



Cannock Chase Council

Council Meeting

Wednesday 18 January 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 meeting held on 16 November 2022, Minute Numbers 41 - 50; Page Numbers 27 - 32, and the Extraordinary meeting held on 7 December 2022, Minute Numbers 51 - 54; Page Numbers 33 - 35.
- 4. The Chair's Announcements and Correspondence**

To receive any announcements and correspondence from the Chair of the Council.
- 5. The Leader's Announcements and Correspondence**

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

6. Appointment of Chairs of Committees 2022/23

7. Council Appointed Representatives to Outside Bodies 2022/23

To appoint a representative to the county committee of the Staffordshire Branch of the countryside charity CPRE, from the following nominations as submitted by Group Leaders:

- Conservative Group nominee: Councillor S.L. Thompson
- Chase Community Independents & Green Group nominee: Councillor A.M. Muckley.

8. Recommendations Referred from Cabinet, Committees, etc.

Council is requested to consider recommendations from the Cabinet meeting held on 20 December 2022 in respect of the following matters:

(i) Climate Emergency - Costed Action Plan and Update Briefing (Cabinet 20/12/22, Draft Minute Number 67)

“That Council, at its meeting to be held on 18 January 2023, be recommended to agree:

- (A) To revise the Council’s district wide carbon neutral target and looks to align with other Staffordshire councils or regional bodies in a single (existing or new) countywide target, for the reasons detailed within the 20 December 2022 Cabinet report.
- (B) To revise the 2030 net carbon neutral target to become an organisational target only.
- (C) The principle that, to move forward with the reduction in CO₂e emissions, a dedicated budget is established during the 2023/24 budget setting process.
- (D) That a strategy for the organisation to reach net carbon zero by 2030, is prepared, costed, and brought back to Cabinet for consideration.

The accompanying report for the above recommendations can be viewed on the [20 December 2022 Cabinet](#) meeting page on the Council’s website.

9. Motions Received Under Council Procedure Rule 6

(i) To consider the following Motion submitted in accordance with Council Procedure Rule 6 by Councillor A.M. Muckley, Deputy Leader of the Chase Community Independents & Green Group:

“The intimidation and abuse of councillors, in person or otherwise, undermines democracy; preventing elected members from representing the communities they serve, deterring individuals from standing for election, and undermining public life in democratic processes.

This council notes that increasing levels of toxicity in public and political discourse are having a detrimental impact on local democracy and that prevention, support and responses to abuse and intimidation of local politicians must improve to ensure councillors feel safe and able to continue representing their residents.

This council further notes that the Local Government Association (LGA) campaign, Debate Not Hate, has received support from across the political spectrum. This includes a supporting public statement being signed by the Conservative, Liberal Democrat, Labour and Independent (incorporating Greens) Vice-Chairs of the LGA as well as representatives from bodies such as the National Association of Local Councils, Compassion in Politics, the Local Government Information Unit and the National Hate Crime Awareness Week.

This council therefore commits to challenge the normalisation of abuse against councillors and uphold exemplary standards of public and political debate in all it does. The council further agrees to sign up to the LGA's Debate Not Hate campaign. The campaign aims to raise public awareness of the role of councillors in local communities, encourage healthy debate and improve the response to and support for local politicians facing abuse and intimidation.

This Council believes that:

1. Debating and disagreement is a fundamental part of a healthy democracy, and that this should always be done with respect;
2. It is a privilege to be elected to public office and comes with the responsibility of representing everyone, regardless of how they voted and anyone, regardless of their background or political affiliation, should feel safe to become a councillor and be proud to represent their community.

As Councillors we resolve to:

- Promote diversity and inclusion ahead of next year's 2023 Local Elections and beyond, including diversity of thought through publicly condemning politically-fuelled abusive behaviour.
- Lead by example by participating in a vigorous yet healthy debate both inside and out of the council chamber. This includes but is not limited to: listening to and not talking over one another when members are speaking; not using abusive or derogatory language towards one another; not standing up and leaving the chamber whilst members are speaking without first seeking permission of the Chair; being open and honest in statements made in our capacity as a councillor; and generally being respectful to one another, even when there are political disagreements.
- When chairing meetings, ensure that they are conducted in accordance with these principles.

In addition, Cannock Chase District Council resolves to:

- Write to our local Member of Parliament to ask her to support the campaign.
- Write to the Parliamentary Under-Secretary of State for Local Government and Building Safety to ask them to work with the LGA to develop and implement a plan to address abuse and intimidation of politicians.
- Regularly review the support available to councillors in relation to abuse and intimidation and councillor safety.
- Work with the local police to ensure there is a clear and joined-up mechanism for reporting threats and other concerns about the safety of councillors and their families.

- Take a zero-tolerance approach to abuse of councillors and officers.

This motion was drafted by Councillor Andrea Muckley using information and documentation from the LGA's Debate Not Hate campaign and literature.

(ii) To consider the following Motion submitted in accordance with Council Procedure Rule 6 by Councillor J.A.A. Newbury, Deputy Leader of the Opposition:

“This council believes that a green recovery from the COVID-19 pandemic is not only possible but is essential if we are to meet our net zero ambitions for us as a local authority, and for our district. However, we recognise that concrete policies and further investment from central government is need to turn our hopes and our rhetoric into action.

“This council notes that the global effects of climate change can often seem like someone else’s crisis when many are taking effect so far from our homes. However, we also note that crises closer to home affecting thousands of local families cannot be separated from those further afield. Here in the Cannock Chase District, according to the most recent data from National Energy Action, there are 7,246 households living in fuel poverty; that is 16.5% of all households compared to the national average of 13.2%. We note that the situation has become far worse over the last year with an estimated one in four households nationally planning to not switch their heating on at all this winter.

“This council believes that there is no route to net zero without retrofitting the more than 24 million homes leaking heat across the UK. Boosting energy efficiency would not only help us to decarbonise, but can also improve housing conditions, lower energy bills and create hundreds of thousands of good quality jobs. Here in Cannock Chase, 61% of Energy Performance Certificates created since 2008 have been in bands D to G, below the Government’s 2035 target for all properties; a further 25% were at band C.

“This council therefore resolves to write to the Prime Minister and Secretary of State calling on them to introduce a Great Homes Upgrade, committing to retrofit 19 million homes by 2030. We also call on the Chancellor to use the Spring Budget to commit to spending £11.7 billion over the next three years to begin a Great Homes Upgrade. We call for the Government set up a retrofitting taskforce to target resources now to help achieve net zero through a major retrofitting programme. We also commit to writing to other local authorities in Staffordshire to ask them to join this campaign.”

I declare that this motion has been adapted from a model motion produced by the Co-operative Party.

10. Joint Appointments Committee

Report of the Leader of the Council (Item 10.1 - 10.4).

11. Local Boundary Review Working Group Proposals to the Local Government Boundary Commission for England for a New Pattern of Wards in Cannock Chase

Report of the Head of Governance and Corporate Services (Item 11.1 - 11.4).

12. 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.

13. 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 1, 2 and 3 of Part 1, Schedule 12A, Local Government Act, 1972."

Cannock Chase Council

Council Meeting

Wednesday 18 January 2023 at 6:00pm

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

Part 2

14. 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**

10 January 2023

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

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

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

A Pecuniary Interest is a personal interest where the matter

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

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

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

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

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

Declaring Interests at Full Council

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

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

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

Cannock Chase Council

Minutes of the Meeting of the Council

Held in the Council Chamber, Civic Centre, Cannock

On Wednesday 16 November 2022 at 6:00 p.m.

Part 1

Present: Councillors:

Buttery, M.S. (Chair)

Jones, P.G.C. (Vice-Chair)

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

Before the formal business of the meeting commenced, the Chair welcomed new Councillors P. Johnson and B. Kenny, who had recently been elected to the Hednesford North and Cannock West wards, respectively.

41. Apologies

Apologies were submitted for Councillors S.K. Crabtree and P.E. Woodhead.

42. 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.

43. Minutes

Resolved:

That the Minutes of the meetings held on 7 and 21 September 2022 be approved as a correct record.

44. The Chair's Announcements and Correspondence

(i) Former Councillor Frank Allen

As Members were aware, former Councillor Frank Allen sadly passed away on Sunday 6 November surrounded by his loving family.

Earlier this year, Frank retired from the Council after serving for a remarkable 45 years. At an extraordinary meeting of Council in May, he was awarded the title of Honorary Alderman.

Frank was first elected to the St. Chads Ward in 1976 and retired as a long-standing Councillor for Cannock North Ward. He held positions on the Cabinet and more recently Shadow Cabinet as well as being former Deputy Leader. Frank had also twice served as Chairman of the Council, in 1989-90 and 2002-03.

It was no secret that Frank's passions as a Councillor were Planning and Housing, and over the years he played a key role in seeing the redevelopment of major estates in the District including Bevan Lee, Elizabeth Road, and Moss Road.

Councillor Allen was a true gentleman, and without doubt, his commitment to this Council and its residents was exemplary.

Sincere condolences were sent to Frank's wife, Anne, his children Frankie and Jackie, grandchildren, and great grandchildren and all of Frank's family. The Council's thoughts were with them at this very sad and difficult time.

Members spoke to share their memories of Frank, and then all present joined the Chair in observing a minute's silence to pay their respects to him.

(Councillor Wilson left the meeting during this item and did not return.)

(ii) Fundraising Update

Yesterday evening a charity night was held at Meze Restaurant in Cannock. Thanks were given to those who attended. It was a great night, and the restaurant was superb. The restaurant owners went above and beyond to ensure the night was a success.

It was extremely pleasing to report that £500 was raised on the night towards the Chair's chosen organisations, Help a Squaddie and Heath Hayes Community Table. This would be added to the overall funding pot and shared between the two charities at the end of his term in office.

The Chair then thanked Members for their continued support.

45. Leader's Announcements and Correspondence

(i) Darker Night Project

The Council had partnered with Victim Support Harmony Unit and Rugeley Police to launch a new initiative that aimed to help victims of anti-social behaviour this winter.

The new project launched in November, focussing on Rugeley in the run up to Christmas and would see representatives from the Council, Victim Support Harmony Unit and Rugeley Police engaging with the public and business owners to assess if they were having any issues with anti-social behaviour.

More locations would be added across the District in the new year up to the end of March 2023.

(ii) World Cup Domestic Abuse Campaign

The Council's Community Safety and Partnerships Team had joined forces with local partners including Staffordshire Police, New Era (a domestic abuse service), the Staffordshire Commissioner's Office and local authorities across Staffordshire to relaunch their domestic abuse campaign during the football world cup.

The campaign 'show domestic abuse the red card', raised awareness of the support services available both victims and perpetrators of domestic abuse.

Useful contact cards and posters would be distributed to pubs across the District as well as a range of online messages and advertising through the Council's social media platforms. A new video had also been produced to highlight the support available.

The campaign encouraged perpetrators of domestic abuse to get help from New Era Domestic Abuse Service on 01785 904 770, an organisation that offered specialist domestic violence prevention services.

The campaign also encouraged victims, individuals, and families who had concerns to report abuse and get support from New Era's 24-hour confidential helpline on 0300 303 3778 or access their 24/7 live chat facility at www.new-era.uk.

(iii) Cost of Living

The Council had partnered with charity 'Beat the Cold' to help residents during the ongoing cost of living crisis and soaring energy bills.

The energy advice charity had many support mechanisms in place, being a trusted partner within Staffordshire and having over 20 years' experience in energy advice and support.

Furthermore, a dedicated webpage had been setup on the Council's website to provide support and guidance to residents and businesses during the cost-of-living crisis, as well as signposting to other agencies that could also offer help and advice.

(iv) Cannock Town Centre Consultation

A huge thank you was given to officers for enabling the recent consultation on the 'Levelling Up' project and to residents for their brilliant support and feedback.

The drop-in sessions that took place at the lower band stand in Cannock town centre across several days in October 2022 were well attended.

(v) Rugeley Market Hall

Despite the Council offering rent reductions and incentives to encourage new traders, there were now very few traders left in Rugeley market hall, and those already in place were considering other options. This was a difficult issue for the Council as there was not the flexibility to change the site given the long-term lease in place with the owners. To help the Council in determining the future of the market hall, a four-week public consultation was proposed, starting next week.

Officers would hold face-to-face meetings with affected parties to seek their views, as well as a survey being available to complete online, or in paper copy (available from the Rugeley market hall or the Civic Centre in Cannock).

At the end of the consultation period, the feedback received would be used to produce a report setting out options for consideration by Cabinet.

(vi) 'Binworld'

Children from across the District were in for a treat later in November when they would be invited to their local theatre to see a special performance of 'Binworld'.

This special musical enforced local environmental messages, taking the audience on a musical journey where they could learn more about issues like recycling, fly-tipping, littering, dog fouling, and climate change.

Children attending the performances would also have the opportunity to take part in a mock vote to vote for their favourite 'litterbugs' plan. This would give the children a brief insight into local democracy and the voting system.

A total of 19 primary schools from across the District had signed up to the programme, reaching over 1,550 children aged between 9 and 11 years.

46. Recommendations Referred from Cabinet, Committees etc.

Consideration was given to the following recommendations to Council, made by Cabinet at its meeting held on 15 September 2022, in respect of:

(i) Four-Year Delivery Plans 2022-26 (Cabinet 15/09/22, Minute Number 42)

"That Council, at its meeting to be held on 16 November 2022, be recommended to approve the 4-Year Priority Delivery Plans for 2022-26, as set out in Report Appendices 1A to 1D."

Resolved:

That the 4-Year Priority Delivery Plans for 2022-26, as set out in Appendices 1A to 1D of the 15 September 2022 Cabinet report, be approved.

(ii) Proposed Improvements to Laburnum Avenue Public Open Space (Cabinet 15/09/22, Minute Number 43)

"That Council, at its meeting to be held on 16 November 2022, be recommended to include in the 2022-23 Capital Programme the original £121,290 of S106 funds, and grants further funding of £264,189 from S106 funds, to achieve a combined capital project of £385,479."

(Councillor Bancroft left and returned to the meeting during the presentation of this item.)

Resolved:

That the original £121,290 of S106 funds for the Laburnum Avenue scheme (as detailed in the 15 September 2022 Cabinet report) be included in the Capital Programme for 2022-23, and further funding of £264,189 from S106 funds be granted, achieving a combined capital project of £385,479.

(iii) Permission to Spend - New Council Website (Cabinet 15/09/22, Minute Number 46)

“That Council, at its meeting to be held on 16 November 2022, be recommended to approve the transfer of £70,000 from the IT website reserve to the General Fund Capital Programme for 2022/23 to fund the purchase of a new website platform.”

Resolved:

That the transfer of £70,000 from the IT website reserve to the General Fund Capital Programme 2022/23 to fund the purchase of a new website platform be approved.

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

None received.

48. Allocation of Seats to Committees and Other Bodies

Consideration was given to the Report of the Chief Executive (Item 8.1 - 8.4).

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.

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

A schedule setting out the nominations provided by each of the political groups’ 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 9.1 - 9.3), as circulated in advance of the meeting, was moved by the Leader.

Resolved:

That

(A) The revised membership of the Council’s committees, sub-committees, and other bodies for the 2022-23 municipal year, as set out in the schedule circulated in advance of the meeting (a copy of which is attached as an Appendix to these Minutes), be agreed.

(B) That Councillor P.C. Theodorou be appointed Chair of the Standards Committee for the remainder of the 2022/23 municipal year.

50. Treasury Management Mid-Year Report 2022/23

Consideration was given to the Report of the Interim Head of Finance (Item 10.1 - 10.17).

Resolved:

That the report, treasury activity, and Prudential Indicators for 2022/23 be noted.

The meeting closed at 7:17 p.m.

Chair

Council

16 November 2022

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

Notes:

- Only those committees and other bodies where changes have been made are detailed below.

Descriptors for letters shown in brackets after Members' names:

- (C) = Conservatives
- (L) = Labour
- (CCI&G) = Chase Community Independents & Green
- (LD) = Liberal Democrats
- (Ind.) = Independent

Economic Prosperity Scrutiny Committee (13 Members)

Wilson, L.J. (C) (Chair)
Pearson, A.R. (L) (Vice-Chair)

Arduino, L. (C)	Kenny, B. (C)
Cartwright, S.M. (L)	Kruskonjic, P. (C)
Crabtree, S.K. (CCG&I)	Lyons, N. (C)
Dunnett, M.J. (CCG&I)	Thompson, S.L. (C)
Fisher, P.A. (LD)	Thornley, S.J. (L)
Haden, P.K. (C)	

Conservative Sub= Frew, C.L.	Labour Sub= Johnson, T.B.	Chase Community Inds. & Green Sub= Elson, J.	Liberal Democrats Sub= Molineux, G.N.
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Health, Wellbeing, and The Community Scrutiny Committee (13 Members)

Haden, P.K. (C) (Chair)
Newbury, J.A.A. (L) (Vice-Chair)

Bancroft, J.T. (C)	Jones, P.T. (C)
Beach, A. (Ind.)	Kruskonjic, P. (C)
Buttery, M.S. (C)	Preece, J.P.T.L. (L)
Elson, J. (CCI&G)	Prestwood, J. (L)
Frew, C.L. (C)	Thompson, S.L. (C)
Kenny, B. (C)	

Conservative Sub= Theodorou, P.C.	Labour Sub= Thornley, S.J.	Chase Community Inds. & Green Sub= Crabtree, S.K.
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Responsible Council Scrutiny Committee (13 Members)

McMahon, J.B. (C) (Chair)
Johnson, T.B. (L) (Vice-Chair)

Arduino, L. (C)	Muckley, A.M. (CCI&G)
Frew, C.L. (C)	Prestwood, J. (L)
Hoare, M.W.A. (C)	Theodorou, P.C. (C)
Jones, P.G.C. (C)	Wilson, L.J. (C)
Kraujalis, J.T. (L)	Woodhead, P.E. (CCG&I)
Molineux, G.N. (LD)	

Conservative Sub= Lyons, N.	Labour Sub= Pearson, A.R.	Chase Community Inds. & Green Sub= Dunnett, M.J.	Liberal Democrats Sub= Fisher, P.A.
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Planning Control Committee (15 Members)

Thompson, S.L. (C) (Chair)
Beach, A. (Ind.) (Vice-Chair)

Cartwright, S.M. (L)	Kruskonjic, P. (C)
Crabtree, S.K. (CCI&G)	Muckley, A.M. (CCI&G)
Fisher, P.A. (LD)	Pearson, A.R. (L)
Fitzgerald, A.A. (C)	Thornley, S.J. (L)
Hoare, M.W.A. (C)	Wilson, L.J. (C)
Jones, V. (C)	Vacant x1
Kenny, B. (C)	

Conservative Sub= Buttery, M.S.	Labour Sub= Kraujalis, J.T.	Chase Community Inds. & Green Sub= Elson, J.	Liberal Democrats Sub= Molineux, G.N.
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Licensing and Public Protection Committee (10 Members)

Arduino, L. (C) (Chair)
Cartwright, S.M. (L) (Vice-Chair)

Dunnett, M.J. (CCI&G)	Kenny, B. (C)
Fisher, P.A. (LD)	Kruskonjic, P. (C)
Jones, B. (C)	Thornley, S.J. (L)
Jones, P.T. (C)	Wilson, L.J. (C)

Conservative Sub= Frew, C.L.	Labour Sub= Pearson, A.R.	Chase Community Inds. & Green Sub= Woodhead, P.E.	Liberal Democrats Sub= Molineux, G.N.
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Standards Committee (7 Members + Parish / Town Council Representatives (x8))

Theodorou, P.C. (C) (Chair)
Preece, J.P.T.L. (L) (Vice-Chair)

Elson, J. (CCG&I)	Thompson, S.L. (C)
Johnson, P. (L)	Wilson, L.J. (C)
Jones, B. (C)	

Appeals and Complaints (5 Members)

Conservative (3)	Labour (1)	Independent (1)
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Constitution Working Group (6 Members)

Boucker, A.S. (C)	Muckley, A.M. (CCG&I)
Johnson, T.B. (L)	Newbury, J.A.A. (L)
Jones, P.G.C. (C)	Sutherland, M. (C)

Cannock Chase Council
Minutes of the Extraordinary Meeting of the Council
Held in the Council Chamber, Civic Centre, Cannock
On Wednesday 7 December 2022 at 6:00 p.m.

Part 1

Present: Councillors:

Jones, P.G.C. (Vice-Chair)

Arduino, L.	Kenny, B.
Boucker, A.S.	Kraujalis, J.T.
Elson, J.S.	Kruskonjic, P.
Fisher, P.A.	Lyons, N.
Fitzgerald, A.A.	McMahon, J.B.
Frew, C.L.	Molineux, G.N.
Haden, P.K.	Muckley, A.M.
Hoare, M.W.A.	Newbury, J.A.A.
Hughes, R.J.	Pearson, A.R.
Johnson, J.P.	Preece, J.P.T.L.
Johnson, P.	Prestwood, J.
Johnson, T.B.	Theodorou, P.C.
Jones, B.	Thompson, S.L.
Jones, P.T.	Wilson, L.J.
Jones, V.	

51. Apologies

Apologies were submitted for Councillors M.S. Buttery (Chair), A. Beach, J.T. Bancroft, S.M. Cartwright, A.J. Dunnett, O. Lyons (Leader)*, M. Sutherland, S.J. Thornley, and P.E. Woodhead. Councillor S.K. Crabtree was absent from the meeting.

In the absence of the Chair, the meeting was chaired by Councillor P.G.C. Jones (Vice-Chair).

**The Leader joined the meeting remotely due to having tested positive for Covid-19 to introduce two reports. Due to not being able to attend in person, the Leader did not move, take part in debate, or vote on any matters.*

52. 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.

53. Appointment of Section 151 Officer

Consideration was given to the Report of the Leader of the Council (Item 3.1 - 3.2).

Resolved:

That Chris Forrester, s151 Officer and Deputy Chief Executive, be appointed as the Section 151 Officer for Cannock Chase District Council.

Due to not being able to attend in person, the Leader introduced the report, but did not move, take part in the debate, or vote on this item.

54. Shared Services Business Case

Consideration was given to the Report of the Leader of the Council (Item 4.1 - 4.82).

Resolved:

That

(A) The wider sharing of services be approved, including a shared Chief Executive and Leadership Team, i.e., option 1 as set out in the business case (attached as Appendix 1 to the Report). All services to be shared, with the exception of:

- Housing services that are funded by the Housing Revenue Account at Cannock Chase Council.
- The management of the Housing Registers for both Councils; and
- The management and delivery of Elections (a collaborative model would be developed, with consideration given to sharing at a later date).

(B) The following also be approved:

(i) The Senior Management Structure set out at section 9 of the business case that comprises:

- 1x Chief Executive (Head of Paid Service)
- 2x Deputy Chief Executives (one of which to be the s151 Officer), and
- 7x Heads of Service (one of which to be the Monitoring Officer).

This would give rise to a financial saving of £88,000 (6.7%) at current salary rates.

The shared senior management structure should be put into place as quickly as possible with a target start date of 1 April 2023.

(ii) The delegation of authority to the Chief Executive in consultation with the Leaders of Cannock Chase District Council and Stafford Borough Council to finalise the terms and conditions of employment for the Chief Officers comprising the senior management structure.

- (iii) The creation of a joint appointments committee for elected members of Cannock Chase District Council and Stafford Borough Council to make appointments to vacant posts on the shared management team.
 - (iv) The commencement of the recruitment process for the new Deputy Chief Executive - Place.
 - (v) The governance arrangements for overseeing the implementation and ongoing oversight of shared services set out in section 11 of the business case. This includes establishing:
 - A Joint Strategic Shared Services Board, and
 - A Joint Operational Shared Services Board.
- (C) For the transitional period from the date of the Council decision until the new shared services arrangements come into effect, the following also be approved:
- (i) The ongoing sharing of the Chief Executive.
 - (ii) The continuation of the interim Deputy Chief Executive arrangements at Cannock Chase District Council and Stafford Borough Council in order to provide adequate cover and a mechanism in relation to conflicts of interests whilst the arrangements for sharing services are put into place.
 - (iii) That Judith Aupers, Interim Deputy Chief Executive, remain as the Returning Officer for the May 2023 elections.
 - (iv) That the non-decision-making Shared Services Board continue to consider any matters that arise in the interim.
 - (v) That the Head of Law and Administration, together with the interim Head of Human Resources, in consultation with the Leaders of Cannock Chase District Council and Stafford Borough Council, are authorised to finalise the necessary legal and HR arrangements in relation to the above recommendations.

Due to not being able to attend in person, the Leader introduced the report, but did not move, take part in the debate, or vote on this item.

The meeting closed at 6:38 p.m.

Chair

Report of:	Leader of the Council
Contact Officer:	Ian Curran
Contact Number:	01785 619 220
Portfolio Leader:	Leader of the Council
Key Decision:	No
Report Track:	Council: 18/01/23

Council
18 January 2023
Joint Appointments Committee

1 Purpose of Report

- 1.1 To agree the terms and composition of the Joint Appointments Committee to consider appointments to the shared senior management team.

2 Recommendation(s)

- 2.1 That a Joint Appointments Committee be set up in accordance with the terms of reference set out in the APPENDIX.
- 2.2 That Council appoint three members to the committee in accordance with the agreed terms of reference.
- 2.3 That Council agree that it will allow any members of the senior management team employed by it to be placed at the disposal of Stafford Borough Council for the purpose of carrying out any functions agreed under shared service arrangements.

3 Key Issues and Reasons for Recommendations

Key Issues

- 3.1 At its 7th December 2022 meeting, the Council agreed to the sharing of a Senior Management Team and the creation of a joint appointments committee to make appointments to vacant posts on the shared management team.

Reasons for Recommendations

- 3.3 As the Joint Appointments Committee will be a decision-making committee, terms of reference, and membership, will need to be agreed by Council and published within the Constitution.

4 Relationship to Corporate Priorities

- 4.1 Priority 4: The appointment of senior management is a critical to being a responsible council.

5 Report Detail

- 5.1 The Council considered the Business Case for a Shared Senior Leadership Team, and the wider sharing of services, at its meeting on 7th December 2022. It agreed to proceed with the proposals, and a similar decision was made by Stafford Borough Council on 6th December.
- 5.2 Both Councils currently have separate processes for the appointment of Chief Officers which are defined within the Constitution. In both cases a separate Appointments Panel is convened and is responsible for making the appointment. As the senior management team will now be shared, both Councils agreed that a Joint Appointments Committee should be established for appointments to roles on the senior management team.
- 5.3 It is intended that the employment of Chief Officers will be split across the two Councils. It is therefore considered logical for the employing authority to take the lead in the recruitment and selection process.
- 5.4 The Business Case suggested that the Committee should include a maximum of 3 members from each Council (equating to a maximum overall committee size of 6 members). This would enable the committee to form a sensibly sized interview and selection panel for each candidate. It is proposed that the Leader of the employing authority (or their substitute Cabinet Member) chairs the committee.
- 5.5 The Council has already agreed to commence the recruitment process for the new Deputy Chief Executive (Place) role, and agreed a possible target date for the new senior management structure of 1st April 2023. Therefore, it is necessary to establish the joint appointments committee as soon as possible.
- 5.6 The Business Case set out the legal basis for sharing officer resources, including the use of Section 113 of the Local Government Act 1972 to second officers to other authorities. Each Council delegates certain functions to its Chief Officers under its own scheme of delegation. For the purpose of sharing, it is therefore important for the employing authority to place its Chief Officers at the disposal of the other authority for the purpose of carrying out decision making functions under its scheme of delegation.

6 Implications

6.1 Financial

None.

6.2 Legal

As set out in the report

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: Cannock Chase District Council and Stafford Borough Council Joint Appointments Committee.

Previous Consideration

None.

Background Papers

Report to Extraordinary Council - 7 December 2022 - Shared Services Business Case.

**Cannock Chase District Council and Stafford Borough Council
Joint Appointments Committee**

Constitution

The Joint Appointments Committee shall be a joint committee of Cannock Chase District Council and Stafford Borough Council, established in accordance with Section 102 (1) (b) of the Local Government Act 1972.

The Joint Appointments Committee shall comprise of Six Members, including the respective Leaders of both councils plus two members appointed by Cannock Chase District Council and two members appointed by Stafford Borough Council.

Appointments shall be made in accordance with the Local Government (Committees and Political Groups) Regulations 1990.

Terms of Reference

Appointment of Joint Chief Officers:

- (i) Subject to (ii) below, to undertake and determine on behalf of the councils all aspects of the process for the recruitment and selection of Joint Chief Officers, including final approval of the terms and conditions of employment (based on current provisions) for that post.
- (ii) The final decision as to the appointment of the joint Chief Executive, Section 151 Officer and Monitoring Officer shall be reserved to full meetings of both councils, and subject to no material or well-founded objection to the making of an offer of appointment being received by either Leader on behalf of their respective executives

Delegation

The Joint Appointments Committee shall have delegated power to act on any matter within its terms of reference which may be lawfully delegated to it.

Quorum: 3 (subject to each council being represented at a meeting by at least 1 member).

Host Chair: The Joint Appointments Committee shall be chaired by the Leader of the council (or substitute Executive member) who will act as the employer of the relevant Chief Officer.

Substitutes: Substitutes shall be allowed as notified in advance by the relevant Group Leader, provided that there must be at least one member of the Executive of each Council present.

Voting: Any matter will be decided by a simple majority of those members of the Joint Appointments Committee present and voting at the time the question was put. A vote shall be taken either by show of hands or, if there is no dissent, by the affirmation of the meeting. In the event of a tie in voting, the Host Chair will have a second and casting vote.

Frequency of Meetings: Meetings of the Joint Appointments Committee will be convened by the Chief Executive, or the Monitoring Officer, as required.

Report of:	Head of Governance & Corporate Services
Contact Officer:	Steve Partridge
Contact Number:	01543 464 588
Portfolio Leader:	Leader of the Council
Report Track:	Council: 18/01/23

Council

18 January 2023

**Local Boundary Review Working Group Proposals to the
Local Government Boundary Commission for England for a
New Pattern of Wards in Cannock Chase**

1 Purpose of Report

- 1.1 To present for consideration proposals to be forwarded to the Local Government Boundary Commission for England (LGBCE) in respect of ward boundaries and names in response to the Commission's proposals for a new pattern of wards in the District.

2 Recommendation(s)

- 2.1 That the proposals detailed in paragraph 5.3 be approved for recommendation to the Local Government Boundary Commission for England as a Council submission in response to the Commission's proposals for a new pattern of wards in Cannock Chase.

3 Key Issues and Reasons for Recommendations

Key Issues

- 3.1 During the summer, the LGBCE undertook an initial consultation process seeking views on local communities to help inform their process for determining a new pattern of wards for the District.
- 3.2 A Local Boundary Review Working Group was set up to determine a Council proposal. While it wasn't possible to achieve full consensus on all the proposed wards / boundaries, there was a large degree of consistency which enabled a "majority" set of proposals to be agreed. The proposal was agreed by Council on 20 July 2022.
- 3.3 The outcome of the consultation, and the Commission's accompanying proposals, were published in late November 2022.

- 3.4 A fresh consultation on the proposals opened on 29 November 2022 and runs until 6 February 2023.
- 3.5 The Local Boundary Review Working Group met on 4 January 2023 to consider the LGBCE proposals and have reached a “majority view” on comments to be fed back as part of the consultation process. These primarily relate to proposed names for the three new Cannock wards and proposed changes to 2 ward boundaries

Reason for Recommendation

- 3.6 To provide Council consensus proposals, where this is possible, to the LGBCE in respect of ward boundaries and ward names as part of the next phase of the Commission’s review of electoral arrangements for the District.

4 Relationship to Corporate Priorities

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

5 Report Detail

- 5.1 As with the initial consultation phase, the Local Boundary Review Working Group met to consider the proposals and seek areas of consensus in order that a Council submission for this stage could be prepared. The meeting took place on Wednesday 4 January 2023. Conservative, Labour, and Liberal Democrat members were present, with apologies having been submitted from members of the Chase Community Independents & Green Group.
- 5.2 The Group considered in turn boundary changes suggested by the Commission in: Cannock South/West; Cannock North/West; Cannock South/Hawks Green; Cannock West/Hawks Green; and Hawks Green/Heath Hayes East & Wimblebury. The Group also discussed ward names.
- 5.3 Majority / full consensus support was given to the following:
- Cannock South / West - moving the proposed Manor Avenue / Danilo Road / Newhall Street / High Green Court boundary up to the southern side of Park Road, to its junction with Dartmouth Road. This would bring the Cannock town centre area entirely within the Cannock South ward and have minimal impact in terms of elector numbers given the small number of residential properties within the area concerned.
 - Cannock North / West - Sankey Road, Hardie Green, and Smillie Place be moved into Cannock North ward (currently proposed to be in Cannock West ward). The proposed boundary line be moved to Common Lane / Heath Gap Road / Cannock Road, up to the junction with Old Fallow Road. The reason for this proposal is that residents in these areas strongly identify with the Chadsmoor community and this is borne out by their proximity to the centre of Chadsmoor (0.3 of a mile). This is consistent with the original Council proposal submitted to the LGBCE.

- Ward names:
 1. Chadsmoor (instead of Cannock North)
 2. Cannock Park and Old Fallow (instead of Cannock West)
 3. Cannock, Longford and Bridgtown (instead of Cannock South) - one objection was raised to this proposed name change.
- 5.4 Other points raised were:
- Cannock South / West - support was given to the LGBCE's proposal that the boundary line at the edge of the District move to Longford Road and Gorsey Lane.
 - Cannock South / Hawks Green - reluctant support was given to the LGBCE's proposals to move the Rumer Hill estate into the Hawks Green ward from Cannock South ward. It was noted that residents on the estate were unlikely to identify with Hawks Green but understood it had been proposed to improve electoral variance in that part of the District.
 - Cannock West / Hawks Green - concern was raised about the proposal to move Pebble Mill Drive and adjoining roads into Hawks Green given that residents were more likely to identify with living in a 'Cannock' ward. No consensus view was however reached on this matter.
 - Hawks Green / Heath Hayes East and Wimblebury - concern was raised about the proposal to move Badgers Way and adjoining roads into Heath Hayes East and Wimblebury given that the proposed Hawks Green ward would have a -8% variance from the projected electorate average. No consensus view was reached on this matter either.
 - Ward names - support was given to the LGBCE's proposals for the following:
 - Brereton & Ravenhill, Etching Hill & The Heath, Western Springs.
 - Hednesford Green Heath, Hednesford Hills & Rawnsley, Hednesford Pye Green.
 - Hawks Green, Heath Hayes & Wimblebury.
 - Norton Canes.
- 5.5 A further issue was raised that at parish level, the existing Old Heath Hayes parish ward would be subsumed into Wimblebury parish ward. It was considered that Wimblebury had its own identity and therefore should be recognised separately from Heath Hayes as a parish ward. The Group noted this issue could be addressed as part of a future Community Governance Review.
- 5.6 As previously, all proposals are judged on their merits regardless of who they are from, and each is given equal weight. Thus, a proposal submitted by the Council as a whole will carry the same weight as one submitted by a political group, or an individual Councillor, or member of the public. The LGBCE encourages all interested parties to have their say, and there is nothing to prevent an individual Councillor or member of the public; political group; parish council; or community association from submitting their own views.
- 5.7 The Commission's final report is expected to be published on 9 May 2023.

6 Implications

6.1 Financial

None.

6.2 Legal

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

6.3 Human Resources

None.

6.4 Risk Management

None.

6.5 Equality & Diversity

None.

6.6 Climate Change

None.

7 Appendices to the Report

None.

Previous Consideration

Local Boundary Review Working Group Proposals to LGBCE for Initial Consultation - Report to Council - 20 July 2022.

Background Papers

[LGBCE Draft Recommendations Report on New Electoral Arrangements for Cannock Chase - November 2022](#)