



## **Cannock Chase Council**

### **Council Meeting**

**Wednesday 12 July 2023 at 6:00pm**

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

#### **Part 1**

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

**1. Apologies**

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

To declare any interests in accordance with the Code of Conduct.

Members should refer to the guidance included as part of this agenda.

**3. Minutes**

To confirm the Minutes of the Extraordinary Council meeting held on 24 May 2023, minute numbers 93 – 95, page numbers 64 – 65; and the Annual Council meeting held on 24 May 2023, minute numbers 1 - 15, page numbers 1 - 9.

**4. Presentation of Certificate to Honorary Alderman**

The Chair to present a certificate to former Councillor G.N. Molineux, who was appointed as an Honorary Alderman at the Extraordinary Council meeting held on 24 May 2023.

**5. Chair's Announcements and Correspondence**

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

**6. Leader's Announcements and Correspondence**

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

## 7. Questions Received Under Council Procedure Rule 8

- (i) To consider the following Question submitted by Councillor D. Foley, Vice-Chair of the Council:

“As Members may be aware, there have recently been two announcements concerning Rugeley: the imminent closure of the Amazon Fulfilment Centre and the decision by the current licence holder of Rugeley Outdoor Market not to renew.

In light of these announcements could the Cabinet Member responsible share what actions have already been taken, and what plans are being put in place with regard to:

1- Mitigating the impact of these decisions?

2 - Ensuring the continued operation of the Amazon building and Outdoor Market?”

## 8. Motions Received Under Council Procedure Rule 6

- (i) To consider the following Motion submitted by Councillor C.L. Frew, Environment & Climate Change Shadow Portfolio Leader:

### “Alcoholism Awareness

On the 3rd of July up until the 9th of July Alcohol Change UK coordinated its yearly Alcohol Awareness Week, with this year’s theme being based upon 'Alcohol and Costs'.

According to Alcohol Change UK, every year approximately 5,000 workplaces, health services, charities and community groups, across the nation, sign up to the campaign to participate in the Awareness Week and to utilise the resources provided by Alcohol Change UK.

Moreover, in reference to statistics provided by Alcohol Change UK, alcohol misuse is the biggest risk factor for death, ill-health and disability among 15-49 year-olds in the UK, and the fifth largest risk factor across all ages.

In addition to this, in reference to Public Health England, its approximated that there are 485,329 dependent drinkers in England which are not in treatment as of 2020/21, this resulting in 81.9% of dependent drinkers going without treatment.

When considering alcohol dependency from a local perspective, according to Public Health England, it was estimated that 8,449 people suffered from alcohol dependency in Staffordshire.

On reflection of the recent Alcoholism Awareness Week and the concerning figures outlined by Alcohol Change UK, I propose that this Council:

- 1 Participates in the Alcoholism Awareness week organised by Alcohol Change UK, commencing the year of 2024.
- 2 Asks the relevant Cabinet member and the Health and Wellbeing team to see if the Cannock Chase Can App can be further developed to enable users to track both their alcohol intake and water intake on the app, if users wish, to further assist users with leading healthy lifestyles, and gives further discretion to the Health and Wellbeing team to develop this initiative.
- 3 Additionally, requests that the Cannock Chase Can App includes both local and national contact details of charities and support networks which can offer support to individuals suffering from alcohol and drug addictions.

With reference to the following links:

- [About Alcohol Awareness Week | Alcohol Change UK](#)
- [Alcohol statistics | Alcohol Change UK](#)
- [Alcohol dependence prevalence in England - GOV.UK \(www.gov.uk\)](#)
- [Alcohol Treatment - Public Health Dashboard - OHID \(phe.org.uk\)](#)
- [Alcohol dependence prevalence in England - GOV.UK \(www.gov.uk\)](#)

(ii) To consider the following Motion submitted by Councillor J.A.A. Newbury, Deputy Leader of the Council and Regeneration & High Streets Portfolio Leader:

**“Proposal to Reappoint to a Modified Role of LGBT+ Ambassador for Cannock Chase**

This Council notes that:

- The Council has had an LGBT+ Ambassador since September 2022 and this role has been held by a councillor.
- The Chase Pride festival held in September 2022 was a great success with over 5,000 attendees, and plans are underway for an even larger event on 2<sup>nd</sup> September 2023.

This Council believes that:

- There is a need for an Ambassador to drive forward projects and initiatives by and for the District’s LGBT+ community.
- More work is needed to achieve the objectives set out in the motion put to full council in September 2022, such as training for Councillors, Officers and Community Groups and additions to the Cannock Chase Can app.
- In order to best support the LGBT+ community in our District, the Council must look outwards for an Ambassador rather than only looking inwards.
- The Council should deepen its partnerships with community groups by working with them on defining and promoting the LGBT+ Ambassador position.

This Council resolves to:

- Renew the LGBT+ Ambassador position for the 2023/24 municipal year, and to appoint an Ambassador who is not necessarily a member of this Council.
- Advertise the LGBT+ Ambassador position to the public, with authority delegated to the Head of Wellbeing, to formulate a role description, advert and timeframe for applications.
- Write to community groups, including Chase Pride, to seek their support with promoting the LGBT+ Ambassador position to the public.
- Form a politically balanced working group to consider applications received and, by a majority vote, appoint an LGBT+ Ambassador for the remainder of this municipal year.
- Reappoint the role annually following the Council’s Annual General Meeting.”

- (iii) To consider the following Motion submitted by Councillor T.B. Johnson, Leader of the Council:

**“Proposal to Reappoint to the Role of Armed Forces Champion**

This Council notes that:

- The role of Armed Forces Champion was created and appointed to in March 2022.
- We have committed to the Armed Forces Community Covenant for Staffordshire for over a decade, having signed up to it during the 2012/13 municipal year. The aims of the Covenant are:
  - To encourage local communities to support the armed forces community in their areas and to nurture public understanding and awareness among the public of issues affecting the armed forces community.
  - To recognise and remember the sacrifices faced by the armed forces community.
  - To encourage activities which help to integrate the armed forces community into local life.
  - To encourage the armed forces community to help and support the wider community, whether through participation in events and joint projects, or other forms of engagement.
- We also take part in the Defence Employer Recognition Scheme, supporting our armed forces community and inspiring other employers to do the same.
  - The Council holds a Silver Award for its commitment to the armed forces community.

This Council believes that:

- There is a clear need for an Armed Forces Champion which acts as a bridge between the Council and our armed forces community on issues which this Council has responsibility for, such as housing, benefits, employment support and signposting to partner organisations, whilst also advocating for the armed forces to residents, local businesses, community groups and partner organisations.
- We must continue to work closely with all of the organisations which support our armed forces community, such as charities, ex-servicemen’s clubs and community groups, work which is led by the Armed Forces Champion.

This Council resolves to:

- Thank Councillor Martyn Buttery for his 16 months of service as this Council’s inaugural Armed Forces Champion.
- Appoint an Armed Forces Champion to hold the position for the remainder of the 2023/24 municipal year.
- Reappoint the role annually, alongside representatives to outside bodies, at the Annual General Meeting.

*[If this motion is carried then it is intended that nominations for the role will be requested and an appointment made at this meeting.]”*

**9. Health Scrutiny: Joint Working Arrangements**

Report of the Head of Law and Governance (Item 9.1 - 9.11).

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

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

**11. Exclusion of the Public**

The Chair to move the following motion:

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

**Cannock Chase Council**

**Council Meeting**

**Wednesday 12 July 2023 at 6:00pm**

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

**Part 2**

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

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



**T. Clegg  
Chief Executive**

4 July 2023

## Guidance on Declaring Interests at Meetings

### Declaring Interests at Full Council

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

The following interests must be disclosed where they may be affected by any matter arising at the meeting:

- (a) A **Disclosable Pecuniary Interest** is an interest of yourself or your partner (which means spouse or civil partner, a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners) in respect of employment, office, trade, profession or vocation carried out for profit or gain; sponsorship; contracts; land; licences; corporate tenancies; or securities, as defined with the Localism Act, 2011.
- (b) A **Registerable Interest** includes any unpaid directorships or any body of which you are a member, or are in a position of general control, and (i) to which you are appointed by the Council, or (ii) which exercises functions of a public nature, or (iii) which is directed to charitable purposes, or (iv) one of whose principal purposes includes the influence of public opinion or policy.
- (c) A **Non-Registerable Interest** is any other matter affecting your financial interest or well-being, or a financial interest or well-being of a relative or close associate.

Where the matter **directly relates** to the interest, you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

Where the matter **affects** the interest, but does not **directly relate** to it, you can remain in the meeting and take part **unless** the matter affects the financial interest or well-being to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision, and a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest.

### Please make the nature of the interest clear to the meeting

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

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

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

**Cannock Chase Council**  
**Minutes of the Extraordinary Meeting of the Council**  
**Held in the Council Chamber, Civic Centre, Cannock**  
**On Wednesday 24 May 2023 at 5:30 p.m.**

**Part 1**

**Present:** Councillors:

Buttery, M.S. (Chair)	
Jones, P.G.C. (Vice-Chair)	
Arduino, L.	Jones, V.
Aston, J.	Kenny, B.
Bancroft, J.T.	Kruskonjic, P.
Boulton, C.	Lyons, N.
Bishop, L.	Lyons, O.
Boyer, M. ( <i>arrived 5:33pm</i> )	Mawle, D.
Cartwright, S.M.	Muckley, A.M.
Dunnett, M.J.	Newbury, J.A.A.
Elson, J.S.	Owen, P.
Fisher, P.A.	Pearson, A.R.
Fitzgerald, A.A.	Preece, J.P.T.L.
Foley, D.	Prestwood, F.
Frew, C.L.	Prestwood, J.
Haden, P.K.	Stanton, P.
Hill, J.	Sutherland, M.
Hoare, M.W.A.	Theodorou, P.C.
Johnson, J.P.	Thornley, S.J.
Johnson, P. ( <i>arrived 5:33pm</i> )	Williams, D.W.G.
Johnson, T. B.	Wilson, L.J.
Jones, P.T.	

**93. Apologies**

None received.

It was noted that Councillors M. Boyer and P. Johnson were delayed arriving at the meeting.



**94. 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.

**95. Honorary Alderman Nomination**

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

*(Councillors M. Boyer and P. Johnson arrived at the meeting during the presentation of this item.)*

**Resolved (Unanimously)**

That:

- (A) Council confers the title of Honorary Alderman on former Councillor G.N. Molineux in recognition of his eminent services to the Council.
- (B) Honorary Alderman G.N. Molineux, be presented with a certificate of recognition at the 12 July 2023 full Council meeting.

The meeting closed at 5:40 p.m.

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**Chair**

**Cannock Chase Council**  
**Minutes of the Annual Meeting of the Council**  
**Held in the Council Chamber, Civic Centre, Cannock**  
**On Wednesday 24 May 2023 at 6:00 p.m.**

**Part 1**

**Present:** Councillors:

Buttery, M.S. (Outgoing Chair)  
Jones, P.G.C. (Outgoing Vice-Chair)  
Arduino, L.            Jones, V.  
Aston, J.                Kenny, B.  
Bancroft, J.T.         Kruskonjic, P.  
Boulton, C.             Lyons, N.  
Bishop, L.              Lyons, O.  
Boyer, M.               Mawle, D.  
Cartwright, S.M.      Muckley, A.M.  
Dunnett, M.J.         Newbury, J.A.A.  
Elson, J.S.             Owen, P.  
Fisher, P.A.            Pearson, A.R.  
Fitzgerald, A.A.      Preece, J.P.T.L.  
Foley, D.                Prestwood, F.  
Frew, C.L.              Prestwood, J.  
Haden, P.K.             Stanton, P.  
Hill, J.                  Sutherland, M.  
Hoare, M.W.A.        Theodorou, P.C.  
Johnson, J.P.         Thornley, S.J.  
Johnson, P.            Williams, D.W.G.  
Johnson, T. B.        Wilson, L.J.  
Jones, P.T.

**1. Outgoing Chair's Remarks**

**(i) New and Re-elected Councillors**

The following newly elected Members were welcomed on to the Council:

- Councillor C. Boulton, Brereton and Ravenhill ward
- Councillor F. Prestwood, Cannock East ward
- Councillor P. Stanton, Cannock North ward

- Councillor J. Hill, Cannock South ward
- Councillor D.W.G. Williams, Hagley ward
- Councillor J. Aston, Heath Hayes East and Wimblebury ward
- Councillor L. Bishop, Hednesford South ward
- Councillor M. Boyer, Hednesford South ward

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

- Councillor T.B. Johnson, Cannock East ward
- Councillor V. Jones, Cannock West ward
- Councillor M. Sutherland, Etching Hill and The Heath ward
- Councillor A.A. Fitzgerald, Hawks Green ward
- Councillor M.J. Dunnett, Hednesford Green Heath ward
- Councillor D. Mawle, Hednesford North ward
- Councillor J.A.A. Newbury, Norton Canes ward
- Councillor A.M. Muckley, Rawnsley ward
- Councillor P. Owen, Western Springs ward

## **(ii) Former Councillors**

At the Council meeting held on 19 April, thanks were given to those Members who were retiring at the May election, for their service and dedication to the residents of Cannock Chase and this Council.

Following the elections, there were also several councillors who had lost their seats, and therefore the opportunity was taken on behalf of all Members to give thanks and send best wishes to former councillors A. Beach, S.K. Crabtree, G.N. Molineux, and S.L. Thompson for their years of service and dedicated to the residents of the District and for their service to the Council.

Certificates of recognition of service had been produced and would be handed out at the end of the meeting to those former councillors in attendance this evening and posed out to those not present.

## **(iii) Review of the Year**

It had been a real privilege to represent the District of Cannock Chase as Chair of the Council for the last twelve months, and it had certainly been a year to remember for some of the historic and one-off events honoured to attend as Chair of the Council.

Some of these events were occasions that as a country we may never get the chance to witness again, in particular:

- Her Majesty Queen's Elizabeth II's Platinum Jubilee, sadly followed by Her Majesty's passing.
- The Proclamation of the new King, Charles III, and his recent Coronation.

However there had been the opportunity to attend some significant events in the District too, including the Commonwealth Games, where the District had the Queen's Baton Relay pass through and the Mountain Biking event on Cannock Chase.

There had of course been many more occasions of attending events hosted by neighbouring local authorities and other local organisations on behalf of the Council. It was at such events where great people had been met, friendships built up with other civic heads and networked with representatives from many other places.

**(iv) Chair's Consort**

Thanks were given by the Chair to his son and consort, Alex, for his support over the last year, noting that at the age of 16, it could not have been easy for him to have been thrust into an unfamiliar role, being by far the youngest consort in the group.

Alex had however fully immersed himself in the experience, enjoying events and getting to know people along the way. It had been a big commitment for him and as a token of thanks, Alex was called forward to be presented with the past consort's badge as a small token of appreciation for all he had done over the past year.

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

**(v) Chair's Charities**

As Members would recall, at the start of the year as Chair, the Chair had announced his chosen charities as being Help a Squaddie and Heath Hayes Community Food Table. Both organisations were very close to the Chair's heart and did incredible things for the community.

Representatives from both organisations had been invited to this evening's meeting to be presented with their respective fundraising donations. It was understood how difficult it was for organisations to fundraise and receive donations in the current climate, so it was hoped the money would go some way to supporting the invaluable work of both organisations.

Accordingly, Kerry Urquhart from Help a Squaddie and Vicky Davies from Heath Hayes Community Food Table were called forward to be presented with their cheques.

**(vi) Youth Endeavour Award**

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

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

From the nominations received this year, it was decided the award should go to a young lady by the name of Kaydee.

Kaydee was nominated by Mrs Archer of Cardinal Griffin Catholic College. The nomination as submitted was:

*"Just before Christmas (approx. 23 December 2022) Kaydee experienced a tingling sensation in her legs – the next day she was paralysed from the waist down. After many tests it was discovered that Kaydee had suffered a spinal stroke and will likely not be able to walk again, certainly not unaided. She is currently in a wheelchair and has experienced intensive physiotherapy, unfortunately the damage to her spine is such that it simply does not have the strength to support her.*

*Kaydee has always been a very positive and bubbly personality and though this has really impacted on her in all aspects of her life – she has retained this positivity and determination. She has an extremely supportive family who have supported her throughout – she was initially in Birmingham Children's Hospital and then Oswestry – this meant family had to travel backwards and forwards to the hospital, as well as looking after the other children in the family (two younger ones and an older sister)*

*and also working. Kaydee found living away from the family extremely difficult as they are very close.*

*She has returned to school, despite missing nearly five months and has been preparing for her summer examinations. Unfortunately she is constantly facing set backs and has had to go back to hospital today (4<sup>th</sup> May 2023) for more tests due to a possible repeat mini stroke. There are times when she doesn't see much hope for the future but she keeps on pushing forwards, hoping to go into Hair and Beauty.*

*I cannot imagine how it feels to be told at sixteen years of age that you may well never walk again. She and her family have faced all challenges head on and with strength and positivity. This, of course, has all happened in her final year of school.*

*Kaydee had visited school whilst she was in hospital and home for the weekend – every time she came in she was inundated with friends and staff who wanted to see her. This is because Kaydee is a sociable and very likeable young lady with loyal friends.*

*I feel Kaydee deserves an award to acknowledge this.*

It was understood that the kind of stroke Kaydee suffered was very rare and therefore was maybe something that many of us had little awareness of. It was through occasions such as this, that the profile of rare illnesses could be raised, and so thanks were given to Mrs Archer, and of course Kaydee and her family for allowing us the chance to learn about spinal strokes and the resulting impact.

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

## **2. Apologies**

None.

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

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

## **4. Election of a Chair of the Council**

Councillor J. Hill nominated Councillor A.R. Pearson to be Chair of the Council for the 2023-24 municipal year, which was seconded by Councillor L.J. Wilson.

The Chair asked if there were any other nominations.

Councillor O. Lyons nominated Councillor P.G.C. Jones to be Chair of the Council for the 2023-24 municipal year, which was seconded by Councillor C.L. Frew.

The matter was then put to a vote.

### **Resolved:**

That Councillor A.R. Pearson be elected Chair of the Council for the 2023-24 municipal year.

Councillor A.R. Pearson thereupon read and signed the Acceptance of Office and took the Chair.

The new Chair thanked Members for appointing him as Chair for the forthcoming year and looked forward to representing the Council and the people of the District.

The new Chair announced that his chosen charity for the year would be Tree of Hope, whose purpose was to help families to fundraise for children with healthcare needs.

This charity had been chosen following the recent publication of an article in the Cannock Chronicle newspaper about a schoolgirl from Cannock who had been diagnosed with a rare condition, Friedrich's Ataxia, and needed a new wheelchair to enable her to get outside more. This rare condition could affect mobility, fine and gross motor skills, speech, eyesight, hearing, heart function and the endocrine system.

***(Councillor A.R. Pearson in the Chair)***

## **5. Election of a Vice-Chair of the Council**

Councillor J. Prestwood nominated Councillor D. Foley to be Vice-Chair of the Council for the 2023-24 municipal year, which was seconded by Councillor D.W.G. Williams.

The Chair asked if there were any other nominations.

Councillor O. Lyons nominated Councillor P.G.C. Jones to be Vice-Chair of the Council for the 2023-24 municipal year, which was seconded by Councillor C.L. Frew.

The matter was then put to a vote.

### **Resolved:**

That Councillor D. Foley be elected Vice-Chair of the Council for the 2022-23 municipal year.

Councillor D. Foley thereupon read and signed the Acceptance of Office.

## **6. Minutes**

### **Resolved:**

That the Minutes of the Meeting held on 19 April 2023 be approved as a correct record.

## **7. The Chair's Announcements and Correspondence**

### **(i) Presentation of Petition**

The Chair invited Councillor D. Mawle and Mr P. Sidgwick to come forward and present a petition regarding the Museum of Cannock Chase.

The Chair advised the petition would be referred to the relevant Cabinet member for review.

### **(ii) Cannock Cenotaph Centenary Celebration**

The Chair attended an event on the morning of 22 May held to mark 100 years of the Cenotaph in Cannock town centre. Thanks were given to those who had organised and attended the event.

## **8. Office of Leader of the Council**

Councillor J.P.T.L. Preece nominated Councillor T.B. Johnson to be the Leader of the Council, which was seconded by Councillor J.A.A. Newbury.

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

## **Resolved:**

That Councillor T.B. Johnson be elected Leader of the Council to hold office in accordance with the Constitution.

Councillor T.B. Johnson thereupon declared and signed the Acceptance of Office.

## **9. Form and Composition of the Cabinet**

The Leader of the Council, Councillor T.B. Johnson, notified the Council of the form and composition of the Cabinet for 2023-24:

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

## **10. Leader's Announcements and Correspondence**

### **(i) Thanks to Members**

Sincere thanks were given to the outgoing Chair and Vice-Chair, and congratulations to the newly elected Chair and Vice-Chair with best wishes for the new civic year.

Members across the Chamber knew the respect held by the Leader for those who undertook public service, and Councillor O. Lyons was no exception, having served the people of the District well in relation to several vital issues. These included bringing the Shared Services initiative into being and the boundary review, whose recommendations would come into force next year. On both of those projects the outgoing Leader and her colleagues facilitated a great example of cross party working. Thanks were accordingly given to Councillor O. Lyons for her service.

### **(ii) Election Results and New Administration**

In the local elections earlier this month, the Labour Party, Greens, and the Liberal Democrats combined secured just under 64% of the votes cast. The Council was now under no overall control (NOC).

Labour Councillors had reached agreement with their Green colleagues and the Liberal Democrat councillor to form an Administration. This would enable political stability, progress on priorities, and reflect the views of the people of our District.

The combined Administration would have the following initial priorities:

- Adherence to the Nolan Principles in Public Life.

- Do all we can to ensure that the Museum of Cannock Chase remained open and in its present location.
- Get the Net Zero agenda back on track.
- Ensure that monies set aside to offset the impact of development are spent in the areas that experience the impacts.

In the longer term, deliver:

- A fairer, greener, prosperous economy, in which no one is left behind.
- A greener future.
- A safer community.
- A healthier district.
- A great place to live, work, and visit.

Being in NOC there was a need to work in collaboration and where possible, with consensus.

This Administration would be open, honest, and bring no surprises to our fellow councillors.

In such challenging times there really was a need to pull together for the benefit of our people.

#### **11. Leader of the Opposition**

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

Councillor O. Lyons (Conservatives) confirmed acceptance of office as Leader of the Opposition.

#### **12. Form and Composition of the Shadow Cabinet**

The Leader of the Opposition, Councillor O. Lyons, notified the Council of the form and composition of the Shadow Cabinet for 2023-24:

<b>Councillor</b>	<b>Shadow Portfolio</b>
Lyons, O.	Leader of the Opposition
Haden, P.K.	Deputy Leader of the Opposition and Housing Shadow Portfolio Leader
Jones, V.	Community Wellbeing Shadow Portfolio Leader
Frew, C.L.	Environment and Climate Change Shadow Portfolio Leader
Fitzgerald, A.A.	Parks, Culture, and Heritage Shadow Portfolio Leader
Buttery, M.S.	Regeneration and High Streets Shadow Portfolio Leader
Theodorou, P.C.	Resources and Transformation Shadow Portfolio Leader



**13. Allocation of Seats to Committees and Other Bodies**

Consideration was given to the Report of the Chief Executive (Item 10.1 - 10.4).

**Resolved:**

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

**14. Appointment of Members, Chairs and Vice-Chairs to the Council's Committees, Sub-Committees and Other Bodies for 2023-24**

A schedule setting out the nominations provided by each of the Political Group's Leaders for Members to be appointed to committees, sub-committees, and other bodies, together with nominations for the appointments of Chairs and Vice-Chairs (Item 11.1 - 11.5), as circulated in advance of the meeting, was moved by the Leader.

**Resolved:**

That:

- (A) The membership of the Council's committees, sub-committees, and other bodies for the 2023-24 municipal year, as set out in the schedule circulated in advance of the meeting, be agreed.
- (B) The Chairs and Vice-Chairs of the Council's committees, sub-committees, and other bodies for the 2023--24 municipal year be as per the below:

<b>Committee</b>	<b>Chair (Councillor)</b>	<b>Vice-Chair (Councillor)</b>
Economic Prosperity Scrutiny Committee	Mawle, D.	Dunnett, M.J.
Health, Wellbeing, & The Community Scrutiny Committee	Williams, D.W.G.	Kenny, B.
Responsible Council Scrutiny Committee	Aston, J.	Johnson, J.P.
Planning Control Committee	Fisher, P.A.	Cartwright, S.M.
Licensing and Public Protection Committee	Wilson, L.J.	Prestwood, F.
Audit & Governance Committee	Dunnett, M.J.	Jones, P.G.C.
Standards Committee	Pearson, A.R.	Lyons, O.
Trade Union Consultative Forum	Hill, J.	N/A

**15. Council Appointed Representatives on Outside Bodies 2023-24**

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

A copy of Appendix 1 to the report, setting out the schedule of proposed Council appointments to representatives on outside bodies for the 2023-24 municipal year was tabled at the start of the meeting.

Members agreed to suspend Council Procedure Rule 15(7) for voting purposes, and then determined the appointments.

Following votes being taken for those bodies where the number of nominations were greater than the number of seats available, it was:

**Resolved:**

That:

- (A) The Council's representatives on outside bodies for the 2023-24 municipal year, as detailed in the schedule included as an Annex to these Minutes, be approved.
- (B) The Chief Executive, in consultation with the Political Group's Leaders, makes appointments to additional outside bodies, and / or amendments to any existing outside bodies, as necessary, throughout the municipal year.
- (C) In the event of the Political Group's Leaders failing to agree nominations to outside bodies as referred to in decision (B), above, the appointment would then be a matter for determination by Council.
- (D) The Chief Executive, when appointing representatives to outside bodies, be authorised to determine which of the appointments should be classed as an 'approved duty' for the purposes of claiming travel and subsistence expenses.

The meeting closed at 7:20 p.m.

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**Chair**

### Council Appointed Representatives to Outside Bodies for 2023-24

**Descriptors for letters shown in brackets after Members' names:**

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

Name of Body	Date of Retirement	Appointed Representatives
Amazon Rugeley Members' Liaison Forum	Upon retirement from the Council	Cllr. L. Arduino (C) Cllr. C. Boulton (L) Cllr. P. Fisher (LD) Cllr. D. Foley (L) Cllr. C. Frew (C) Cllr. J. Johnson (C) Cllr. N. Lyons (C) Cllr. O. Lyons (C) Cllr. P. Owen (C) Cllr. M. Sutherland (C) Cllr. D. Williams (L)
Barbara Bird Memorial Fund	2024 Annual Meeting	Cllr. P.T. Jones (C)
Beaudesert Sports Field and Recreation Ground Charity Management Committee	2024 Annual Meeting	Cllr. A. Muckley (G)
Cannock Advice Centre	2024 Annual Meeting	Cllr. L. Bishop (G) Cllr. J. Elson (G) Cllr. J. Prestwood (L)

**Annex**

<b>Name of Body</b>	<b>Date of Retirement</b>	<b>Appointed Representatives</b>
Cannock Bowling Green Trust	2024 Annual Meeting	Cllr. J. Hill (L) Cllr. P. Stanton (L) Cllr. V. Jones (C) Cllr. P. Kruskonjic (C)
Cannock Chase Arts Council	2024 Annual Meeting	Cllr. J. Hill (L) Cllr. D. Mawle (G) Cllr. J. Preece (L)
Cannock Conduit Trust	Upon retirement from the Council	Cllr. T. Johnson (L) Cllr. P.G.C. Jones (C) Cllr. V. Jones (C) Cllr. P. Kruskonjic (C) Cllr. A. Pearson (L)
Cannock Wood and Gentleshaw Village Hall Management Committee	2024 Annual Meeting	Cllr. L. Bishop (G)
Charity for the Provision of Allotments for the Labouring Poor of the Ancient Parish of Rugeley	2026 Annual Meeting	Cllr. M. Buttery (C)
	2027 Annual Meeting	Cllr. D. Foley (L) Cllr. D. Williams (L)
Charity for the Provision of a Recreation Ground for Inhabitants of the Ancient Parish of Rugeley	2026 Annual Meeting	Cllr. C. Boulton (L) Cllr. D. Foley (L) Cllr. D. Williams (L)
Chetwynd Charity	2024 Annual Meeting	Cllr. C. Frew (C) Cllr. J. Johnson (C)
	2026 Annual Meeting	Cllr. C. Boulton (L) Cllr. D. Williams (L)
CPRE Staffordshire	2024 Annual Meeting	Cllr. M. Boyer (G)

**Annex**

<b>Name of Body</b>	<b>Date of Retirement</b>	<b>Appointed Representatives</b>
Etching Hill Village Hall Committee	2024 Annual Meeting	Cllr. D. Foley (L)
Foundation of Clara Caroline Walhouse and the John Wood and Walhouse Church of England School Foundation	2024 Annual Meeting	Cllr. J. Bancroft (C)
Landor Society	2024 Annual Meeting	Cllr. C. Boulton (L) Cllr. D. Williams (L)
Longdon (Cotton) Almshouses	2025 Annual Meeting	Cllr. C. Boulton (L)
	2026 Annual Meeting	Cllr. J. Johnson (C)
National Association of Councillors	2024 Annual Meeting	Cllr. P.G.C. Jones (C) Cllr. J. Prestwood (L)
Norton Canes Community Centre	2024 Annual Meeting	Cllr. M. Hoare (C)
Poplars Landfill Site Liaison Committee	2024 Annual Meeting	Cllr. A. Fitzgerald (C) Cllr. P. Haden (C) Cllr. J. Hill (L) Cllr. J. Newbury (L) Cllr. A. Pearson (L) Cllr. J. Preece (L) Cllr. D. Williams (L)
Prospect Village Hall	2024 Annual Meeting	Cllr. A. Muckley (G)
Shoal Hill Common Joint Committee	2024 Annual Meeting	Cllr. M. Dunnett (L) Cllr. S. Thornley (L)
Slitting Mill Village Hall Committee	2024 Annual Meeting	Cllr. D. Foley (L)
Staffordshire County Council Corporate Parenting Panel	2024 Annual Meeting	Cllr. J. Aston (L)
Staffordshire County Council – Health and Care Overview & Scrutiny Committee (Co-opted Member)	2024 Annual Meeting	Cllr. D. Williams (L)

**Annex**

<b>Name of Body</b>	<b>Date of Retirement</b>	<b>Appointed Representatives</b>
Staffordshire County Council – Health and Care Overview & Scrutiny Committee <i>(Substitute Member)</i>	2024 Annual Meeting	Cllr. P. Stanton (L)
Staffordshire Playing Fields Association	2024 Annual Meeting	Cllr. J. Elson (G)
West Midlands Combined Authority <i>(Non-Constituent Member)</i>	2024 Annual Meeting	Cllr. T. Johnson (L)
West Midlands Combined Authority <i>(Substitute Member)</i>	2024 Annual Meeting	Cllr. J. Newbury (L)
West Midlands Combined Authority - Overview & Scrutiny Committee <i>(Voting Member)</i>	2024 Annual Meeting	<i>Appointed by Tamworth BC for 2023/24</i>
West Midlands Combined Authority Overview & Scrutiny Committee <i>(Substitute Member)</i>	2024 Annual Meeting	<i>Appointed by Tamworth BC for 2023/24</i>
West Midlands Combined Authority – Audit, Risk & Assurance Committee	2024 Annual Meeting	<i>Appointed by Tamworth BC for 2023/24</i>
West Midlands Combined Authority – Audit, Risk & Assurance Committee <i>(Substitute Member)</i>	2024 Annual Meeting	<i>Appointed by Tamworth BC for 2023/24</i>
West Midlands Reserve Forces and Cadets Association	2024 Annual Meeting	Cllr. D. Williams (L)

<b>Report of:</b>	<b>Head of Law and Governance</b>
<b>Contact Officer:</b>	<b>Ian Curran</b>
<b>Telephone No:</b>	<b>01785 619 220</b>
<b>Portfolio Leader:</b>	<b>Community Wellbeing</b>
<b>Report Track:</b>	<b>Council: 12/07/23 Health, Wellbeing, and The Community Scrutiny Committee: 17/07/23</b>

**Council**  
**12 July 2023**  
**Health Scrutiny: Joint Working Arrangements**

## **1 Purpose of Report**

- 1.1 To approve the revised Code of Joint Working Arrangements with Staffordshire County Council in respect of Health Scrutiny.

## **2 Recommendations**

- 2.1 That Council adopt the revised Code of Joint Working Arrangements with District and Borough Councils for Health Scrutiny attached as **APPENDIX 1** (“the Joint Code”).
- 2.2 That the Constitution be amended to refer to the Joint Code, and its provisions, as set out in paragraph 5.5 to this report.

## **3 Key Issues and Reasons for Recommendations**

### **Key Issues**

- 3.1 The statutory responsibility for Health Scrutiny lies with Staffordshire County Council as the social care authority.
- 3.2 In practice, the County Council take the lead in scrutinising health matters that have a Staffordshire wide theme, while District Scrutiny arrangements are intended to deal with matters that have a local theme.

### **Reasons for Recommendations**

- 3.3 A Joint Code of Working Arrangements between the County Council and the 8 Staffordshire District Councils enables health matters to be scrutinised in the correct forum and helps reduce any duplication in scrutiny.

**4 Relationship to Corporate Priorities**

- 4.1 Effective scrutiny arrangements will promote health and wellbeing (Priority 2).

**5 Report Detail**

- 5.1 Social care authorities are given statutory responsibility to scrutinise health functions in their area. In Staffordshire this responsibility rests with Staffordshire County Council Health and Care Overview and Scrutiny Committee. It is important that any scrutiny of matters relating to health by district councils is co-ordinated with the functions of the County Council scrutiny to avoid any confusion or duplication.
- 5.2 A Joint Code has been in operation since 2003 and was last updated in 2015 in response to the introduction of the Local Authority (Public Health, Health and Wellbeing Board and Health Scrutiny) Regulations 2013, implications of the Francis report and changes to the structure of the Health Service. In essence the code seeks to ensure that matters having a Staffordshire wide theme are scrutinised by the County Council, while district councils deal with matters with a local theme.
- 5.3 In order to enhance co-ordination of scrutiny, a County Council scrutiny member is also appointed as a member of each district health scrutiny committee and the Chair of the district health scrutiny committee is appointed as a member of the County Health and Care Overview and Scrutiny Committee.
- 5.4 The Staffordshire Leaders Board met on 9<sup>th</sup> March 2023, to consider the revised code, and agreed that the revised code should be adopted by each of the district councils. It was also recommended that each district refer to the code within their constitutions.
- 5.5 Part 3, Section 16 of the Constitution refers to “Scrutiny Committees”. Upon adoption of the code, it is proposed that the following wording be inserted to replace 16.2(i):
- (i) The Council has agreed a Code of Joint Working between the Borough Council and Staffordshire County Council in relation to Overview and Scrutiny of health matters.
  - (ii) In accordance with the agreed code:
    - (a) the County Council shall discharge the overview and scrutiny function under the Health and Social Care Act 2001 and subsequent guidance including the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.
    - (b) the Chairman of the Health, Wellbeing and the Community Scrutiny Committee will be appointed to Staffordshire County Council’s Health and Care Overview & Scrutiny Committee.
    - (c) the County Council is entitled to appoint one of its members to the Health, Wellbeing and the Community Scrutiny Committee who will sit as an additional member on that committee in relation to health matters.



**6 Implications**

**6.1 Financial**

None

**6.2 Legal**

None

**6.3 Human Resources**

None

**6.4 Risk Management**

None

**6.5 Equality & Diversity**

None

**6.6 Climate Change**

None

**7 Appendices to the Report**

Appendix 1: Code of Joint Scrutiny Working

**Previous Consideration**

None.

**Background Papers**

None.

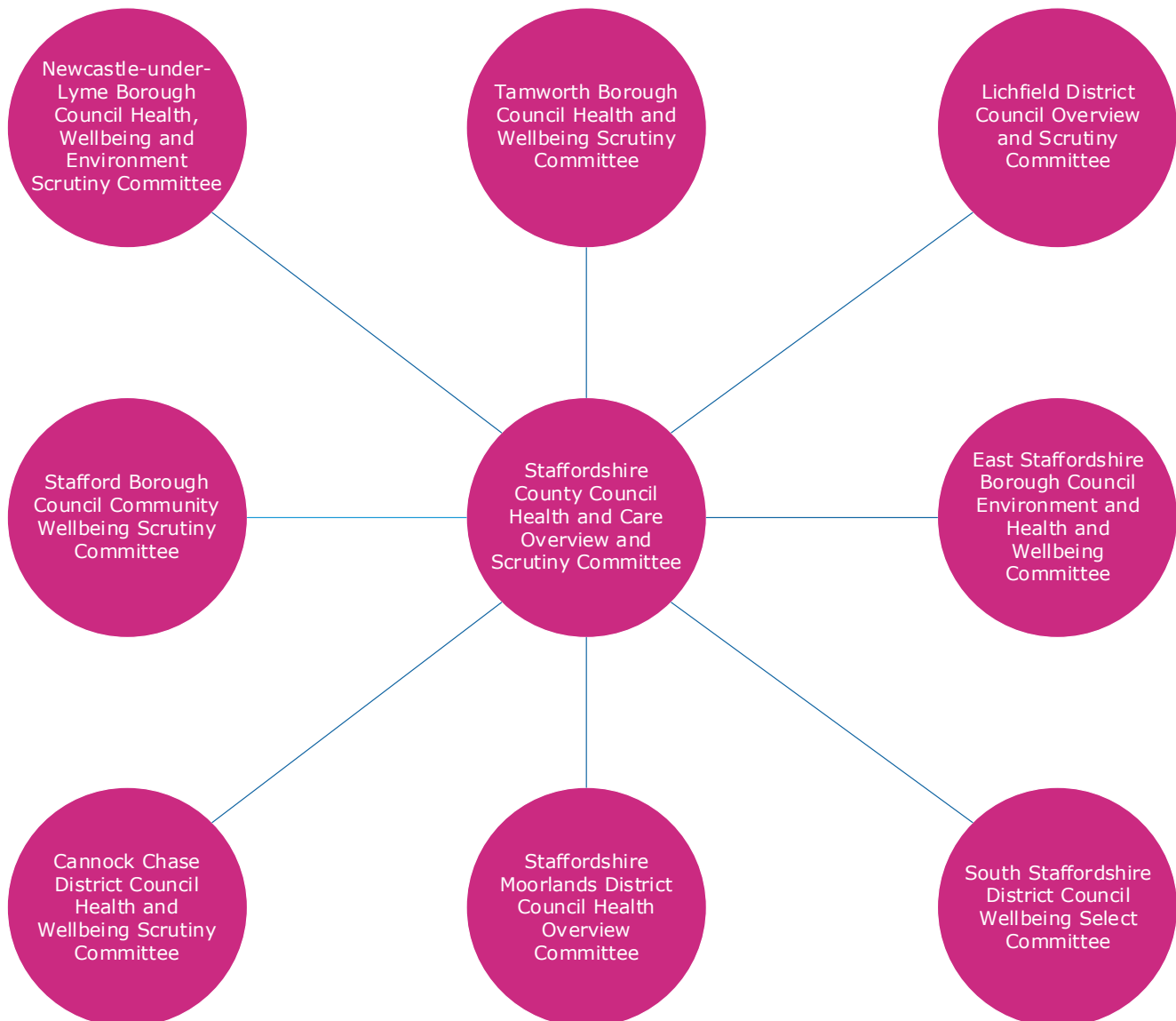
# **Staffordshire Health and Care Overview and Scrutiny Committee**

The Code of Joint Working – Local Authorities



# 1. Background

- 1.1 The Health and Social Care Act 2001 (“the Act”), as amended by the National Health Service Act 2006, provides local authorities with social services functions and powers to undertake scrutiny of health matters as detailed in the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 (The Regulations).
- 1.2 The remit of the Health and Care Overview and Scrutiny Committee can be found in Staffordshire County Councils constitution.
- 1.3 The County Council and the eight District/Borough Councils in the county agreed to operate joint working arrangements for health scrutiny in 2003 (amended in 2014).



## 2. General Principles

- 2.1 The Health and Social Care Overview & Scrutiny Committee carries out Health Scrutiny activity in Staffordshire on the basis of the following working principles (and meeting statutory requirements where applicable):
- a. **Scope of Health Scrutiny** - The intended outcome of health scrutiny activity is the improvement of the health and wellbeing of the people of Staffordshire. The Staffordshire County Council Health and Care Overview & Scrutiny Committee (HCOSC) may review and scrutinise any matter relating to the planning, provision, and operation of health services in its area.
  - b. **Co-operation** - The authorities involved must be willing to share knowledge, respond to requests for information, initiatives and reports as appropriate. The County and District Councils will work together and mutually agree who will scrutinise each topic to ensure that nothing is overlooked and to avoid duplication of effort.
  - c. **Accountability** - The process of health scrutiny will be open and transparent. The HCOSC cannot delegate its statutory power to Districts/ Boroughs (paragraph 1.1).
  - d. **Code ownership** - The document will be owned by the County Council and will be reviewed annually in partnership with District and Boroughs.

## 3. Governance

- 3.1 Health and Care Overview and Scrutiny Committee:
- a. The **County Council** will lead on matters that can best be dealt with at a county wide level.
  - b. 21 Members appointed annually: 13 County Councillors and a councillor from each District/ Borough (8) (see point 3.3a).
  - c. The District/Borough Councillor can nominate a substitute if they are unable to attend a meeting. The County Council should be notified prior to the meeting and the substitute will have full voting rights.
  - d. The **County Council may ask a lead District / Borough Council** to carry out scrutiny of an issue, which the County Council believes can be best dealt with at a district level which is specific to their geographical area. This may be singly or jointly with other District/Borough Councils. The capacity of committees and partners

to carry out scrutiny activity should be taken into consideration when planning scrutiny of an issue.

- e. **District and Borough Councils may ask the County Council** to carry out scrutiny of an issue that is of a strategic nature or is county-wide.

### 3.2 District and Borough Committees:

- a. Each District and Borough Committee operates in line with their terms of reference in their constitutions. As per 3.1 d The HCOSC may ask it to consider:
  - i. Locality specific commissioning proposals that solely affect health and wellbeing activities within that district/ borough, whoever they are provided for;
  - ii. matters which have been agreed with the Health and Care Overview and Scrutiny Committee.
  - iii. District/Borough services that interface with planning for and providing health services - for example, but not exclusively, housing, leisure and environmental health service; and relevant locality specific partnerships

### 3.3 Appointment of representatives:

- a. The Chair from each District/ Borough Scrutiny Committee which holds the remit for Health and Wellbeing matters will be appointed to the HCOSC and will have full voting rights. Their role is to:
  - i. Provide updates from their relevant Committee to the HCOSC.
  - ii. Report back on any issue which the HCOSC has requested the relevant Committee to scrutinise.
- b. One County Councillor will be appointed to each District/Borough Committee with full voting rights on the respective Committee. The appointment will be made by the County Council annually. The representative will provide updates from HCOSC to the District/Borough Committee.

### 3.4 Health Scrutiny Officers Group:

- a. The terms of reference is appended to this code.

## Appendix 1 – FAQs

- 1. Why does the County Council scrutinise the big issues such as the ICS Transformation Programme and ambulance waiting times? Borough/Districts also want to look at how these issues affect services in our area and our residents.**

*The Transformation Programme covers services across Staffordshire County. The joint code ensures that representatives from all 8 District Councils have a seat on the Health and Care Overview and Scrutiny Committee to raise local issues and that a representative from the County Committee has a seat on the District Committees to report back to District Councils on matters discussed. Any specific questions can be channelled through the local representatives on the committee.*

- 2. Should Borough/District Councils invite NHS providers to their meeting to scrutinise a particular issue?**

*Largely no unless the Health and Care Overview and Scrutiny Committee has agreed with the Borough/District Council that it should be the lead authority for scrutiny. The reason for this is to avoid NHS providers attending 8 Borough/District Council meetings, Staffordshire Council has the responsibility for health scrutiny under the Health and Social Care Act and to avoid duplication of effort.*

- 3. Can a Borough/District Council scrutinise the performance of a local GP surgery?**

*The performance of a GP Surgery does not fall under the scrutiny remit. GPs are commissioned under contract by the ICS and the quality management of their contract is through NHS England. There are other ways for local members to discuss concerns about local surgeries directly with the ICS, but a public scrutiny meeting is not the appropriate forum.*

- 4. Can a Borough/District Council scrutinise access to GP surgeries in their area?**

*The Primary Access Plan is a countywide plan and includes access to GP surgeries. This is scrutinised by the Staffordshire Health and Care Overview and Scrutiny Committee. Representatives from District and Borough Councils have equal opportunity to question witnesses about progress of actions in the plan to improve access to GP surgeries across the region.*

**5. Can a Borough/District Council scrutinise issues such as NHS Dentistry provision?**

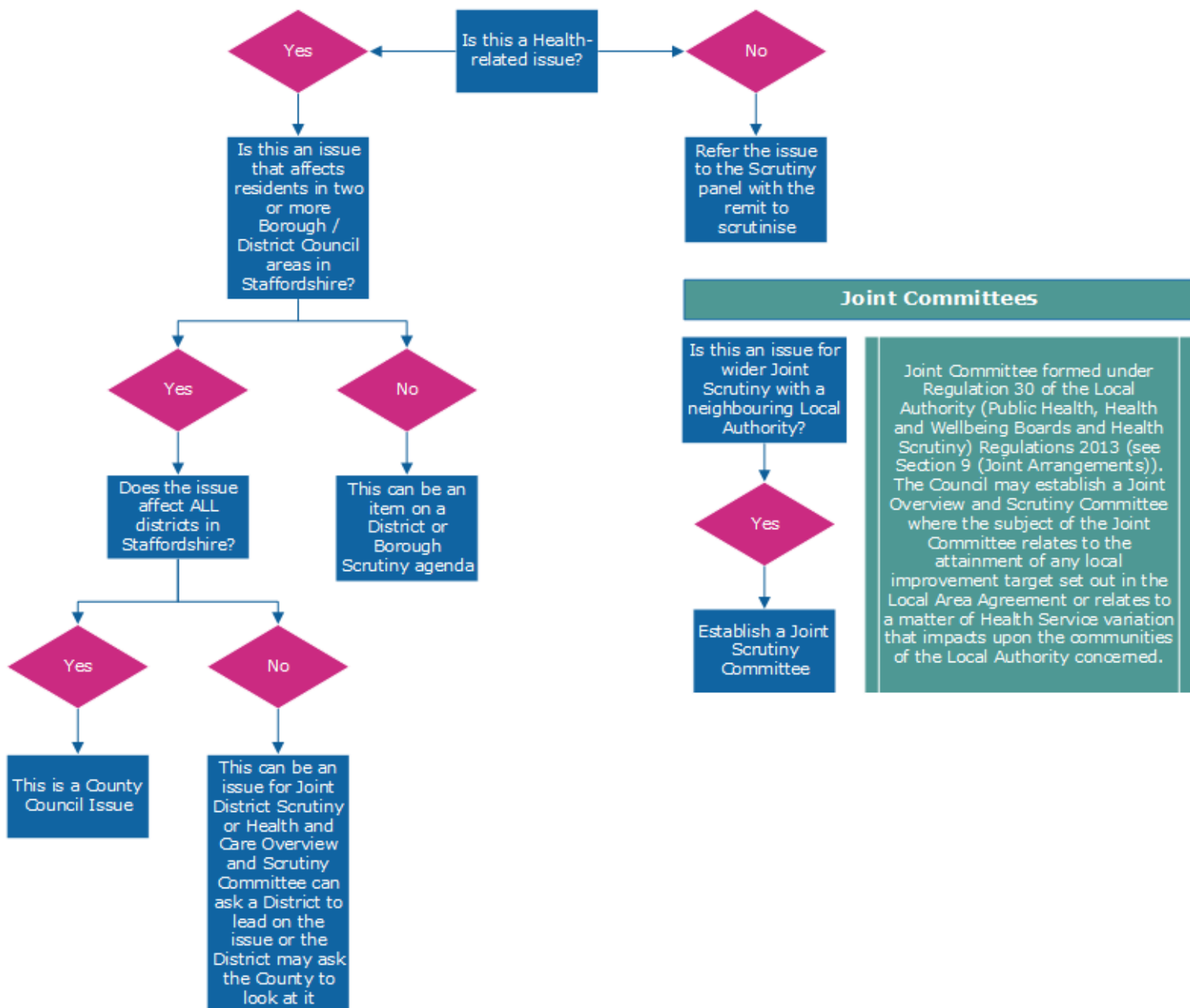
*The provision of NHS Dentistry is a countywide contract, currently led by NHS England, this will change in April 2023 when the ICS takes on the contractual role. This should be looked at in a strategic nature by the Health and Care Overview and Scrutiny Committee.*

**6. What should a Borough/District Council do if their Committee wants to scrutinise a health issue that was the responsibility of the Health and Care Overview and Scrutiny Committee?**

*The Borough/ District Member appointed to the Health and Care Overview and Scrutiny Committee (i.e. the chairman of the Borough/District committee) should bring the matter to the attention to the Chairman of the Health and Care Overview & Scrutiny Committee under the terms of this Joint Code of Working.*

## Appendix 2 – Joint Code of Working with Districts and Boroughs

Plan for where scrutiny of an issue takes place, as determined by the County Health and Care Overview and Scrutiny Committee Chairman in consultation with the relevant Committee Members and agreed by the Committee in the Work Programme.





## Appendix 3 – Health Scrutiny Officers Group

### Terms of Reference

#### 1. Introduction

- 1.1 The Health Scrutiny Officers Group (HSOG) has been formed to support the Staffordshire County Council Health and Care Overview and Scrutiny Committee (HCOSC) and District and Borough Scrutiny arrangements.

#### 2. Membership

- 2.1 The membership will consist of:
- a. Officer representatives from Staffordshire County Council
  - b. At least one officer representative from each District / Borough
- 2.2 Other advisers and partners may be invited to the Group on an ongoing or ad-hoc basis as appropriate.

#### 3. Terms of Reference

- 3.1 The main aims of the Group is to mutually support the Health and Care Overview and Scrutiny Committee and the Health and Wellbeing function in achieving its aims and objectives.
- 3.2 The group may:
- a. Put forward items of business to the Health and Care Overview and Scrutiny Committee;
  - b. Inform the process of work programme planning and delivery;
  - c. Discuss and report on matters of note on health and care across Staffordshire; and
  - d. Establish an appropriate mechanism to carry out the scrutiny function and consider the scrutiny arrangements at Districts and Boroughs.

#### 4. Ways of Working

- 4.1 The Group will meet twice annually as a minimum. Meetings will be organised and administered by the County Council. Meetings will be chaired by the County Council.