-RPS-Figure 03.07 Rev A, 03.08 Rev A, 03.06 Rev A, 03.05 Rev A, 03.04 Rev A, 03.03 Rev A, 03.02 Rev A and 03.01 Rev A.
3. Within the enclosed area known as the Tree Protection Zone, no work will be permitted without the written consent of the Local Planning Authority. No storage of material, equipment or vehicles will be permitted within this zone. Service routes will not be permitted to cross the Tree Protection Zones unless written consent of the Local Planning Authority is obtained. The Tree Protection Zone will be maintained intact and the vegetation within maintained until the cessation of all construction works or until the Local Planning Authority gives written consent for variation.

Reason

To ensure the retention and protection of the existing vegetation which makes an important contribution to the visual amenity of the area in accordance with Local Plan Policies CP3, CP14, CP12 and the NPPF.

4. The approved arboricultural work, as indicated in drawings: -

JKK9971-RPS-Figure 02.01Rev A Tree Retention/ works and Removal Plan
JKK9971-RPS-Figure 02.02Rev A Tree Retention/ works and Removal Plan
JKK9971-RPS-Figure 02.03Rev A Tree Retention/ works and Removal Plan
JKK9971-RPS-Figure 02.04Rev A Tree Retention/ works and Removal Plan
JKK9971-RPS-Figure 02.05Rev A Tree Retention/ works and Removal Plan
JKK9971-RPS-Figure 02.06Rev A Tree Retention/ works and Removal Plan
JKK9971-RPS-Figure 02.07Rev A Tree Retention/ works and Removal Plan
JKK9971-RPS-Figure 02.08Rev A Tree Retention/ works and Removal Plan

and the Norton Hall Lane, Norton Canes, Arboricultural Method Statement, prepared by RPS Group, and received 24 May 2018 shall be carried out fully in accordance with the submitted details and to BS 3998 Tree Work & BS 5837 Trees in Relation to Construction, unless otherwise approved in writing by the Local Planning Authority.

Reason

To ensure the retention and appropriate maintenance of the existing vegetation which makes an important contribution to the visual amenity of the area in accordance with Local Plan Policies

5. The approved landscape works shall be carried out in the first planting and seeding season following the occupation of any buildings or the completion of the development whichever is the sooner.

Reason

In the interest of visual amenity of the area and in accordance with Local Plan Policies CP3, CP12, CP14 and the NPPF.

6. Any trees or plants which within a period of five years from the date of planting die, are removed or become seriously damaged or diseased, shall be replaced in the following planting season with others of similar size and species unless the Local Planning Authority gives written consent to any variation.

Reason

In the interests of visual amenity of the area and in accordance with Local Plan Policies CP3, CP12, CP14 and the NPPF.

7. The site landscape, following completion of establishment, shall be managed in accordance with the approved Management Plan, unless otherwise agreed in writing by the Local Planning Authority.

Reason

In the interests of visual amenity of the area and in accordance with Local Plan Policies CP3, CP12, CP14 and the NPPF.

8. Notwithstanding the details of the approved plans the proposed 1.8m high palisade fence to the west of the brook around the tip mound (in the south east corner of the site) shall be replaced by a 3 rail wooden fence.

Reason

To allow maintenance access to the brook.

9. Notwithstanding the details of the approved plans, no more than 25 dwellings shall be occupied until a scheme indicating: -
 - (i) the path routes and construction details through the woodland area to the west of the site; and
 - (ii) management works to the woodland; and
 - (iii) a timetable for the implementation of the above works

has been submitted to and approved in writing by the Local Planning Authority. The works shall thereafter be implemented in accordance with the approved timetable.

Reason

In the interest of ecology and visual amenity in accordance with Local Plan Policies CP3, CP12, CP14 and the NPPF.

10. Notwithstanding the details of the approved plans, no more than 25 dwellings shall be occupied until a scheme indicating:
 - (i) the provision of removable bollards for those points of access for maintenance vehicles ; and

- (ii) the provision of litter bins; and
- (iii) a timetable for the implementation of the above works

has been submitted to and approved in writing by the Local Planning Authority. The works shall thereafter be implemented in accordance with the approved timetable.

Reason

In the interest of visual amenity in accordance with Local Plan Policies CP3, CP12, CP14 and the NPPF.

11. Notwithstanding the details of the approved plans, no more than 25 dwellings shall be occupied until a scheme for hedge-line protection to the boundary of private drives and areas of public opens pace by post and 3 strand wire fences has been submitted to and approved in writing by the Local Planning Authority. The landscaping scheme shall thereafter be implemented in accordance with the approved scheme.

Reason

To prevent unauthorised access shortcuts forming until hedges become established.

12. Notwithstanding the details of the approved plans Rosa spp shall be omitted from the planting schedule and no dwelling shall be occupied until details of an alternative species has been submitted to and approved in writing by the Local Planning Authority.

Reason

In the interest of visual amenity in accordance with Local Plan Policies CP3, CP12, CP14 and the NPPF.”

Prior to the determination of the application, representations were made by Councillor J.P.T.L. Preece, speaking on the application as Ward Councillor, and Mr Steward, applicant’s representative, speaking in favour of the application.

RESOLVED:

That the application be approved subject to: all matters raised by the Highways Authority being resolved; the conditions attached to the original report; those attached to the Officer update sheet; and any further conditions recommended by the Highways Authority, including any revisions to the schedule of approved plans necessitated by resolution of the highways issues.

The meeting closed at 5:45pm

CHAIRMAN

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CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CABINET

HELD ON THURSDAY 14 JUNE 2018 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors:

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

1. Apologies

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

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

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

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

3. Updates from Portfolio Leaders

Culture and Sport

Cannock Stadium Site

The Portfolio Leader advised that Phase 1 of the redevelopment was nearing completion. The BMX pump track, completed in the summer of 2017, was already proving extremely popular with local young people and community groups and was also attracting visitors from outside the district. The Community Allotments and building were also complete and were starting to be used by local community groups. In the coming months the remaining allotments would be let to local residents.

Work was nearing completion on the CCTV installation and the Adventure Play Area. Work on tarmacking the pathways had started, after which the green gym

equipment would be installed. Phase 1 would be complete once the new entrance gates and fencing on the Pye Green Road were installed.

Crime and Partnerships

Safer Neighbourhood Panels Funding

The Portfolio Leader advised that the Police and Crime Commissioner (PCC), was withdrawing funding of £10,000 per annum that the Council had previously used to support the management of the Cannock Chase Safer Neighbour Panel (CCSNP). The funding had been used in addition to the Council's Locality Deal Fund (LDF), with both lots of funding being transferred to Support Staffordshire to fund their management of the SNP on behalf of the Council.

The PCC had previously given assurances to the Staffordshire Police and Crime Panel that his office would be launching an advertising campaign during the summer aimed at increasing public involvement in the Staffordshire-wide Safer Neighbourhood Panels, which had not given any suggestion about funding cuts. However, the Office of the Police and Crime Commissioner had subsequently advised the Council that for 2018/19, it was the PCC's intention for the cost of the SNPs to be met directly through individual Councils' LDFs. As all beneficiaries of the Cannock Chase LDF were fixed for three years from 2017, this meant there would be no additional funding to direct towards Support Staffordshire for management of the CCSNP, and full facilitation of the CCSNP would have to be brought in-house to the Partnerships Team.

The next meeting of the Police and Crime Panel was on 3 July, and the Portfolio Leader intended to raise the matter at that time.

Separately, as part of its ongoing Transformation Programme, Staffordshire Police had recently announced that there would be major investment in the new model of Neighbourhood and Partnership policing as a result of the PCC's precept increase and the Chief Constable's decision to reduce the overtime budget.

This would result in 88 more officers policing the County's neighbourhoods from July 2018; with a further 20 in September and more in 2019 and 2020. There would also be an extra 20 investigative staff, providing more capacity to deliver routine investigations at a local level. PCSOs would continue to provide a crucial role. Multi-skilled neighbourhood teams would be communities based and co-terminus with local authority boundaries..

4. Minutes of Cabinet Meeting of 19 April 2018

RESOLVED:

That the Minutes of the meeting held on 19 April, 2018, be approved as a correct record and signed.

5. Forward Plan

The Forward Plan of Decisions for the period June to August, 2018 (Item 5.1 – 5.3 of the Official Minutes of the Council) was considered.

RESOLVED:

That the Forward Plan of Decisions for the period June to August, 2018 be noted.

6. Representatives on Outside Bodies 2018/19

Consideration was given to the Report of the Managing Director (Item 6.1 – 6.6 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The appointment of representatives to outside bodies for 2018-19, as detailed in Appendix 1 to the Report, be approved.
- (B) The Managing Director, in consultation with the Leader of the Council, be authorised to make additional appointments and amendments to any new or existing outside bodies, as necessary, throughout the municipal year that would otherwise be determined by Cabinet.

Reason for Decisions

Each year Cabinet was required to appoint representatives to a number of outside bodies as detailed in the schedule at Appendix 1 of the Report. This was normally done at the first Cabinet meeting following the Annual Council meeting.

For practical purposes, Cabinet was also requested to confirm the Managing Director's authority, in consultation with the Leader of the Council, to make additional appointments or amendments to any new or existing outside bodies, as necessary, throughout the municipal year.

7. End of Year Performance Report 2017/18

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 7.1 – 7.44 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The performance information relating to Priority Delivery Plans as detailed at Appendices 1 to 4 of the Report, be noted.
- (B) The actions which have been flagged as requiring amendment to the timescale, scope, or timeline be noted.

Reason for Decisions

Information for performance actions and indicators for Quarter 4 2017/18 was included for relevant items at Appendices 1 to 4 to the report. The overall rankings for each Portfolio area were detailed in section 5 of the report, indicating that 83% of actions/projects had been achieved or were on target to be achieved. Since 2015/16, 33.3% of indicators had improved.

8. Corporate Priority Delivery Plan and Peer Review Update

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 8.1 – 8.11 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) 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 Report.
- (B) The progress made in addressing the Peer Review recommendations, as detailed in Appendix 2 of the Report, be noted.

Reasons for Decisions

Cabinet had already recommended to Council approval of the Corporate Plan for 2018-23 and the supporting Priority Delivery Plans (PDPs). Although the new Corporate Plan did not contain a corporate priority there were still a number of corporate issues to be addressed and these had been drawn together into a Corporate PDP.

It was proposed that the Corporate PDP would be managed and monitored by Cabinet and the Corporate Scrutiny Committee on a quarterly basis in the same way as the other two PDPs.

As the Corporate PDP included a number of the key actions arising from the Peer Review, a more detailed update on progress in implementation of the Review's recommendations was also provided for Members' information.

9. Strategic Risk Register

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 9.1 – 9.16 of the Official Minutes of the Council).

RESOLVED:

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

Reasons for Decision

All strategic risks and associated action plans had been reviewed and the Council's risk profile was summarised as follows:

Risk Colour	Number of Risks at 1 Oct 2017	Number of Risks at 1 April 2018
Red	1	1
Amber	5	4
Green	0	0
TOTAL	6	5

10. Annual Performance Review 2017/18 of Inspiring Healthy Lifestyles

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 10.1 – 10.66 of the Official Minutes of the Council).

RESOLVED:

That Inspiring Healthy Lifestyle's performance in delivering the Council's Culture and Leisure Services for the period 1 April, 2017 to 31 March, 2018, be noted.

Reasons for Decision

The annual performance review was an integral part of the Council's contract monitoring arrangements with Inspiring Healthy Lifestyles (IHL), enabling the Council to review IHL's performance and commitments set out in the contract and method statements.

Appendix 1 of the Report provided a detailed breakdown of IHL's performance against performance targets for the year 1 April, 2017 to 31 March, 2018.

This was the sixth year of the 10 year contract and a strong relationship had been formed between the Council and IHL with both partners adopting a co-operative approach to performance monitoring and a mutual commitment to meeting challenges (known and evolving), business requirements and adapting to changing circumstances.

A total of 42 performance measures and targets were monitored and a number of other measures used for which there was no comparator or baseline data available. IHL had met or exceeded performance in 25 (60%) of its targets and not met target in 17 (40%), albeit that 8 (19%) were within the 5% tolerance threshold. The other 9 (21%), were red rated.

11. Review of Leisure Concessions to Serving Members of the Armed Forces 2018/19

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 11.1 – 11.6 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The Report be noted.
- (B) The leisure concessions scheme for serving members of the armed forces who were resident in the District for the 2018/19 financial year be continued, in accordance with the proposals as set out in the Report.

Reasons for Decisions

Cabinet on 21 June, 2012 resolved that leisure concessions be introduced for serving members of the armed forces who were resident in the District from 30 June, 2012 for an initial one-year period (Cabinet Minute 8, 2012/13 refers).

Following subsequent annual reviews by Inspiring Healthy Lifestyles (IHL) of the operation of the scheme, the scheme had continued each year.

Having assessed the impact of the operation of the scheme during 2017/18, IHL agreed to continue with the scheme for the financial year 2018/19, subject to an annual review and subject to there not being a negative financial impact upon the contract in the future.

IHL would continue to monitor and assess the scheme to determine the costs and benefits associated with making such a concession.

Cabinet were recommended to continue with this offer for 2018/19 in recognition of the commitment made by armed forces men and women to this country in their service throughout the world.

12. Private Sector Housing – Financial Penalties and Rent Repayment Orders

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 12.1 – 12.13 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The introduction of the Financial Penalty charging scheme and system, as set out in Appendix 1 of the Report, be adopted. The scheme sets a penalty of £5,000 for a first offence with additional costs for serious offences up to £30,000 and reductions for some special circumstances.
- (B) Paragraph 26.4 of the Scheme of Delegations be amended to include: 'Power to authorise the institution / enforcement of civil proceedings under section 126 and schedule 9 of the Housing and Planning Act 2016' to the Head of Environment and Healthy Lifestyles and appropriately qualified Environmental Health Officers and Housing Officers.

Reasons for Decisions

To ensure full use of the new provisions made by the Housing and Planning Act, 2016, to sanction those landlords and letting agents who rented out properties which were hazardous to safety and health, and to act as a deterrent to others from doing the same.

The Housing and Planning Act 2016 provided for the income from financial penalties to be retained by local authorities for carrying out statutory functions in relation to enforcement of standards in the private rented sector.

13. Public Space Protection Order (Dog Control) Declaration

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 13.1 – 13.30 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) In considering the proposed options set out the Report, the outcomes of the public consultations on the proposed Public Space Protection Order conducted between 1 July to 31 August, 2017 and 1 November to 10 December, 2017 be noted.
- (B) Option 2 be agreed, to include the same requirements in the Public Space Protection Order as are applied in the original Dog Control Orders and to introduce new control measures and conditions as detailed below:
 - (i) Requirement to pick up dog waste forthwith. (Existing)
 - (ii) Requirement to dispose of the waste in a suitable receptacle. (New)
 - (iii) Requirement for dog walkers to demonstrate, when requested by an authorised officer, that they have the means to "pick up" dog mess should the need arise. (New)
 - (iv) Requirement for dogs to be kept on a lead no longer than 2 metres in length, within 3 metres of a highway. (Existing)
 - (v) Requirement to put a dog or dogs on a lead(s) when instructed to do

so by an authorised officer. In cases where an irresponsible owner is allowing their dog to cause a nuisance, an Authorised Council Officer could require the owner to keep their dog on a lead. (New)

- (vi) A prohibition of dogs from specified areas. Under a Public Space Protection Order it is possible to prohibit dogs from specific areas e.g. play areas. (New)
- (vii) A restriction on the maximum number of dogs (6) one person may take for a walk at a time. This includes professional dog walkers. (New)

(C) Cabinet should exercise its powers under the Anti-social Behaviour, Crime and Policing Act, 2014 to make a Public Space Protection Order in respect of the control of dogs in the District as set out in Appendix 4 of the Report.

Reasons for Decisions

There were currently two Dog Control Orders made by the Council, under the provisions of the Clean Neighbourhoods and Environment Act 2005, in force in the District. These Orders addressed two aspects of dog control, namely fouling and dogs off leads in the vicinity of highways, both of which attracted a significant number of complaints from the public.

New powers were introduced by the Anti-social Behaviour, Crime and Policing Act, 2014 (the Act) to deal with anti-social behaviour, including the ability to create Public Space Protection Orders (PSPOs). This provided the opportunity to introduce additional control measures not previously included in the existing Dog Control Orders, such as prohibiting dogs from specified areas and limiting the number of dogs an individual could take for a walk.

The existing Dog Control Orders did not enable to the Council to respond to other issues raised by local residents which included dog related anti-social behaviour, limiting the number of dogs an individual could take for a walk and prohibiting dogs from specified areas, such as fenced play areas.

A local authority could make a PSPO if it was reasonable satisfied that a number of conditions were met, namely that:

- the activities carried out in a public place within the authority's area had a detrimental effect on the quality of life of those in the locality or that it was likely that activities carried out would have such an effect;
- the effect or likely effect of the activities was, or was likely to be of a persistent or continuing nature;
- the activities were or were likely to be unreasonable; and
- the impact of the activities justified the restrictions imposed by the order.

By virtue of Section 72 of the Act, before introducing a PSPO the Council was required to carry out a consultation with the chief officer of police, the local policing body, community representatives and owners/occupiers of land covered within the order.

Cabinet on 15 June, 2017 authorised Officers to consult the general public and other interested organisations on extending the remit of the current dog control in the District. The consultation was publicised widely through the Council's website, Twitter, Facebook, via press releases to the local media, e-mailing

Parish/Town Councils and community groups and leaving copies for public perusal in Council offices. In addition, the Council published a notice of its intention to make a PSPO in a local newspaper which covered the whole District.

The initial consultation took place between 1 July and 31 August, 2017 and comments were invited in relation to the series of control measures available in the form of a questionnaire (reproduced at Appendix 1 of the Report).

A number of amendments were made in light of the responses made to the initial consultation and the decision was taken to undertake a further phase of public consultation between 1 November and 10 December, 2017, the results of which were detailed in Appendix 2 of the Report, and the comments in Appendix 3. In summary, the majority of respondents were in favour of extending the remit of dog control in the District.

Cabinet was presented with two options for consideration in the Report:

- Option 1 – to do nothing, which meant that the current powers under the existing Dog Control Orders would remain in force (dog fouling and dogs off leads in the vicinity of highways), or
- Option 2 – to extend the remit of the current orders to enable the Council to respond to other dog control issues including dog related anti-social behaviour and prohibiting dogs from specified fenced play areas in the District.

14. Local Plan Review (Issues and Scope) Consultation

Consideration was given to the Report of the Interim Head of Economic Development (Item 14.1 – 14.124).

RESOLVED:

That:

- (A) The Cannock Chase Local Plan Review (Issues and Scope) consultation document, attached as Appendix A to the Report, be approved, and that it be published pursuant to regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended), for an eight week consultation period, the strategy for which would be carried out in line with the Council's current adopted Statement of Community Involvement 2014.
- (B) The Head of Economic Prosperity, in consultation with the Economic Development and Planning Portfolio Leader, be authorised to make any non-substantive changes considered necessary to the document prior to it being published, and that the arrangements for the consultation be agreed.
- (C) Finalisation of the accompanying document for the Issues and Scope consultation (the Strategic Environmental Assessment and Sustainability Appraisal scoping report) be delegated to the Head of Economic Prosperity in consultation with the Economic Development and Planning Portfolio Leader.
- (D) It be noted that an updated Statement of Community Involvement was included for consideration later on in the meeting agenda, and subject to approval, would also be consulted upon alongside the Local Plan Issues and Scope paper.

Reasons for Decisions

The Report sought authorisation to consult on the first iteration of the new Local Plan for Cannock Chase District. This related to an Issues and Scoping paper, which would ask for views and feedback on the issues that the new Local Plan should address.

The current Local Plan (Part 1) was adopted in 2014. Work ceased on Local Plan (Part 2) following a Council resolution of 21 February, 2018, to enable a full review of the Local Plan as a whole to proceed. A new Local Development Scheme was also adopted on this date, setting out the timetable for the new Local Plan process. This Report and the proposed consultation was in fulfilment of the first step in the process of developing the new Local Plan.

The Issues and Scope consultation document was deliberately high level and broad to ensure that a wide range of matters were considered before detail of the new Plan was formulated. It also enabled those people who responded to the Local Plan (Part 2) consultation to see how their responses were utilised as the new process began.

Consultation would take place for an eight-week period beginning Monday 2 July, 2018. The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended), only required a six-week consultation period, however it was felt appropriate to extend this to eight weeks given that this would be over the summer holiday period.

Members were requested to note that throughout the report, and through the appended Issues and Scope consultation paper, there was reference to a number of changes being made to planning policy at a national scale, many of which were the subject of recent government consultations. These changes would have consequence in terms of both Local Plan formulation and delivery, and potentially could have cost implications in terms of providing an up to date evidence base to ensure that the Plan was both sound and deliverable. This matter would be kept under review as draft changes were confirmed and consequences for planning policy at the local level better understood.

15. Statement of Community Involvement

Consideration was given to the Report of the Interim Head of Economic Development (Item 15.1 – 15.32).

RESOLVED:

That:

- (A) A six-week (minimum) period of consultation for an updated draft Statement of Community Involvement as attached at Appendix 1 to the Report be agreed.
- (B) Authority be given to the Head of Economic Prosperity, in consultation with the Economic Development and Planning Portfolio Leader, to make any non-substantive changes considered necessary to the document which may need to reflect further legislative updates due to ongoing reform with the planning system nationally prior to consultation.

Reasons for Decisions

The Planning and Compulsory Purchase Act, 2004 (as amended) required the

Council to produce a 'Statement of Community Involvement' (SCI) which set out how the Council intended to achieve continuous community involvement in the preparation of plans and decision making for planning applications. The current SCI was adopted by Cabinet in March, 2014 under the Town and Country Planning (Local Development) (England) Regulations, 2012 (as amended).

Local Planning Authorities must review their SCI every five years from the adoption date. Recent changes set out in the Neighbourhood Planning Act, 2017 amended the requirements of the Planning and Compulsory Purchase Act, 2004 related to the preparation of an SCI, and given effect through the Neighbourhood Planning Act, 2017 (Commencement No. 3) Regulations, 2018 necessitated an SCI update.

These changes related to inclusion of policy for giving advice to neighbourhood planning groups and for involvement of communities and other interest parties in the preliminary stages of plan making (specifically in the exercise of functions for survey (section 13) and Local Development Schemes (section 15)). In updating the SCI the opportunity was taken to update where necessary changes in local circumstances (such as in relevant community groups and the procedure for pre-application advice) and to set out the Council's approach to more recently introduced planning procedures (such as the Community Infrastructure Levy and Permissions in Principle). The update also took account of the National Planning Policy Framework (NPPF) and National Planning Policy Guidance (NPPG) as amended.

The SCI did not propose new planning policy or identify new development sites, but primarily considered how best to involve different sectors of the community in plan preparation and in determining planning applications. It set out how all sections of the community, from individual members of the public through to representative organisations, had better opportunities to participate in planning in the District. It dealt with community involvement in the preparation of the Local Plan and Supplementary Planning Documents (SPDs) and in the determination of planning applications, as well as community involvement in the more recently introduced planning procedures such as the Community Infrastructure Levy (CIL) and Neighbourhood Planning. The Council's vision for the SCI was that 'Everyone is given the opportunity to influence the future planning of Cannock Chase District and consequently take ownership of the Local Plan through stakeholder and community involvement.'

There were a number of important benefits of achieving community and stakeholder buy-in, these included:

- Community commitment to the future development of the area;
- Promoting regeneration and investment, creating certainty and commitment to change;
- Providing a strong basis for successful negotiations on development proposals, including developer contributions; and
- Providing a robust basis for addressing difficult decisions – it was important that in seeking to build consensus, addressing controversial issues was not avoided.

The constituent parts of the SCI were described in the detail of the Report.

16. Former Grove Colliery Office Building, 137 Lime Lane, Little Wyrley

Consideration was given to the Report of the Head of Housing and Partnerships (Item 16.1 – 16.4 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The former Grove Colliery Office Building at 137 Lime Lane, Little Wyrley, be declared surplus to Council requirements and be marketed for sale.
- (B) Authority be delegated to the Head of Economic Prosperity to instruct agents to market the Grove Colliery Office Building for sale and to take all other actions required to implement the decision.
- (C) Authority be delegated to the Head of Economic Prosperity to dispose of the Grove Colliery Office Building at market value.

Reasons for Decisions

The former Grove Colliery Office Building was located on a Council owned site of some 0.42 acres on Lime Lane, close to the former Grove Colliery Site and comprised of a derelict two-storey office building of approximately 697 square metres (7,500 sq. ft.).

The buildings had remained vacant for many years and were derelict as evidenced by a recent condition survey that indicated a projected cost of £1.258m to put the building back into repair.

The continued retention of the building would impose additional ongoing costs for the Council in keeping the premises secured and dealing with matters of anti-social behaviour.

It was considered most likely that any prospective purchaser would wish to demolish the existing building and redevelop the site subject to planning permission. The location of the property was such that there was likely to be limited demand given both the potential costs of demolition and the nearby land uses.

17. Land to the North of 385 Norton Rad, Heath Hayes

Consideration was given to the Report of the Head of Housing and Partnerships (Item 17.1 – 17.4).

RESOLVED:

That:

- (A) The land to the north of 385 Norton Road, Heath Hayes, be declared surplus to Council requirements and be marketed for sale.
- (B) Authority be delegated to the Head of Economic Prosperity to instruct agents to market the land to the north of 385 Norton Road, Heath Hayes, for sale and to take all other actions required to implement the decision.
- (C) Authority be delegated to the Head of Economic Prosperity to dispose of the land to the north of 385 Norton Road, Heath Hayes, at market value.

Reasons for Decisions

The site was located on a Council owned site of approximately 0.42 acres (0.186 ha) on Norton Road within close proximity to the Five Ways Island and Cannock Road (A5190). It was overgrown and contained a number of self-set trees.

On 3 April, 2003 Cabinet resolved that subject to the grant of outline planning consent the land could be disposed of on the open market for residential development purposes. This resolution was not implemented and the site had remained vacant and overgrown ever since.

Updated outline planning consent for residential development had been recently obtained under application number CH/17/351. A number of trees on the site were, and would continue to be, protected by Tree Preservation Orders.

18. Land to the North West of St. Peter's C of E Primary School, Reservoir Road, Hednesford

Consideration was given to the Report of the Head of Housing and Partnerships (Item 18.1 – 18.5).

RESOLVED:

That the grant of a 125 year lease in the Department for Education standard form to the Future Generation Trust at peppercorn rent consideration to facilitate the conversion of St Peter's C of E Primary School to Academy Trust status be agreed.

Reasons for Decision

St. Peter's Church of England Primary School, Reservoir Road, Hednesford, was currently in the process of converting to Academy Trust status. The school buildings were owned by the Lichfield Diocese and part of the school grounds were owned by Staffordshire County Council (SCC). The rest of the school grounds, comprised of the playing fields shown edged red on the plan attached at Appendix 1 to the Report (the 'Playing Fields'), were owned by Cannock Chase Council.

The Playing Fields, together with other land which formed part of Hednesford Hills, were given to the Council by the Marquess of Anglesey in 1933, subject to a restriction that the land could only be used for public recreation purposes.

The Council leased the Playing Fields (circa 4,390 square metres) to SCC (in its capacity as local education authority) in 1960 at a nominal rent for use by the school as playing fields. The lease contained an acknowledgement that the Marquess of Anglesey consented to the Playing Fields being used for this purpose. The lease also permitted SCC to erect boundary fencing around the edge of the playing field. This lease continued to run.

In 1968, the Council applied to register the land given to it by the Marquess of Anglesey (including the Playing Fields) as common land under the Commons Registration Act 1965. The Playing Fields were registered as common land, although in fact the land was fenced off and formed part of the school grounds.

As part of the conversion to academy status, the Academy Trust (the Future Generation Trust) advised the Council that they needed to secure a long-term interest in the Playing Fields. The Academy Trust's solicitors advised that they could not take over the 1960 lease to SCC because this did not give them

sufficient security in the Playing Fields to meet the Department for Education's conversion criteria.

The Academy Trust's solicitors asked that the Council grants the Academy Trust, as a minimum, a 125 year lease of the Playing Fields at a nominal rent. This lease would need to be in a standard form issued by the Department for Education. Alternatively, the Council could transfer ownership of the Playing Fields to the Academy Trust. The Academy Trust's preferred option however was that the Council transfer ownership of the Playing Fields to them for a nominal rent. The Academy Trust was aware that the land was registered common land and accepted that the transfer of ownership from the Council to the Trust would not affect that designation.

19. Policy in Respect of Applications for Rent Subsidy for Community / Voluntary Organisations

Consideration was given to the Report of the Head of Housing and Partnerships (Item 19.1 – 19.9 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The draft Policy in Respect of Applications for Rent Subsidy for Community / Voluntary Organisations, as detailed in Appendix 1 of the Report, be approved.
- (B) Authority be delegated to the Head of Housing and Partnerships to implement the policy in respect of community / voluntary organisations wishing to lease Council owned land / premises at a subsidised rent.

Reasons for Decisions

Section 123 of the Local Government Act, 1972 required that a local authority should obtain best consideration in the disposal of its land (which generally meant obtaining market value). The term 'disposal' included the grant of a lease for a term of over seven years.

A local authority could however grant a lease of more than seven years at an undervalue (i.e. below market value), if it could demonstrate that the arrangement contributed to the improvement of the social, economic or environmental wellbeing of the area, or its inhabitants.

When existing leases of Council land/premises approached expiry, Property Services implemented lease renewal action under the provisions of the Landlord and Tenant Act 1954 (where applicable), and in accordance with the requirements of the Local Government Act, 1972. Action by the Council in accordance with the relevant legislation often resulted in market rental values that were considerably higher than tenants had previously paid.

The Council had been approached on a number of occasions by organisations run as voluntary or community organisations who contended that payment of a market rental would render them unable to continue to operate. On that basis, they generally sought a lease or a renewal lease at a favourable rent that was below the market value.

The decision as to whether the occupation of Council owned land/premises by a particular organisation contributed to the 'wellbeing' of an area or its inhabitants,

and should be granted a lease at favourable rent, was currently beyond the extent of Officers' delegated authority. Consequently, where an organisation sought to occupy Council owned land/premises at a favourable rent then a report to Cabinet was required.

To date, Cabinet had considered each approach from voluntary/community organisations on an individual basis. There was currently no standard criteria that the Council applied when assessing whether an organisation satisfied the test of 'wellbeing'. This left the Council vulnerable to accusations of inconsistency regarding favourable rents for community/voluntary organisations.

The draft policy attached at Appendix 1 to the Report set out criteria by which applications for a favourable rent would be decided by the Council. In addition, the draft policy contained operational standards and examples of good practice that the Council expected an organisation in receipt of a favourable rent to adhere to.

The meeting closed at 4:30 p.m.

LEADER

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CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
AUDIT AND GOVERNANCE COMMITTEE
HELD ON TUESDAY 19 JUNE 2018 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT:
Councillors

Grice, Mrs. D. (Chairman)

Bowater, J. Johnson, J.P.
Crabtree, S.K. Tait, Ms. L.

Also Present:

- Jim McLarnon, Audit Manager, Grant Thornton (External Auditors).

1. **Apologies**

An apology for absence was received from Miss. M.J. Dudson, Vice Chairman.

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

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

3. **Minutes**

RESOLVED:

That the Minutes of the meeting held on 27 March, 2018, be approved as a correct record and signed.

4. **Review of the Effectiveness of Internal Audit**

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 4.1 – 4.8 of the Official Minutes of the Council) *(presented by the Chief Internal Auditor & Risk Manager)*.

The Chief Internal Auditor & Risk Manager outlined to the Members the following key aspects from the report:

- The External Quality Assessment had been carried out by Cipfa in November, 2016 and the outcome of the review reported to the Committee in March, 2017. It concluded that Internal Audit was effective and conformed

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with the requirements of PSIAS/LGAN

- There had been one area of significant non-conformance related to PSIAS 1110 Organisational Independence. However, it had been considered that this area did not compromise the effectiveness of Internal Audit.
- The review had identified that the Audit Charter required updating.
- The Internal Audit Section would work in accordance with the Core Principles for the Professional Practice of Internal Audit as set out in the PSIAS.
- Where possible in relation to areas to be audited around Insurance, Risk Management and Health and Safety, the Chief Internal Auditor would act as client to the Principal Auditor and report to the Head of Governance and Corporate Services. In order to bring further independence, where possible an external contractor or an auditor from another Local Authority would be asked to carry out the audit.

In response to a question raised by a Member, the Chief Internal Auditor and Risk Manager advised that the use of contractors would come from salary savings from within the section.

RESOLVED:

That:

- (A) The findings of the annual review of the effectiveness of internal audit 2017-18 be noted.
- (B) Internal Audit generally conformed to the Public Sector Internal Audit Standards, was operating effectively and could be relied upon when considering the Annual Governance Statement for 2017-18.
- (C) The revised Internal Audit Charter be approved, in particular the introductions of the safeguards at paragraph 7.5 of the Charter for dealing with conflicts of interest when auditing areas where the Chief Internal Auditor had operational management responsibility.

5. Internal Audit Annual Report 2017/18

Consideration was given to the Report of the Chief Internal Auditor and Risk Manager (Item 5.1 – 5.22 the Official Minutes of the Council).

The Chief Internal Audit & Risk Manager outlined to the Members the following key aspects from the report:

Summary of Significant Findings for Audits Issued in Quarter 4

There was currently one Audit with a Limited Assurance, nine Audits with Partial Assurance and three Audits with Substantial Assurance.

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Audits in Progress

There were currently four Audits in progress which would not be completed by the end of the year and would be carried over to 2017-18.

Significant Issues Arising 2017-18

There were currently eleven Audits with Substantial Assurance, fifteen Audits with Partial Assurance, one Audit with Limited Assurance and no Audits with zero Assurance.

Audit Performance

There had been two Audits deferred which were Asset Management and Non-housing Maintenance. These had been deferred due to staffing issues within Property Services.

RESOLVED:

That the Internal Audit Annual Report 2017/18 be noted.

6. Strategic Risk Register

Consideration was given to the Head of Governance and Corporate Services (Item 6.1 – 6.16 of the Official Minutes of the Council).

The Head of Governance and Corporate Services referred to paragraph 5.4 and reported that there had been a reduction of risks from six to five between 1 October, 2017 and 1 April, 2018. The number of Strategic Risks had fallen, two Strategic Risks had been deleted and one new risk had been added.

In response to a question raised by the Chairman, the Head of Governance and Corporate Services referred to the new risk “There is a reduction in investor confidence in the District” and explained that there was some planned work around regeneration. Members were advised that this risk had been rated as Amber which could be a cause for concern, however work would continue with Officers.

RESOLVED:

That the progress made in the identification and management of the strategic risks be noted.

7. Annual Governance Statement 2017/18

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 7.1 –7.19 of the Official Minutes of the Council).

The Head of Governance and Corporate Services outlined to the Members the following key aspect from the report:

Significant Governance Issues

- Management Capacity and Delivery of the Council’s Corporate Priorities and Statutory Duties – capacity issue and forward direction being considered

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- Cyber Security – cyber awareness training to be rolled out alongside Data Protection training

RESOLVED:

That the Annual Governance Statement for 2017/18 be approved.

8. Cannock Chase District Council Audit Fee Letter 2018/19

Consideration was given to the Letter of the External Auditors (Item 8.1 – 8.3).

RESOLVED:

That the Letter of the External Auditors be noted.

9. Progress and Update Report for Cannock Chase District Council

The External Auditor provided the Committee with a verbal update on the following matters:

The External Auditor reported that there was a statutory deadline of 31 May, 2018 for the accounts to be audited for 2017-18 which had been carried out.

He referred to the Audit Fee Letter 2018-19 and commented that the Council's scale fee for 2018-19 had been set at £40,124 which had seen a decrease by £12k. This fee was set for the next five years.

RESOLVED:

That the verbal update of the External Auditors be noted.

The meeting closed at 4:40 p.m.

CHAIRMAN

CANNOCK CHASE COUNCIL

**MINUTES OF THE MEETING OF THE
PLANNING CONTROL COMMITTEE**

WEDNESDAY 20 JUNE 2018 AT 3:00 P.M.

IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Cartwright, Mrs. S.M. (Chairman)
Councillors Allen, F.W.C. (Vice-Chairman)

Cooper, Miss J.	Snape, P.A.
Fisher, P.A.	Stretton, Mrs. P.Z.
Hoare, M.W.A.	Sutherland, M.
Lea, C.I.	Tait, Ms. L.
Pearson, A.R.	Todd, Mrs. D.M.
Smith, C.D.	Woodhead, P.E.

11. Apologies

No apologies for absence were received.

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

There were no declarations of interests submitted.

13. Disclosure of lobbying of Members

All Members present declared they had been lobbied by the complainant via email/letter in respect of the Enforcement Investigation relating to 64 New Penkridge Road, Cannock (Application CH/17/073). Councillor P. Snape confirmed that both the complainant and the applicants' representative had lobbied him.

Councillor A. Pearson declared that the press had been in contact with him regarding Application CH/18/154, Hednesford Park Pavilion, Rugeley Road, Hednesford – Proposed facilities building to include toilet provision and changing room. He had commented but made no indication of how he would be voting.

14. Minutes

RESOLVED:

That the Minutes of the meeting held on 30 May, 2018 be approved as a correct record.

15. Members' Requests for Site Visits

Item No. 3 on the agenda – Application CH/17/073, Enforcement Investigation relating to 64 New Penkridge Road, Cannock, erection of a five bedroom house

Councillor Mrs. P.Z. Stretton referred to Item No. 3 on the agenda in respect of the Enforcement Investigation relating to 64 New Penkridge Road, Cannock (Application CH/17/073) and requested that a site visit be undertaken.

The reason given for the site visit was that, as Members had received additional information from the complainant, along with a number of photographs, a site visit would enable Members to view the newly built property from both the complainant's property and the application site so that a more informed judgement could be made.

The Development Control Manager advised that he had additional information regarding this application and he provided the following update:-

“Officers confirm that they have received a request from the complainant asking for a deferral of the application as the complainant, and or his agent, is unable to attend the meeting.

Officers would point out that the complainant was given advance notice of the meeting as early as 22 May, 2018 by email. Officers can confirm that the complainant's wife rang on Friday 15 June to confirm that their agent was speaking and then rang back and confirmed that Mr Suman (the complainant) would speak.

Officers can therefore confirm that the complainant has been given adequate notice of the meeting to make appropriate arrangements for representations to be made at the meeting of Planning Control Committee.

Officers can also confirm that they have emailed the complainant and suggested that he submit a statement that could be read out in the eventuality that members decide to consider the case.

It is a matter for members to determine whether they wish to defer consideration of the item or not”.

The Officer then clarified that the complainant and his representatives were actually in attendance at the meeting but noted that a site visit had been requested.

RESOLVED:

That a site visit be undertaken by the Committee in respect of the Enforcement Investigation relating to 64 New Penkridge Road, Cannock (Application CH/17/073): Residential development, erection of a five bedroom detached house.

Reason:- To enable the Committee to view the newly built property from both the complainants property and the application site so that a more informed judgement could be made.

16. Application CH/17/323, Demolition of existing factory and offices and erection of up to 180 dwellings and up to 30,000 square foot of employment floor space (B1(c) and B8 Use Class), access and associated works (outline application with all matters reserved except for access) Gestamp Tallent, Wolverhampton Road, Cannock WS11 1LY

Consideration was given to the report of the Development Control Manager (Item 6.1 – 6.53 of the Official Minutes of the Council).

The Development Control Manager provided the following update in respect of the application:

“Since the publication of the agenda Officers have received a letter from a local resident (Karen Sanders) stating that she is unable to make representatives directly to Planning Committee on the day but would like the following statement to be read out:

As a local resident of Clifton Avenue I am concerned about the impact this housing development will have on the immediate area and its existing residents.

No one wants to stop housing that is needed. However, within the development it is possible to limit the impact of increased traffic levels, more pollution and access/exit to and from the existing roads.

The weight of traffic and congestion in the immediate area must be considered. The volume of traffic is already horrendous with regular traffic jams. This isn't just in the week and is often worse at weekends due to the nearby shopping area at Longford Island and not to mention the dreaded car boots sales on Wellington Drive. The Wolverhampton Road is the major route into town one way and to the M6 Junction 11/A5 major road the other way. We already struggle to turn out onto the Wolverhampton Road from the slip roads.

The extra levels of pollution the additional traffic will cause must also be a real consideration for the health and well-being of the residents of the area. I note that mention is made in the application of “AQMA”, possibly indicating that the air quality in the area is already of concern. The planting of more trees/hedging on the field and verges to form a dense barrier/wooded area between the road and the existing housing would help block out the sight and sound of the traffic and it would help with increased pollution levels too.

Please also consider the access roads in and out of the estate; how many there are and where they are positioned. Directly opposite Gestamp Gate 3 on Wolverhampton Road there is an exit road from the existing estate which is much used. Leaving a road to the new houses directly opposite will cause traffic chaos. 200 new homes will very seriously affect the volume of traffic and will definitely be detrimental to what is already an extremely busy and badly traffic polluted area.

The above must be considered both whilst the site is under demolition/construction and once the houses are built. Surely the existing local residents should be afforded whatever measures can be put in place to lessen the impact of traffic congestion, increased pollution and ease of access. We will all have to coexist in the future, so surely it is best to put the measures and improvements in place now

for the future benefit of all residents of the area”.

He advised that Officers can confirm that the substantive issues raised in the letter are dealt within the officer report and where appropriate addressed by conditions. He asked Members to note that any landscaping issues would be dealt with at a later date as this application was an outline application.

In addition Members were advised that Bruton Knowles (the Council's Valuer) has made additional comments in respect of viability.

Finally, he advised that recommendation (v) would be amended as follows should the application be approved:-

- (v) And further a separate Section 106 Obligation requiring the payment of a SAC contribution be completed to secure compliance with the Conservation of Habitats and Species Regulations 2017 to mitigate the impact of the proposed development on the Cannock Chase SAC in the event that the development is not liable to pay CIL.

Prior to the determination of the application representations were made by Will Brearley and Ian Middleton from Gestamp, speaking in support of the application.

RESOLVED:

- (A) That the applicant be requested to enter into an agreement under Section 106 of the Town and Country Planning Act 1990 to secure:-
 - (i) Provision of 5% social rented 2 bed houses as on-site affordable housing contribution;
 - (ii) Review of viability and claw back provision at the completion of the 80th dwelling and clauses for the provision of affordable housing on site or, if money is less than the cost of one unit, the provision of a commuted sum for provision of affordable housing off-site, with clauses for the transfer of units to a registered provider;
 - (iii) Future management and maintenance of the Public Open Space including a Neighbourhood Equipped Area of Play and communal landscaped areas (either by transfer of land together with any monies or by management company);
 - (iv) Implementation of the Travel Plan and monitoring fee;
 - (v) And further a separate Section 106 Obligation requiring the payment of a SAC contribution be completed to secure compliance with the Conservation of Habitats and Species Regulations 2017 to mitigate the impact of the proposed development on the Cannock Chase SAC in the event that the development is not liable to pay CIL.
- (B) On completion of the agreement the application be approved subject to the conditions attached to the officer update report for the reasons stated therein (with the exception of the reference to the MUGA in condition 18 which shall

be deleted) which was presented to Planning Control Committee on 30 May 2018.

17. Application CH/18/154, Proposed facilities building to include toilet provision and changing room, Hednesford Park Pavilion, Rugeley Road, Hednesford, Cannock WS12 1QR.

Consideration was given to the report of the Development Control Manager (Item 6.54 – 6.63 of the Official Minutes of the Council).

RESOLVED:

That the application be approved subject to the conditions contained in the report for the reasons stated therein.

18. Application CH/17/073 – Enforcement Investigation, 64 New Penkridge Road, Cannock, erection of a five bedroom house

This item was dealt with above under Minute No. 15.

19. Planning Enforcement Protocol

Consideration was given to the report of the Development Control Manager (Item 6.100 - 6.114 of the Official Minutes of the Council).

Ian Collingham, Planning Enforcement Officer, was present for this item.

RESOLVED:

That Council be recommended to agree to adopt and publish the Cannock Chase Council Planning Enforcement Protocol.

20. Additional issues

Parish Council objections to Planning Applications

Councillor A. Pearson referred to the Local Planning Protocol (paragraph 7.4 (g)) and considered that it should be amended so that when a Parish Council raised an objection to a planning application the District Council's Planning Control Committee should undertake a site visit.

The Council's Solicitor commented that the Parish Council was just one of a number of consultees and they should be in no more of a privileged position than the other consultees. There was provision for the Planning Control Committee to request site visits on applications.

Members debated the suggestion and did not consider that the Local Planning Protocol should not be amended.

(The Development Control Manager advised that he had noted the comments made and would continue to highlight in his reports where it would be beneficial for a site visit to be undertaken).

Augean, Walkmill Lane, Bridgtown, Cannock

Councillor P. Snape asked if there was an update on the current position with regards to this site. The Development Control Manager advised that discussions were still ongoing and to contact the Managing Director for the latest position.

MUGAs

The Development Control Manager referred to the Gestamp application (CH/17/323) where Members had not been in favour of the installation of a MUGA. Officers within Parks and Open Spaces had suggested to take Planning Control Committee Members on a visit to a number of MUGAs situated within the District at the end of the next Planning Control Committee meeting. Members were in favour of this suggestion.

The meeting closed at 3.50pm.

CHAIRMAN

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CANNOCK CHASE COUNCIL

MINUTES OF THE MEETING OF THE WELLBEING SCRUTINY COMMITTEE

TUESDAY 3 JULY, 2018 AT 4.00 P.M.

IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors:

Cooper, Miss. J. (Chairman)
Smith, C.D. (Vice-Chairman)

Buttery, M.S.	Johnson, T.B.
Cartwright, Mrs. S.M.	Lyons, Miss. O.
Crabtree, S.K.	Stretton, Mrs. P.Z.
Davis, Mrs. M.A.	Sutton, Mrs. H.M.
Freeman, Miss. M.A.	Tait, Ms. L.
Grice, Mrs. D.	

Invited:

Staffordshire County Council Co-opted Member: Councillor P. Hewitt
Independent Co-opted Member: Jackie Owen, Healthwatch Staffordshire

1. Apologies

No apologies.

2. Declarations of Interests of Members in Contracts and Other Matters and Restrictions on Voting by Members and Party Whip Declarations

No declarations of interests in additions to those already confirmed by Members in the Register of Members Interests were made.

3. Minutes

A Member referred to Page 13, Minute 21. Minutes and asked for an update in respect of the situation concerning community beds.

The Chairman advised that she had contacted both Staffordshire County Council (SCC) and the Clinical Commissioning Group (CCG) and had received no response.

The Staffordshire County Councillor indicated that he would liaise with the County on this issue and report back.

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RESOLVED:

That the Minutes of the Health, Culture and Environment Scrutiny Committee meeting held on 26 March, 2018 be approved as a correct record.

4. End of Year 2017-18 Health and Culture Priority Delivery Plan Performance Update

Consideration was given to the End of Year 2017-18 Health and Culture Priority Delivery Plan Performance Update (Item 4.1 – 4.11 of the Official Minutes of the Council).

The Head of Environment and Healthy Lifestyles presented the report and indicated that all of the projects were either on target or complete.

A Member referred to Item 4.6 of the report and the hard work that the volunteers from the Princes Trust had put into the Tesco Gardening Project, and despite some issues, the Group had overcome these to complete the garden.

5. Health, Culture and Environment Scrutiny Committee Annual Report 2017-18

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 5.1 – 5.4 of the Official Minutes of the Council).

The Head of Environment and Healthy Lifestyles reported on the work undertaken by the Health, Culture and Environment Scrutiny Committee during 2017-18 and the work of the Task and Finish Group and the impact of hot food takeaways.

Members noted the work that had been undertaken by the Task and Finish Group and how hot food takeaways had contributed not just locally towards the obesity problem but also nationally. They also discussed how obesity linked to deprivation and how education was crucial for families and young people.

RESOLVED:

That the Health, Culture and Environment Scrutiny Committee Annual Report 2017-18 be noted, and submitted to Council on 25 July, 2018, for information.

(At this point the Chairman agreed to change the order of the Agenda).

6. Update – Healthwatch

Members welcomed Jackie Owen to the meeting to provide an update on the work carried out by Healthwatch.

Jackie Owen reported that following a re-tender the organisation had now received a 58% reduction over 3 years.

She reported that the Healthwatch AGM had been arranged for 11 July, 2018 at Staffordshire Rugby Club and indicated that the main speaker would be Simon

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Whitehouse, Director for the Staffordshire Together We're Better Programme and also work with Sustainability and Transformation Partnership (STP).

She reported that a steering group had been established to look at the problems surrounding community hospitals and beds. She advised that consideration was being given to some proposals and a consultation would be held this year. She also indicated that there were also some other priority areas to consider at both Lichfield and Burton Hospitals.

Jackie Owen reported on a number of areas and advised that Ian Wright from Healthwatch was involved with a number of District Participation Groups and activities through Cannock Community Centre and SEND. Engagement had taken place with 88 individuals through visits, a health and wellbeing survey had been carried out and a report would be due to go to the Health and Wellbeing Board this month.

It had been highlighted that there were issues around accessing assessment services and groups to help people with autism. There were also other problems with trying to access appointments and requesting assessments for support for parents of children with autism. A report would be produced which would go to the CCG.

She reported on work undertaken with the STP who would be carrying out consultation events, however there had been little publicity and therefore they were being encouraged to be more open and transparent with the public.

Jackie Owen also reported that Healthwatch were currently trying to recruit 23 maternity champions who could gauge patient experiences and report back on their findings in respect of maternity services.

She also highlighted the issue of unregulated day care services which were being offered to people with learning difficulties and also the issues surrounding direct payments.

It was reported that some investigative and research work would be carried out with regard to community hospitals due to the common misconception that they were better than care homes.

Finally, she reported that that under the 'Enter and View' Programme, Healthwatch had visited Talbot House, Rugeley and The Heathers, Cannock.

Members Questions

A Member discussed the need for Patient Participation Groups (PPG) and explained to Members that this provided the public with the opportunity of meeting at a GP Practice to discuss services, improvements and express concerns. However, he expressed concern that some GP practices did not have a PPG.

Jackie Owen commented that in order for a PPG to be established, it required the support from both GPs and the CCG, however she was keen on advocating PPGs.

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A Member discussed support for young people with learning difficulties and the current cuts to funding. He was of the opinion that cuts in funding could lead to problems in the long term and investment for the future was needed.

In response to questions raised by a Member, Jackie Owen commented that Healthwatch had planned to undertake a visit with carers in order to try and establish what issues carers had with the assessment procedure. She also advised that Wolverhampton Hospital Trust remained under Staffordshire Healthwatch.

6. Task and Finish Group – Impact of Hot Food Takeaways Notes and Final Report of Hot Food Takeaways Task and Finish Group

Consideration was given to the Report and Notes (4 June, 2018) of the Hot Food Takeaways Task and Finish Group (Item 6.1 – 6.7 of the Official Minutes of the Council).

The Food Safety and Licensing Manager presented the report to Members and reported on the work undertaken by the Task and Finish Group who considered ways of how the Council and partners could influence and limit the impact of hot food takeaways on local health outcomes.

He referred to the recommendations contained within the report and advised that recommendation 2.5 should read 'That Cabinet at a future meeting' and not 'That Council, at its meeting on 27 July'.

Members discussed the use of planning powers, takeaway food outlets being within very close proximity to each other and how planning could influence this with more control being given to Local Authorities. They also discussed portion sizes and how education towards food could have a positive effect on both families and young children.

The Staffordshire County Councillor commented that cooking sessions for families would be held throughout August at the Rugeley Community Church.

RESOLVED:

- (A) That the Committee notes the content of the report;
- (B) That the Committee would identify an appropriate mechanism to ensure the findings are used to contribute to the current Corporate Plan 2018-23, in particular in relation to development, with partners, of a strategy on healthier food choices.
- (C) That the Committee notes that officers will work with partner agencies to develop and present to the Committee a data set which will give insight into the local make up of take away premises, the "healthiness" of foods sold and levels of obesity in the localities.
- (D) That the Committee would engage in the forthcoming consultation on the Local Plan, and submit a response requesting consideration be given both to

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strengthening the health policy within the Plan and the option of including a Supplementary Planning Document in respect of takeaways;

- (E) That the Committee recommends that Cabinet, at a future meeting, instructs Officers to write to the Secretary of State for Health and Secretary of State for Housing, Communities and Local Government expressing concern over the lack of powers available to local authorities to control the local health impact of take away premises. In particular powers to control total numbers, locations and “clustering” of outlets selling cheap, unhealthy food; powers to limit local advertising and promotion of unhealthy foods; powers to require clearer consumer information on the salt, fat and sugar content of takeaway meals.

7. Update - Staffordshire County Council’s Healthy Staffordshire Select Committee

The Staffordshire County Councillor circulated the following update:

‘Healthy Staffordshire Select Committee - 11 June 2018

The Healthy Staffordshire Select Committee met on Monday 11 June 2018 when they considered an update on progress in relation to Staffordshire and Stoke-on-Trent Sustainability and Transformation Partnership (STP) and a detailed report on the STP work stream - Urgent and Emergency Care.

The STP presented their update paper on progress to date and detailed the priorities, the engagement and consultation process and timetable, Members of the Committee put questions to the STP representatives on a range of issues including work force, opportunities for digital, community provision, the extent of the consultation, the scale of financial deficit and the progress of the early adopters.

The STP Commissioning and Clinical Leads presented their report and presentation on the Urgent and Emergency Care work stream. They detailed the Programme overview, the targets which had been set, the risks and mitigation, the workforce implications and winter planning. Members of the Committee put questions to the leads querying the work stream, especially the implications for the workforce, when winter planning would commence and its delivery plan and the role of the ambulance service.

The STP agreed to provide further responses on a number of issues raised, in particular the financial deficit and the delivery plan for winter planning.

County Council Members Workshop – South Staffordshire Community Hospital Provision - 20 June 2018

Members attended a workshop on the 20 June 2018 to consider the Community Hospital provision in the south of the County. A presentation was given by Marcus Warnes, Accountable Officer – Staffordshire Clinical Commissioning Groups in which he stated that the of the workshop was to understand how the redesign of the Community Hospitals in South Staffordshire fits into the overarching STP, to discuss the options that are currently being considered in line

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with the top 10 deliverables agreed through the STP aligned to D2A, Urgent Care, Planned Care and EPCC and to understand the steps we must go through next in relation to consultation and how this will be approached. He further detailed the Community Beds and benefits in relation to the Discharge to Assess programme, the Urgent Care Offer and Integrated Care Teams and links to the Community Hospital's.

Members were advised that it was not the intention to close any beds in the south of the County. Members raised a number of issues in particular, progress with the Integrated Care Team, the utilisation of the estate, issues in relation to Mental Health, work force skills and recruitment, the Burton and Derby merger, the locality hubs and the financial position'.

9. Wellbeing Scrutiny Committee Work Programme 2018-19

Consideration was given to the Report of the Head of Environment and Healthy Lifestyles (Item 7.1 – 7.5 of the Official Minutes of the Council).

The Head of Environment and Healthy Lifestyles referred to Appendix 1 and discussed the work programme for the forthcoming year, and outlined the following suggested topics for review:

- Urban Forestry Strategy 2018-2023
- Revenues and Benefits Performance
 - a. Council Tax Collection
 - b. Business Rates Collection
 - c. Benefit Processing Times
- Obesity in the District and actions to address – Public Health
- Review of Taxi and Private Hire Licensing Policy

This was then open to discussion from Members of the Committee.

Review of Taxi and Private Hire Licensing Policy

Members of the Committee discussed this and queried whether or not the Policy should be reviewed through the Licensing and Public Protection Committee.

Hospitals – Bed Blocking

Members discussed separately whether this item should form part of the work programme for the forthcoming year, due to the issues surrounding the failure of care packages which was making the issue surrounding bed blocking worse.

The Staffordshire County Councillor commented that work surrounding care plans was taking place, although he felt that bed blocking was not on the increase. He suggested that he could bring some information back to the Committee on this issue.

Obesity in the District and actions to address – Public Health

Vulnerable People and Accessibility

Members of the Committee discussed this and agreed that this topic should form part of the work programme for the forthcoming year together with support for

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vulnerable people and accessibility.

Members discussed the various aspects associated with the vulnerability of people and also accessibility of premises and transport, communication and the complexities associated with both areas.

Following consideration of the draft work programme for 2018-19 Members agreed that the following topics should be review for 2018-19:

- Obesity in the District and actions to address
- Vulnerable People and Accessibility

(Councillor C.D. Smith left the meeting at this point).

RESOLVED:

(A) That the following items be approved for inclusion in the 2018-19 work programme:

- Community Wellbeing PDP Progress Report - April to September, 2018
- Community Wellbeing PDP Progress Report – October to December, 2018

(B) That the following review topics be agreed:

- Obesity in the District and actions to address
- Vulnerable People and Accessibility

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The meeting closed at 5.28 pm

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CANNOCK CHASE COUNCIL

MINUTES OF THE MEETING OF THE

PROMOTING PROSPERITY SCRUTINY COMMITTEE

WEDNESDAY 4 JULY, 2018 AT 4.00 P.M.

IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT:
Councillors

Davis, Mrs. M.A. (Chairman)
Sutherland, M. (Vice-Chairman)

Dudson, A.
Foley, D.
Grice, Mrs. D.
Hewitt, P.M.
Hoare, M.W.A.

Lea, C.I.
Stretton, Mrs. P.Z.
Tait, Ms. L.
Wilkinson, Ms. C.L.

1. Apologies

Apologies for absence were received from Councillors T.B. Johnson and P.D. Startin.

2. Declarations of Interests of Members in Contracts and Other Matters and Restrictions on Voting by Members and Party Whip Declarations

No declarations of interests or party whip declarations were received.

3. Minutes

Members were advised that the Annual Reports in relation to the Economic Development and Town Centres Scrutiny Committee and the Housing, Crime and Partnerships Scrutiny Committee, which were due to be considered later in the agenda, would summarise the work undertaken by the Committees during the 2017/18 municipal year.

The Interim Head of Economic Prosperity advised that in relation to the Economic Development and Town Centres Scrutiny Committee minutes Officers were looking at how to implement the SWIFT Travel Scheme and a report would be submitted to Council in due course. In relation to the S106 monies for the Tesco development in Rugeley the £30,000 would be used on improvement works to the physical environment and a report was due to be considered at Cabinet on 12 July seeking approval to spend S106 monies.

The Head of Housing, Partnerships and Interim Property commented that with regard the Housing, Crime and Partnerships Scrutiny Committee minutes the Community Safety element was now under the remit of the Community Scrutiny

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Committee which was due to meet on 17 July, 2018.

The Interim Head of Economic Prosperity also updated Members with regard to the Mill Green Designer Village advising that the sale of the land adjacent to the Mill Green Nature Park had been completed and a capital receipt had been received. In response to a question raised by a Member regarding maintenance costs of the proposed new subway the Officer confirmed that the developer (who was the owner of the site) would be responsible for maintenance of the subway.

RESOLVED:

That the minutes of the Economic Development and Town Centres Scrutiny Committee held on 4 April, 2018 and the Housing Crime and Partnerships Scrutiny Committee held on 21 March, 2018 be approved as a correct record.

4. Promoting Prosperity Scrutiny Committee Work Programme 2018/19

Consideration was given to the Joint Report of the Interim Head of Economic Prosperity and the Head of Housing, Partnerships and Interim Property (Item No. 4.1 – 4.5 plus appendices of the Official Minutes of the Council).

The Chairman advised that a proposed Work Programme for 2018/19 was outlined at Appendix 1 and it was suggested that two Scrutiny reviews be undertaken in relation to the two service areas, as follows:-

- Economic Prosperity – Policy for Commercial Use of the Highway
- Housing – Review of Vulnerable Persons Decorating and Grass Cutting Scheme – Eligibility Criteria

She sought Members views on the suggested topics for the reviews. In relation to the Policy for Commercial Use of the Highway Members commented that shop owners in Cannock, Hednesford and Rugeley had expressed concern that they now had to pay to display “A-Boards” on a public highway. However, the policy did not cover other areas in the District such as Brereton.

The Interim Head of Economic Prosperity clarified that Council on 18 October, 2017 approved the adoption of the Policy. He commented that any review undertaken by Members would evaluate the impact of the introduction of the Policy and determine whether the application of the Policy should be retained and, if so, should it be extended beyond the largest town centres and/or District wide.

Members considered that a review of this Policy was high priority as they were receiving several complaints about this issue. It was suggested that the relevant Portfolio Holder should be invited to attend meetings when this matter was discussed.

Members questioned whether additional meetings of the Scrutiny Committee could be held in addition to the three scheduled meetings. It was considered that this review should be undertaken as soon as possible and it would be too late to report back to the next scheduled meeting on 21 November, 2018. Members

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were advised that it was possible to arrange additional meetings of the Scrutiny Committee to deal with matters which cannot reasonably be considered at the next scheduled meeting.

It was agreed that the membership of the review would be made up of Councillors A. Dudson, P.M. Hewitt, Mrs. M.A. Davis and M. Sutherland. In addition a further meeting of the Scrutiny Committee would be arranged before 21 November, 2018 in order that the outcome of the review could be reported back as soon as possible.

With regard to the suggestion for the Housing review the Head of Housing, Partnerships and Interim Property clarified that it would be a review of Vulnerable Persons Decorating and Grass Cutting Scheme – Eligibility criteria. She advised that the criteria for joining and leaving the scheme should be reviewed as if a person currently qualified they would remain eligible for life and as there was also a waiting list it could mean that a person did not qualify until another person had passed away.

A Member suggested that another possible review was to look at the Housing waiting list for single persons. The Head of Housing, Partnerships and Interim Property confirmed that the criterion for the waiting list for single persons was already being looked at. She was attending a meeting tomorrow and a Housing Needs Analysis would be prepared so that the matter could be discussed.

Members asked that this information be submitted to the Scrutiny Committee. The Head of Housing, Partnerships and Interim Property confirmed that she could bring this to the Committee; however, it would be a “work in progress” document.

It was agreed that the membership of this review would be made up of Councillors Mrs. P.Z. Stretton, C.I. Lea, Ms. L. Tait and Ms. C.L. Wilkinson. The progress on the outcome of the review would be reported to the Scrutiny Committee on 21 November, 2018.

Members who were sitting on the two reviews would be contacted in due course regarding dates for the first meetings. The Chairman commented that Members of the Scrutiny Committee were welcome to share their views on the reviews by contacting those Members who had been appointed to the reviews.

RESOLVED:

- (A) That the Promoting Prosperity Scrutiny Committee’s Work Programme for 2018/19 be as follows:-

Meeting Date	Item
4 July 2018	<ul style="list-style-type: none">• End of Year Outturn for Housing PDP for 2017-18• End of Year Outturn for Economic Development & Town Centres PDP for 2017-18

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	<ul style="list-style-type: none">• Annual Report on work of the Housing and Partnerships Scrutiny Committee for 2017-18• Annual Report on work of the Economic Development & Town Centres Scrutiny Committee for 2017-18• Determine Review Programme for the two service areas 2018-19
21 November 2018	<ul style="list-style-type: none">• Promoting Prosperity PDP Progress Report April to September 2018• Update on Scrutiny reviews
13 March 2019	<ul style="list-style-type: none">• Promoting Prosperity PDP Progress Report October to December 2018• Update on Scrutiny reviews

(B) That the two reviews undertaken would be as follows:-

- (i) Economic Prosperity - Policy for Commercial Use of the Highway (Councillors A. Dudson, P.M. Hewitt, Mrs. M.A. Davis and M. Sutherland and the relevant Portfolio Holder be invited to attend)
- (ii) Housing - Review of Vulnerable Persons Grass Cutting Scheme – Eligibility Criteria (Councillors Mrs. P.Z. Stretton, C.I. Lea, Ms. L. Tait and Ms. C.L. Wilkinson)

(C) That an additional meeting of the Scrutiny Committee be arranged before 21 November, 2018 so that the outcome of the review of the Policy for Commercial Use of the Highway could be reported.

(D) That information on the criteria for the Housing waiting list for single persons be submitted to a future meeting of the Scrutiny Committee.

5. **Annual Report 2017-18 (Economic Development and Town Centres Scrutiny Committee)**

Consideration was given to the Interim Head of Economic Prosperity (Item No. 5.1 – 5.4 of the Official Minutes of the Council).

The Interim Head of Economic Prosperity outlined the work undertaken by the Economic Development and Town Centres Scrutiny Committee during the 2017/18 municipal year.

He advised that the Committee had set up a Working Group which focused on local transport, in particular, bus services. The Group had made three recommendations and he updated the Committee on the progress of these. The first recommendation was that Cabinet write to Arriva to show support for the inclusion of Rugeley within the “saver zones” area. He commented that Cabinet,

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through the Deputy Leader, had wrote to Arriva and a response had been received from the Managing Director of Arriva and he had attended a meeting with Officers. The Managing Director had advised that Arriva was reviewing its fees and charges for Cannock/Stafford/Rugeley and, as part of this review, “saver zones” would be looked at.

He confirmed that the Chairman of the Scrutiny Committee had sent a letter to Staffordshire County Council expressing the Committee’s disappointment on the reduced bus services being provided in the District from April, 2018 in line with the second recommendation. The response from the County Council confirmed the decision that had been made.

With regard to the third recommendation to contact Parish/Town Council’s to ask if they would be willing to make a contribution towards subsidising the Lichfield and Rugeley Village Connect service he advised that the County Council had gone out to tender for this service. As no one was willing to tender for the service it had ceased running.

The Officer added that Arriva were trialling a new mini bus service in Kent which passengers booked via an App. If this trial was successful Arriva may role it out in different areas.

With regard to the trial of the mini bus service in Kent Members considered that even if it was successful in Kent it did not necessarily mean it would work/fail in the Cannock Chase District area. However, it was noted that large buses often carried only a few passengers and the use of mini buses could be useful. It was also noted that the lack of competition for bus services within the District was an issue. The Interim Head of Economic Prosperity advised that the Working Group had discussed these issues as part of their review.

RESOLVED:

That the Economic Development and Town Centres Scrutiny Committee Annual Report 2017/18 be noted and submitted to Council on 25 July, 2018 for information.

6. Annual Report 2017-18 (Housing, Crime and Partnerships Scrutiny Committee)

Consideration was given to the Head of Housing, Partnerships and Interim Property (Item No. 6.1 – 6.4 of the Official Minutes of the Council).

The Head of Housing, Partnerships and Interim Property outlined the work undertaken by the Housing, Crime and Partnerships Scrutiny Committee during the 2017/18 municipal year.

She advised that the Committee had undertaken a review of the Anti Social Behaviour Policy. However, as the implementation of the draft Corporate Anti Social Behaviour Policy would have staffing implications it was agreed that the Managing Director would be consulted on the roll-out of the Policy. This work would fall under the remit of the Wellbeing Scrutiny Committee.

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The Locality Policing Review had been removed from the work programme as Members did not have the power to direct the work of the Police.

The Committee also took part in a Re-Thinking Social Housing Workshop which was launched by the Chartered Institute of Housing. The results were expected Summer 2018 and would be circulated to the Scrutiny Committee once they were available.

RESOLVED:

That the Housing, Crime and Partnerships Scrutiny Committee Annual Report 2017/18 be noted and submitted to Council on 25 July, 2018 for information and the results of the Re-Thinking Social Housing Workshop be circulated to the Committee once they were available.

7. End of Year 2017/18 Housing PDP Performance Update

Members considered and noted the latest performance information for the Housing Priority Delivery Plan (Item 7.1 - 7.4 of the Official Minutes of the Council).

The Head of Housing, Partnerships and Interim Property commented that the progress on the key actions was satisfactory overall and she sought any questions from Members.

Members commented on the progress of the Moss Road Estate and considered that the Council should be proud of what had been developed. Additionally comments were made on the excellent job undertaken in respect of the improvement programmes to the Council's housing stock. A Member sought clarification regarding the waiting time for replacing baths with showers. The Head of Housing, Partnerships and Interim Property advised that this was part of the Disabled Facilities Grant and the current waiting time was 18 months. However, there were changes taking place to the way the Grant was administered and a new approach was being developed. It was planned to allocate a sum of money into the HRA to deal with the backlog and improve the 18 month waiting time.

RESOLVED:

That the Housing Priority Delivery Plan 2017/18 be noted.

8. End of Year 2017/18 Economic Development and Town Centres PDP Performance Update

Members considered and noted the latest performance information for the Economic Development and Town Centres Priority Delivery Plan (Item 7.1 - 7.4 of the Official Minutes of the Council).

The Interim Head of Economic Prosperity sought Members comments on the

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information provided. A Member asked about Town Centre vacancy rates which was higher than the previous year. The Officer advised that although vacancy rates had risen the rates were still well below the national average of 12%. He commented that there was only one more vacant shop over the three main town centres when compared to this time last year.

RESOLVED:

That the Economic Development and Town Centre Priority Delivery Plan 2017/18 be noted.

The meeting closed at 5:10pm.

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CANNOCK CHASE COUNCIL

MINUTES OF THE MEETING OF THE PLANNING CONTROL COMMITTEE

WEDNESDAY 11 JULY 2018 AT 3:00 P.M.

IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Cartwright, Mrs. S.M. (Chairman)
Councillors Allen, F.W.C. (Vice-Chairman)

Dudson, A.	Snape, P.A.
Fisher, P.A.	Stretton, Mrs. P.Z.
Hoare, M.W.A.	Tait, Ms. L.
Pearson, A.R.	Todd, Mrs. D.M.
Smith, C.D.	Woodhead, P.E.

21. Apologies

Apologies for absence were received for Councillors Miss J. Cooper, C.I. Lea and M. Sutherland.

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

There were no declarations of interests submitted.

23. Disclosure of lobbying of Members

All Members present declared that they had been lobbied in respect of the Enforcement Investigation related to 64 New Penkridge Road, Cannock (Application CH/17/073).

24. Minutes

RESOLVED:

That the Minutes of the meeting held on 20 June, 2018 be approved as a correct record.

25. Members' Requests for Site Visits

None.

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26. **Enforcement Investigation – Application CH/17/073 64 New Penkridge Road, Cannock. WS11 1HW, Erection of a Five Bedroom House**

Following a site visit consideration was given to the report of the Development Control Manager (Item 6.1 – 6.62 of the Official Minutes of the Council).

Prior to determination of the matter, representations were made by Mr Rudd, speaking on behalf of the complainant, and Mr Heminsley, speaking on behalf of the Applicant.

RESOLVED:

- (A) A further site visit be undertaken by the Committee in respect of the Enforcement Investigation related to 64 New Penkridge Road, Cannock (Application CH/17/073): Residential development, erection of a five bedroom detached house. The site visit to be undertaken prior to the meeting of the Committee scheduled for 12 September, 2018.

Reason: To fully comply with the resolution of the Committee made on 20 June, 2018, concerning this matter (Minute no. 15 refers).

- (B) An independent person be appointed by the Council to undertake new measurements of the application site for consideration by the Committee.

Reason: To provide the Committee with measurements of the application site produced independently of any previous measurements undertaken by the complainant or applicant.

27. **Application CH/18/106, Land adjacent to Rugeley Cricket Club, Chaseley Road, Rugeley. WS15 2LQ, Change of use from agricultural land to cricket playing field**

Consideration was given to the report of the Development Control Manager (Item 6.63 – 6.78 of the Official Minutes of the Council).

RESOLVED:

That the application be approved subject to the conditions contained in the report for the reasons stated therein.

28. **Application CH/18/141, land off Pye Green Road, Hednesford, Cannock. WS11 5RZ – application to vary condition 5 of planning permission CH/17/037 to allow for a minor material amendment comprising a reduction in size to a 1FE school**

Consideration was given to the report of the Development Control Manager (Item 6.79 – 6.88 of the Official Minutes of the Council).

RESOLVED:

That the applicaton be approved subject to the conditions contained in the report for the reasons stated therein.

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The meeting closed 3:37pm

CHAIRMAN

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CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CABINET

HELD ON THURSDAY 12 JULY 2018 AT 4:00 P.M.

IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors:

Adamson, G.	Leader of the Council
Alcott, G.	Deputy Leader of the Council and Economic Development and Planning Portfolio Leader
Bennett, C.	Crime and Partnerships Portfolio Leader
Mitchell, Mrs. C.	Culture and Sport Portfolio Leader
Martin, Mrs. C.E.	Health and Wellbeing Portfolio Leader
Pearson, A.R.	Housing Portfolio Leader
Todd, Mrs. D.M.	Town Centre Regeneration Portfolio Leader

20. Apologies

Apologies for absence were submitted for Councillors J.T. Kraujalis, Corporate Improvement Portfolio Leader and J.P.T.L. Preece, Environment Portfolio Leader.

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

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

22. Updates from Portfolio Leaders

Economic Development and Planning

Federation of Small Businesses (FSB) Awards for 'Best in Class' 12/07/18

The Portfolio Leader advised that the Council's Economic Development team entered the FSB Local Authority Small Business Friendly Awards 2018 earlier in July and was delighted to confirm that earlier in the day the Council was announced as the winners of the 'Best in Class' category and were presented with an award.

The award was for work carried out by the team on Town Centre Business Rates and the support they offered to retail businesses taking space or growing in town centres. This was the first time the award had been given to a local authority.

The team administered the Council's Town Centre Business Rates Relief

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Scheme. The purpose of this scheme was to promote the occupation of empty retail units in the town centre locations of Cannock, Hednesford and Rugeley. Subject to criteria being met and certain priority factors the Council provided 100% discount on business rates for either a 12 or 24 month period, or a maximum of £10,000 contribution toward business rates, whichever was the lower.

In all cases the maximum award from the Council under this scheme would be £10,000 for each approved application.

The FSB clearly saw the benefit of this scheme especially in the current climate where small town retailers were struggling to survive.

The Portfolio Leader asked that the Economic Development team be congratulated for their work in achieving the award on behalf of the Council.

Crime and Partnerships

Knife Crime

The Portfolio Leader advised that he had attended a meeting at Staffordshire Police HQ in respect of knife crime. Although not as prevalent as in other areas of the country, knife crime in Staffordshire had increased by 22% in the last 12 months and was of concern.

Safer Neighbourhood Panels Funding

The Portfolio Leader advised that he had raised the issue at the most recent Police and Crime Panel meeting. In response to the Portfolio Leader's questions, the Police and Crime Commissioner had advised that the SNP funding had not been withdrawn from local authorities, it had been re-allocated. The Portfolio Leader had sought a detailed written assurance to this effect from the PCC, which he was still awaiting.

Culture and Sport

Green Flag Awards

The Portfolio Leader advised that the Council had successfully retained Green Flag status for all its parks, and she had been invited to attend an awards presentation ceremony at Walsall Council House on Tuesday, 17 July, 2108.

The Portfolio Leader asked that Parks and Open Spaces team be congratulated for their work in achieving the awards on behalf of the Council.

23. Minutes of Cabinet Meeting of 14 June, 2018

RESOLVED:

That the Minutes of the meeting held on 14 June, 2018, be approved as a correct record and signed.

24. Forward Plan

The Forward Plan of Decisions for the period July to September, 2018 (Item 5.1 – 5.3 of the Official Minutes of the Council) was considered.

RESOLVED:

That the Forward Plan of Decisions for the period July to September, 2018 be noted.

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25. Cannock Chase Skills and Innovation Hub – Memorandum of Understanding

Consideration was given to the Report of the Managing Director (Item 6.1 – 6.7 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The recent development of skills and further education opportunities in the District be noted.
- (B) The Memorandum of Understanding with South Staffordshire College related to the development of a Skills and Innovation Hub in the District be approved.
- (C) The development of a Retail Skills Academy locally in the District by Walsall College linked to the planned McArthur Glen Outlet Village, Cannock be noted.
- (D) Proposals for the establishment of an Engineering Academy in the District in 2019 be received at a later meeting of Cabinet.
- (E) The re-allocation of the £10,000 grant to Support Staffordshire to support the work to develop the Skills and Innovation Hub and the proposal to establish an Engineering Academy be approved.

Reasons for Decisions

Cannock Chase was the only District / Borough in Staffordshire that did not currently have any further education (FE) delivered locally in the District. Students travelled to Walsall, Stafford and further afield to access FE. The District had lower than average skills and qualifications levels when compared to all other areas in Staffordshire, excluding Stoke-on-Trent.

Opportunities had recently arisen for the District Council to work in partnership with both Walsall and South Staffordshire Colleges to establish locally provided FE in the District. The Report set out the detail of those opportunities and asked Cabinet to approve a Memorandum of Understanding with South Staffordshire College. It was critical that the District Council played a pro-active and constructive role in improving skill levels and employment in the District as these were key to future economic and social prosperity.

26. District Needs Analysis and Ward Profiles 2018

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 7.1 – 7.66 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The Report and Appendices be noted.
- (B) Internal and external publication of the District Needs Analysis, District Profile and Ward Profiles be approved.

Reasons for Decisions

The key issues of the Report and Appendices were the range of statistical and perceptions data available to the Council in order to assist with and inform the priority setting and decision making processes. The information provided in the Appendices to the Report were intended to highlight and illustrate the key areas of significance in the District. However, due to the frequently changing nature of statistical information, the documents were not intended to serve as a definitive position statement for the District.

27. Social Alarms Service

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 8.1 – 8.7 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The actions taken to externalise the Social Alarms and Out of Hours Service be endorsed.
- (B) The awarding of the contract to Redditch Borough Council for a period of 2 years, with the option to extend for a further year, be endorsed.
- (C) The actuarial strain payments set out in the Financial Implications section of the Report be approved.

Reasons for Decisions

The Social Alarms Service had for a period of time faced resilience issues and now faced a severe staffing shortage which meant that the Council could not continue to provide an ongoing, comprehensive 24/7 service. Given the vulnerable nature of the clients (Council housing tenants and private) who used the service this was not acceptable, so the decision was made to find an alternative provide to ensure the safety of the Council's clients.

It was necessary to act quickly on this issue as it would not have been possible to provide a full 24/7 service after 15 July, 2018.

Whilst it had not been possible to carry out a tendering exercise in the time available, 3 quotations / proposals had been sought. Following evaluation of these, a decision was taken to transfer the service to Redditch Borough Council (RBC).

Work had commenced to ensure the seamless transfer of the service to RBC. It was aimed to complete the transfer during the week of 9 July, 2018, and all clients would be informed accordingly. Although all clients would initially be transferred to RBC, private clients would have the option to cancel and move to another provider if they so wished.

All of the Social Alarms staff had been informed. The Installer posts would transfer with the service to RBC, and the Council was in negotiations, including seeking alternative employment opportunities, with the remaining call handling staff since it was recognised that the transfer to RBC could be an unreasonable change to their terms and conditions of employment.

There were financial implications arising from the transfer of the service in addition to the one off severance payments. It was envisaged however that the

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overall cost to the Council would be financially neutral, although there would be additional costs to the General Fund pending a full service review, and a saving on the Housing Revenue Account.

28. Approval to Spend Section 106 Monies: Improvements to Pedestrian / Cycle / Canal Links in Rugeley

Consideration was given to the Report of the Interim Head of Economic Development (Item 9.1 – 9.9 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The re-allocation of S106 monies back into the current Capital Programme budget 2018/19 and 2019/20 to facilitate the implementation of improvements to pedestrian / cycle / canal links in Rugeley be approved.
- (B) Expenditure of the S106 monies held by the Council to carry out the pedestrian / cycle / canal towpath improvement as generally described in the Report be authorised. Implementation would be carried out in partnership with Staffordshire County Council as the Highways Authority and the Canal & River Trust in relation to Canal access / towpath works.
- (C) The entering into of any legal agreements between Cannock Chase Council, Staffordshire County Council and the Canal & River Trust required to facilitate the funding and delivery of the proposed schemes be authorised.

Reasons for Decisions

A key element of the decision to grant planning permission for the Tesco store and associated food and drink units at Leathermill Lane / Power Station Road, Rugeley was the requirement for the development to fund an improved pedestrian / cycle link between the store and Rugeley town centre as part of the planning obligations (S106 agreement) signed in 2011. The aim of that element of the project was to maximise the opportunity for linked trips between the store and the town centre in order for the store to contribute to the overall vitality and viability of the town centre as envisaged in the policies of the Rugeley Town Centre Area Action Plan (AAP). The funding allocated for the link was £256,000, with a further £12,500 potentially available from the separate element in the agreement related to town centre landscaping and environmental improvements. That element was delivered for the Council by Staffordshire County Council (SCC) during 2014.

A further component of the Tesco planning obligation was funding for improvements to pedestrian / cycle links between the store, the Trent & Mersey Canal and Towers Business Park, as described in Report paragraphs 5.4 and 5.5. The proposed scheme included a ramped access to the Trent & Mersey Canal towpath adjacent to Leathermill Lane bridge, improvements to Love Lane, including the section between the railway bridge and Towers and improvements to the canal towpath and Love Lane between the active and redundant railway bridges to enhance cycle linkages with existing routes.

Those public realm projects originated as an element of the aspiration to regenerate Rugeley town centre which emerged during preparation of the Rugeley Town Centre AAP. The Council applied for Local Enterprise

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Partnership (LEP) funding of £1.3m as part of the Rugeley Improvement Package submission for Growth Deal Funding 2 to the Stoke-on-Trent and Staffordshire LEP (SSLEP) in 2015. Whilst £750,000 was allocated to the Rugeley Flood Alleviation Scheme, the remaining balance of £550,000 was de-allocated in November 2017 on the basis of non-submission of an acceptable business case (largely because the economic outputs had been delivered by the Flood Alleviation Scheme).

Planning obligations supporting delivery of the overall project had been secured largely from the Tesco retail development. Delivery of the final elements of the overall scheme had however been delayed due to internal restructuring and staffing changes at the Canal & River Trust (CRT) and SCC/Amey over recent years, in addition to limited staffing resource availability at CCDC. However, ongoing discussions had now progressed to an informal agreement on the remaining element of the project with the CRT and SCC, along with commencement of the detailed design stage. It was intended going forward that detailed design work would be carried out by the CRT and SCC and the work delivered by their Term Contractors, under the guidance of CCDC. The short section of cycle / footpath on CCDC land between the railway bridges would be implemented by SCC as part of their input into the scheme.

It was intended that the canal access scheme would be implemented during 2018/19 and the footway / cycleway improvements/links during/into 2019/20 by the partners using their statutory powers on land in their ownership. A legal agreement would document project delivery and payment arrangements to ensure appropriate management was carried out and CCDC would lead on this aspect.

The unspent balance in the Tesco S106 fund comprised of:

- £55,000 allocated to improvements to the canal and towpath access;
- £48,000 toward provision of the cycleway between Tesco and the Bypass;
- Unspent funds of £51,750 allocated to town centre landscaping and environmental improvements (part of a sum used as match funding for the Rugeley Partnership Scheme related to repairs to historic commercial buildings 2011-14).

In addition, a further £10,000 from the McDonald's restaurant development at Towers, £12,490 from the Westbury Homes housing scheme which adjoined the Canal and £11,725 from Elwells to compensate for loss of green space network were available to use in connection with this project.

29. Replacement Boardwalk at Laburnum Avenue, Cannock

Consideration was given to the Report of the Head of Housing and Partnerships (Item 10.1 – 10.5 of the Official Minutes of the Council).

RESOLVED:

That an allocation of £25,000 to fund the replacement of the boardwalk situated on public open space at Laburnum Avenue, Cannock, be approved.

Reasons for Decision

A timber boardwalk, identified coloured green on the plan attached at Appendix 1 to the Report, was constructed by the Council across public open space at

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Laburnum Avenue, Cannock, approximately 10 years ago to enable public access over land that could be boggy at times. A boardwalk was a walkway constructed from planks that sat slightly above ground level.

A number of the existing wooden planks had rotted and failed. In addition, the remainder of the boardwalk was showing signs of degradation due to wet rot and would inevitably fail in due course. The main timber frame supporting the boardwalk had also started to degrade.

In its current condition the boardwalk posed an immediate health and safety risk to the public. It also exposed the Council to an increased likelihood of insurance claims from individuals who had tripped or slipped whilst using it.

The most cost effective approach was for the Council to replace the entire boardwalk as a matter of urgency using recycled plastic planks. The advantage of plastic planks was that they had a longer life expectancy than timber (100 years) and were more fire resistant. In addition, replacing the whole boardwalk would give a more aesthetically pleasing result than patch repairs.

The disadvantage of undertaking a full replacement was a higher initial expenditure than patch repairs. However, the anticipated long term expenditure would be reduced and less frequent inspection would be necessary than for a boardwalk that was in a state of deterioration.

30. Exclusion of the Public

RESOLVED:

That the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information as defined in Paragraph 3, Part 1, Schedule 12A of the Local Government Act 1972 (as amended).

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PART 2 MINUTES

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CANNOCK CHASE COUNCIL
MINUTES OF THE APPOINTMENTS PANEL (INTERVIEWS)
HELD IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
ON THURSDAY 19 APRIL 2018 AT 9:15 A.M.

PART 2

4. Interviews for the Post of Head of Economic Prosperity

Prior to commencement of the interviews, the Panel agreed a list of 12 questions to ask of each candidate. Alongside this the Panel were issued with sheets to make comments/observations on, and give 'scores' for, each answer provided by each individual candidate.

During the course of the day, the Panel interviewed in turn three candidates for the post of Head of Economic Prosperity. Each candidate was asked by the Panel the pre-agreed questions list and then afforded the opportunity to ask any questions of the Panel.

Following conclusion of the interviews, Members were advised that at the next meeting of the Panel they would be required to make a decision on appointment. As part of that meeting they would receive feedback on the psychometric testing undertaken by each candidate, as well as the presentations given to Heads of Service and Service Managers and one-to-ones held with the Managing Director on 17 April, 2018. The Panel's observations and scorings from the interviews would also be taken into account as part of this process.

The meeting closed at 2:10 p.m.

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CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CABINET

HELD ON THURSDAY 19 APRIL 2018 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 2

106. Disposal of Land at Wharf Road, Rugeley

Consideration was given to the Not for Publication Report of the Head of Housing and Partnerships (Item 13.1 –13.6 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) Minute No. 131(A) of the 12 March, 2015 Cabinet meeting, which approved an open market disposal of the freehold interest in land at Wharf Road, Rugeley, as part of a Joint Venture Agreement with Staffordshire County Council, be rescinded.
- (B) Disposal of the Council's freehold interest in land at Wharf Road, Rugeley, direct to Jessup Brothers Ltd. as part of a Joint Venture Agreement with Staffordshire County Council, be authorised.
- (C) Delegated authority be granted to the Head of Housing and Partnerships to agree terms and conditions and all other actions required to implement decision (B), above.

Reasons for Decisions

At its meeting held on 12 March, 2015, Cabinet authorised the Head of Economic Development to enter into a Joint Venture Agreement (JVA) with Staffordshire County Council (SCC) for the joint disposal of the Wharf Road and former Pear Tree School sites as a combined site on terms to be agreed by the Head of Economic Development. That authority was however based on an open market disposal of the land.

In May 2015 the two parties to the JVA obtained outlined planning permission for the development of the combined site with 72 dwellings (CH/15/0084 refers). Kier Housing was also commissioned by the parties to carry out a valuation of the sites at Pear Tree and Wharf Road with a view to the two authorities entering into a joint sale agreement and the site being developed under the Penda partnership. The Kier valuation report stated that the combined sites had a value in the region of £1.9 million. A draft joint sale agreement was drawn up dividing the proceeds of sale 58% to the County Council and 42% to the District Council.

Unfortunately, Kier withdrew its interest in the site some two years later. The authorities were then however approached by the Wrekin Housing Trust and

Jessup Brothers Ltd. Their initial offer of £740,000 was rejected as it was considered to be far below the market value of the land. Their offer was then increased to £1.8 million which was in line with the valuation previously carried out by Kier.

The two authorities commissioned an independent valuation of the site from the District Valuation Service (DVS), property specialists for the public sector. A Registered Valuer determined the following valuations based on:

- £1,140,000 based on 14% affordable housing;
- £610,000 based on 20% affordable housing.

Jessup Brothers Ltd. confirmed that their offer of £1.8 million assumed that they would have to provide at least 20% affordable housing on the site and therefore it was far in excess of the valuation of £610,000 assessed by the District Valuer.

In addition, disposal of the combined site to Jessup Brothers Ltd. would result in the District Council receiving the £500,000 owed to it by the County Council under the terms of the lease of Rugeley Leisure Centre dated 26 August, 2011. This sum would be paid to the District Council by the County Council from its share of the net proceeds of sale.

The meeting closed at 4:15 p.m.

LEADER

CANNOCK CHASE COUNCIL

MINUTES OF THE MEETING OF THE

APPEALS AND COMPLAINTS PANEL

MONDAY 23 APRIL, 2018 AT 10:00 A.M.

IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 2

5. Stage 3 Complaint

Consideration was given to the Not for Publication Report of the Head of Environment and Healthy Lifestyles (Item 5.1 – 5.8 of the Official Minutes of the Council).

The Chairman invited all parties present to introduce themselves and then confirmed the procedure for the Hearing.

The Officer representing the Council presented the Council's case by taking the Panel, Complainant and his representative through the report.

The Complainant was given the opportunity to ask questions of the officer presenting the Council's case. The Complainant asked for his witnesses to be called, however he was asked by Members of the Panel to follow the procedure and was advised by Officers that the witnesses he wished to call were in fact Council Officers. The Panel made the decision that the witnesses should not be present. The Complainant and his representative did not wish to continue and left the meeting.

Members of the Panel were then given the opportunity to ask questions of the Officer(s) representing the Council. Questions were asked by Members of the Panel.

The Complainant and representative were not in attendance to present the Complainants case; therefore section 7, 8 and 9 of the Procedure could not be heard.

The Officer representing the Council was then given the opportunity to sum up his respective case to the Panel.

The Panel then deliberated in private, accompanied by the Council's Legal Advisor and Secretary to the Panel.

At the conclusion of the deliberations the Chairman announced the decision of the Panel:-

RESOLVED:

That the Complaints not be upheld.

Reasons for Decision

1. In relation to the golf course layout, the Panel was satisfied that adequate steps had been taken by the Golf Course Manager to address the problem in relation to the 17th Tee. In particular, directional signs and notices had been erected advising golfers of the correct Tee position to be used, and when the next winter comes, consideration would be given to possibly position the temporary green elsewhere so that play was directed away from the Complainant's property. Thus, the Panel considered that the Council had made every effort to address the Complainant's concerns.
2. In relation to the location of the tree (which was subject to a Tree Preservation Order), the Panel noted the explanation and comments given in paragraph 4.10 of the report, and was therefore satisfied that the tree works undertaken were in accordance with the authorisation given by the Council's Tree Protection Officer.
3. In relation to the cleansing of road gutters and the condition of footpaths near to the Complainant's property, it was confirmed that the gutters had now been swept and cleaned and the Complainant acknowledged this to be the case.
4. In relation to the lighting nuisance, the Panel noted that Environmental Health Officers from the Council had attended the Complainant's property on several occasions. The Panel were satisfied that the issue had been properly and thoroughly investigated and had no reason to doubt the Officers judgement that no statutory nuisance existed.

6. Right of Appeal

The Chairman advised that should the Complainant be dissatisfied with the Panel's decision, there was no further right of appeal available to him as this was the last stage of the Council's internal complaints procedure. However, he may if he wished make a further complaint to the Local Government and Social Care Ombudsman.

CHAIRMAN

The meeting closed at 11:30 p.m.

CANNOCK CHASE COUNCIL
MINUTES OF THE APPOINTMENTS PANEL (DECISION MAKING)
HELD IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
ON WEDNESDAY 25 APRIL 2018 AT 10:00 A.M.

PART 2

4. Appointment to the Post of Head of Economic Prosperity

Ms. M. Sandhu from West Midlands Employers was in attendance to present to the Panel the results of the MiRo psychometric testing which was undertaken by each candidate as part of the recruitment process. She advised that the purpose of the testing was to assess the behavioural traits of each candidate against a set of specific questions and scenarios. She also confirmed that she had not met any of the candidates and therefore her feedback was entirely objective and based solely on the test results reported. Members discussed the results for each candidate and asked Ms. Sandhu associated questions. Ms Sandhu then left the meeting at the conclusion of this discussion.

The Managing Director then talked Members through the results of the candidates' presentations with the Heads of Service and relevant Service Managers, and their one to one meetings with him.

5. Decision

It was proposed, seconded and unanimously agreed that the post of Head of Economic Prosperity be offered to Mr Dean Piper, currently the Head of Economic Development at Wyre Forest District Council, subject to references, medical clearance and other pre-employment checks. It was also agreed that the Managing Director be given delegated authority to offer a starting salary within the grade.

RESOLVED:

That:

- (A) The post of Head of Economic Prosperity be offered to Mr Dean Piper subject to references, medical clearance and other pre-employment checks.
- (B) The Managing Director be given delegated authority to offer a starting salary within the set grade range.

The Chairman thanked the Members of the Appointments Panel for their attendance and participation throughout the process, and Officers for their organisation and support.

The meeting closed at 10:50 a.m.

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**CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CABINET**

HELD ON THURSDAY 12 JULY 2018 AT 4:00 P.M.

IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 2

31. Cannock Town Centre

Consideration was given to the Not for Publication Report of the Managing Director (Item 12.1 –12.14 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) A surrender of the Cannock town centre Multi-storey Car Park lease from St. Modwen Developments on the terms outlined in Appendix 1 of the Report be accepted.
- (B) The possible need to close the Multi-storey Car Park in part or full on surrender of the St. Modwen Developments lease be noted.
- (C) The purchase of four retail units in Market Hall Street, Cannock, from St. Modwen Developments on the agreed heads of terms outlined in Appendix 1 of the Report be approved.
- (D) Council, at its meeting to be held on 25 July, 2018, be requested to approval 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.
- (E) The outcome of the investment prospectus and associated procurement options to deliver a redevelopment leisure led scheme in Cannock town centre be received as quickly as possible.

Reasons for Decisions

Work had continued on the production of the investment prospectus for Cannock town centre as previously agreed by Cabinet in September 2015. The findings of the phase 1 prospectus work was nearing conclusion and would be subject to a report to Cabinet in the near future post phase 2 work.

The preliminary findings recommended the focus of any future redevelopment should be either on the core of the town centre (around the Multi-storey Car Park (MSCP)) or the Cannock Bus Station site.

In parallel to the prospectus work, an approach from potential developers was informally received by Officers regarding opportunities for redevelopment in Cannock town centre.

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As soon as work on the potential options was complete, Officers would look to present options back to Members. This would hopefully be achieved over the next four to five months.

Seizing the opportunity of delivering a leisure led redevelopment scheme of the nature proposed would require a financial risk to be taken by the Council. Members noted that whilst this was largely linked to acquiring assets at this stage, the strategy was not without risk and was highly likely to require further capital investment by the Council to make the scheme viable.

Although the prospectus work was continuing and there were no formal partners, the potential to acquire full control of the MSCP and four retail units within the core area had arisen. It was recommended that the acquisition of such sites at this moment in order to assemble a preferential site and secure a development partner was considered to be the only way to have any prospect of delivery of redevelopment over the short-medium term for the town centre.

In relation to the MSCP, at the same time as the phase 1 prospectus work was nearing conclusion, growing concerns regarding the MSCP structure and its integrity had emerged. The Council had ongoing concerns regarding the soundness of the structure with potential health and safety risks for its long term use by the public without serious investment in the structure by the Council.

The MSCP was currently an eyesore and not financially viable in its current form as a car park. As part of tackling structural concerns with the MSCP it had been necessary to engage with St. Modwen Developments (SMD) as the long leaseholder given their rights and responsibilities of the MSCP in their lease.

The Council and SMD had joint responsibility to maintain the MSCP and this had not been undertaken effectively by either party over many years. This resulted in the current poor state of repair and heightened health and safety concerns being raised of the MSCP, primarily through a lack of investment by both parties.

SMD had lease obligations that extended to making financial contributions toward the cost of repairs/maintenance of the MSCP structure.

The Council needed total control of the MSCP asset in order to reduce the complexities associated by multiple owners (without third party interests being involved) regarding the future of the MSCP. However, by taking this action, the surrender of the MSCP lease removed any legal obligation on SMD to contribute toward the cost of any repairs.

Negotiations with SMD had resulted in the final terms attached at Appendix 1 to the Report being agreed for both the MSCP lease surrender and the purchase of the retail shop units.

Cabinet needed to be conscious that there would be further decisions in the future to make especially regarding the indoor market facility in Cannock town centre. This would be the subject of future reporting given market charter rights, consultation and other potential implications involved with the Council making such a decision.

32. Debt Recovery

Consideration was given to the Not for Publication Report of the Head of Finance (Item 13.1 – 13.9 of the Official Minutes of the Council).

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RESOLVED:

- (A) The amounts detailed in Appendices 1 and 2 to the Report be written off.
- (B) The actions of the Head of Finance in writing off the irrecoverable debts below £1,000, be noted.

Reasons for Decisions

Set out in Appendix 1 to the Report was a list of Council Tax arrears over £1,000 which could not be collected for the reasons stated. Included in the Appendix were 17 with arrears totalling £27,142.02.

Set out in Appendix 2 to the Report was a list of Non-Domestic arrears over £1,000 which could not be collected for the reasons stated. Included in the Appendix were 2 cases with arrears totalling £22,453.89.

The meeting closed at 4:35 p.m.

LEADER