

CANNOCK CHASE COUNCIL

COUNCIL MEETING

WEDNESDAY, 24 AUGUST, 2016 AT 4.00 P.M.

COUNCIL CHAMBER, CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

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

1. Apologies

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

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

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

3. Minutes

To confirm the Minutes of the Council Meeting held on 6 July, 2016, Minute No's. 14 – 28; Page No's. 10 – 17.

4. The Chairman's Announcements and Correspondence

5. Changes to Membership of Committees

To receive notification from Group Leaders of changes to Committees' membership which require approval by Council.

6. Questions in Accordance with Rule 8

No Questions have been submitted in accordance with Rule 8.

7. Part 1 Minutes of Cabinet, Committees and Panels

To receive for information details of resolutions in respect of powers and duties delegated by the Council in Part 1 Minutes of the following Cabinet, Committees, and Panels:

- (a) Cabinet
 - (i) 16 June, 2016
Minutes: 1 – 14
Page Nos.: 1 – 9

- (b) Planning Control Committee
 - (i) 8 June, 2016
Minutes: 1 – 7
Page Nos.: 1 – 3
 - (ii) 29 June, 2016
Minutes: 8 – 15
Page Nos.: 4 – 9
 - (iii) 20 July, 2016
Minutes: 16 – 22
Page Nos.: 10 – 13

- (c) Better Jobs and Skills Scrutiny Committee
 - (i) 5 April, 2016
Minutes: 20 – 24
Page Nos.: 20 – 26

- (d) Community Safety Scrutiny Committee
 - (i) 14 April, 2016
Minutes: 21 – 24
Page Nos.: 13 – 15

- (e) Customers and Corporate Scrutiny Committee
 - (i) 4 April, 2016
Minutes: 19 – 23
Page Nos.: 14 – 16

- (f) Environment Scrutiny Committee
 - (i) 20 April, 2016
Minutes: 23 – 28
Page Nos.: 22 – 27

- (g) Health Scrutiny Committee
 - (i) 19 April, 2016
Minutes: 48 – 54
Page Nos.: 31 – 33

- (h) Housing Scrutiny Committee
 - (i) 12 April, 2016
Minutes: 20 – 25
Page Nos.: 16 – 21

- (i) Licensing & Public Protection Committee
 - (i) 27 April, 2016
Minutes: 26 – 31
Page Nos.: 18 – 19

8. Recommendations Referred from Cabinet, Committees etc.

None.

9. Motion(s) Received under Rule 6

No Motions have been submitted in accordance with Rule 6.

10. Amendments to the Membership of Committees and Other Bodies

Report of the Managing Director (Item 10.1 – 10.4).

11. Exclusion of the Public

The Chairman to propose the following motion:-

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

CANNOCK CHASE COUNCIL

COUNCIL MEETING

WEDNESDAY, 24 AUGUST, 2016 AT 4.00 P.M.

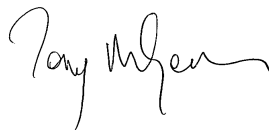
COUNCIL CHAMBER, CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 2

12. Part 2 Minutes of Cabinet, Committees and Panels

To receive for information details of resolutions in respect of powers and duties delegated by the Council in Part 2 Minutes of the following Cabinet, Committees and Panels:-

- (a) Cabinet
 - (i) 16 June, 2016
Minutes: 15
Page Nos.: 10 – 11



T. McGovern,
Managing Director

Civic Centre,
Beecroft Road,
Cannock
WS11 1BG

16 August, 2016

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 CIVIC CENTRE, BEECROFT ROAD, CANNOCK
AT 4.00 P.M., WEDNESDAY, 6 JULY, 2016
PART 1

PRESENT: Councillors:

Stretton, Mrs. P.Z., M.B.E. (Chairman)
Dudson, A. (Vice Chairman)

Adamson, G.	Kraujalis, J.T.
Alcott, G.	Lea, C.I.
Allen, F.W.C.	Martin, Mrs. C.E.
Bennett, C.	Mitchell, Mrs. C.
Buttery, M.S.	Molineux, G.N.
Cartwright, Mrs. S.M.	Peake, Mrs. C.L.
Christian, Miss J.	Pearson, A.R.
Davis, Mrs. M.A.	Preece, J.P.T.L.
Dean, A.	Smith, C.D.
Dudson, Miss M.J.	Snape, P.A.
Foley, D.	Sutherland, M.
Freeman, Miss M.A.	Sutton, Mrs. H.M.
Grice, Mrs. D.	Todd, Mrs. D.M.
Grocott, M.R.	Witton, P.T.
Johnson, J.P.	Woodhead, P.E.
Johnson, T.B.	

14. Apologies

Apologies for absence had been submitted by Councillors Mrs. A. Allt; J. Bowater; G. Burnett; Miss J. Cooper; W.T.A. Hardman; M.W.A. Hoare; D.J. Snape; and Miss S. Whitehouse.

15. 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.

16. Minutes

RESOLVED:

That the Minutes of the meeting held on 25 May, 2016, be approved as a correct record and signed. (It was noted that Councillors Miss J. Christian and Mrs. C. Martin were shown as being present, when they were absent and apologies had been submitted and recorded to this effect.)

17. The Chairman's Announcements and Correspondence

(i) Minute's Silence

The Chairman asked all Members to stand and join her in a minute's silence to pay respects to Labour MP Jo Cox who tragically died on 16 June after being attacked in her constituency; to the victims of the terrorist attack on Turkey's Istanbul's airport on 28 June where 44 people died; and to the 28 people who were killed on 1 July following an attack on the Dhaka Café in Bangladesh.

(ii) Chairman's Charity Collection Box

The Chairman advised that the charity collection box was circulating for Members to make a donation. She reported that at the meeting held on 25 May, 2016, a total of £27.52 was collected, and she thanked Members for their donations.

(iii) Civic Service

The Chairman reminded Members that they should have received an invitation to her Civic Service on Sunday 17 July at St. James the Great Church, Norton Canes followed by a reception in Norton Canes Community Centre. Members were asked to reply to the invitation by Friday, 8 July, and the Chairman said she hoped they were all able to attend.

18. Question(s) in Accordance with Rule 8

No questions had been submitted in accordance with Rule 8.

19. Part 1 Minutes of Cabinet, Committees and Panels

RESOLVED:

That the Part 1 Minutes of the following Cabinet, Committees and Panels be adopted and any recommendations be approved and decisions implemented following the expiry of any call-in period:-

(a) Cabinet – 24 March and 21 April, 2016

Civic Centre Car Park (Minute 97)

In response to an enquiry, the Leader of the Opposition was advised that at the Planning Control Committee would be considering an application on 20

July, 2016.

Department for Transport / West Midlands Rail Consultation – West Midlands Rail Franchise, December 2015 and Chase Line ‘Gateway’ Stations Upgrade (Minute 100)

Members expressed their disappointment that, while electrification of the Chase Line would be completed by the end of 2017, replacement rolling stock would not be available for a further 12 months. Concern was expressed and it was suggested that Council should write to London Midland; Network Rail; Centro / West Midlands Integrated Transport Authority (WMITA); the Department for Transport and other suitable bodies, highlighting the upcoming Mill Green development and the need for (i) suitable rolling stock; and (ii) upgraded stations, particularly at Cannock, capable of handling the increased passenger numbers.

Members were also critical of the franchise operator for not being more pro-active in preventing fare dodging.

Establishment of a Property Partnership (Minute 113)

The Leader of the Opposition asked what progress had been in establishing a property partnership. The Chairman advised that the mechanics were being examined.

- (b) Planning Control Committee – 23 March, 13 April, 4 and 18 May, 2016
- (c) Better Jobs and Skills Scrutiny Committee – 8 March, 2016
- (d) Community Safety Scrutiny Committee – 9 March, 2016
- (e) Customers and Corporate Scrutiny Committee – 22 February, 2016
- (f) Environment Scrutiny Committee – 24 February, 2016

Waste Containers Left on Streets (Minute 20)

Members asked for a level of understanding in respect of a small number of households, particularly in Cannock Road, Chadsmoor, where a number of terraced properties and residents did not have direct / easy access to the rear of their properties, which would require them taking bins through the house in order to get them off the street. To this end, Officers were consulting with affected residents with a view to finding an alternative solution, such as smaller bins, or the use of bags or boxes instead. Other Members expressed concern at the general nuisance caused to others, particularly the elderly or mothers with pushchairs, where bins were left on the street.

- (g) Health Scrutiny Committee – 14 March, 2016

Healthwatch Staffordshire – Update (Minute 46)

The Leader of the Council expressed concern that Healthwatch Staffordshire appeared to focus its resources on the North of the county, and the district was suffering detriment as a result.

- (h) Housing Scrutiny Committee – 7 March, 2016
- (i) Scrutiny Committee (Transitional) – 15 March, 2016
- (j) Licensing & Public Protection Committee – 10 March, 2016
- (k) Audit & Governance Committee – 31 March, 2016

20. Recommendations Referred from Cabinet, Committees etc.

Consideration was given to the following recommendations to Council considered by:

- (i) Cabinet at its meeting on 16 June, 2016, in respect of:

Community Infrastructure Levy – Updated Regulation 123 List (Minute No.12)

“That the updated Regulation 123 List, as attached to Appendix A of the Cabinet report, be adopted and approved for publication on the Council’s website, replacing the previous version attached at Appendix B to the same report, subject to final agreement on the S106 Agreement for the Mill Green Outlet Village.”

RESOLVED:

That the updated Regulation 123 List, as attached to Appendix A of the 16 June, 2016 Cabinet report, be adopted and approved for publication on the Council’s website, replacing the previous version attached at Appendix B to the same report, subject to final agreement on the S106 Agreement for the Mill Green Outlet Village.

- (ii) Scrutiny Committee (Transitional) at its meeting on 15 March, 2016, in respect of:

Review of Scrutiny Toolkit (Minute No.13)

“That Council be asked to approve that a written annual report detailing the objectives achieved by the Scrutiny Committees during the preceding 12 months be submitted to Council each year for consideration (the first such report to be submitted to a Council meeting to be held in Spring/Summer 2017.”

RESOLVED:

That a written annual report detailing the objectives achieved by the Scrutiny Committees during the preceding 12 months be submitted to Council each year for consideration (the first such report to be submitted to a Council meeting to be held in Spring/Summer 2017).

21. Motion(s) Received under Rule 6

Consideration was given to the following Motion submitted under Rule 6 by Councillor P. Woodhead, which was seconded and debated:

“In the interests of transparency and to improve engagement with our communities. That members suspend the constitution rules which preclude the recording of proceedings during any council meeting by members (Part 4, Section 27, Paragraph 23 – the words “Other than a member of the council”) as a

standing order of business (under Part 4, Section 27, paragraph 24) then further to investigate and implement a permanent, cost effective solution to record and broadcast all public meetings.”

The Leader of the Council advised that Officers had previously made enquiries in respect of equipping the Chamber with audio visual facilities including recording / broadcasting of debates, voting etc. Unfortunately, the overall cost would be too prohibitive in light of the Council’s current financial situation.

The Leader then proposed an alternative Motion, which was seconded and debated, that:

“This Council fully supports transparency in its dealings. However, due to the financial constraints that the Council is operating under, particularly following the closure of Rugeley Power Station, that no further action is taken in respect of broadcasting and recording of public meetings.

The Council further agrees that the Constitutional Working Party be requested to re-examine the Constitution with regard to the broadcasting and recording of proceedings by Members.”

The Amended Motion was carried.

RESOLVED:

That this Council fully supports transparency in its dealings. However, due to the financial constraints that the Council is operating under, particularly following the closure of Rugeley Power Station, that no further action is taken in respect of broadcasting and recording of public meetings.

The Council further agrees that the Constitutional Working Party be requested to re-examine the Constitution with regard to the broadcasting and recording of proceedings by Members.”

22. Amendments to the Membership of Committees and Other Bodies

Consideration was given to the Report of the Managing Director (Item 9.1 to 9.3 of the Official Minutes of the Council).

RESOLVED:

That the membership of the Council’s Planning Control Committee, as previously agreed, be amended to remove Councillor Mrs. C. Martin, to be replaced by Councillor Mrs. D. Grice.

23. Representatives on Outside Bodies 2016-17

Consideration was given to the Report of the Managing Director (Item 10.1 to 10.3 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) Councillor Ms. M.A Freeman be appointed as the Council's representative on the West Midlands Combined Authority's Audit Committee for the 2016/17 Municipal year.
- (B) Councillor M. Sutherland be appointed as the Council's substitute representative on the West Midlands Combined Authority's Audit Committee for the 2016/17 Municipal year.

24. Annual Treasury Management Report 2015-16

Consideration was given to the Report of the Head of Finance (Item 11.1 to 11.8 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The Annual Treasury Management report for 2015/16 be noted.
- (B) The actual 2015/16 prudential and treasury indicators as set out in Appendix 1 to the report be approved.

25. Review of Taxi and Private Hire Licensing Policy

Consideration was given to the Report of the Head of Environmental Health (Item 12.1 to 12.70 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The Hackney Carriage/Private Hire Driver, Vehicle & Operator Licensing Policy, as attached at Appendix 1 to the report be approved.
- (B) The Head of Environmental Health be authorised to determine the mechanisms for implementation of all driver training requirements within the Policy.
- (C) The Head of Environmental Health be authorised to make any amendments to the Policy required due to changes in legislation or government guidance and minor variations to the Policy in the interests of service improvement.

26. Heritage Trail Bridge Rebuild, Rising Brook, Rugeley – Request to Allocate Capital Funding

Consideration was given to the Report of the Head of Economic Development (Item 13.1 to 13.7 of the Official Minutes of the Council).

The Corporate Improvement moved an amendment to the recommendation, which was seconded.

RESOLVED:

That capital expenditure of up to £100,000 be allocated towards the reinstatement of the Cannock Heritage Trail Bridge over the Rising Brook, Rugeley, subject to agreement in advance by the Head of Economic Development and the Head of Finance in consultation with the Corporate Improvement Portfolio Leader.

27. Exclusion of the Public

RESOLVED:

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

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE COUNCIL
HELD IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
AT 4.00 P.M., WEDNESDAY, 6 JULY, 2016
PART 2

28. Part 2 Minutes of Cabinet, Committees and Panels

RESOLVED:

That the Part 2 Minutes of the following Cabinet, Committees and Panels be adopted and any recommendations be approved and decisions implemented following the expiry of any call-in period:-

- (a) Cabinet – 24 March, 2016
- (b) Better Jobs and Skills Scrutiny Committee – 8 March, 2016

The meeting closed at 5.20 p.m.

CHAIRMAN

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CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CABINET

HELD ON THURSDAY 16 JUNE 2016 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors:

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

1. Apologies

Apologies were submitted for Councillors Mrs. C. Mitchell, Culture and Sport Portfolio Leader and J.P.T.L. Preece, Environment Portfolio Leader.

Apologies were also noted for Mr A. Welch, Council Solicitor and Monitoring Officer.

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

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

3. Updates from Portfolio Leaders

Crime and Partnerships

- Police recruitment – the Portfolio Leader reported that he had recently held a conversation with the Chief Constable of Staffordshire Police regarding police recruitment numbers in the County, who had advised that they were overwhelmed with interest from people wanting to join.
- Promotion Boards – the Portfolio Leader reported that elected members were now becoming involved in police 'promotion boards' with the purpose

of opening up transparency of appointing police officers to senior roles.

Culture and Sport

The Leader delivered the following updates on behalf of the Culture and Sport Portfolio Leader:

- Cannock Stadium – works have been completed on the Multi-Use Games Area other than the electric connection for the lighting and CCTV column which were due to be installed in July.

A landscape architect was currently working the Phase 1 design with tenders then to be issued for the pathways, lighting, community allotments, green gym equipment, BMX trail and adventure play area.

- Artificial Grass Pitch (AGP), Bradbury Lane – both contractors have been appointed for this project (James Wilkes Ltd for the Pavilion and Lano Sports for the AGP) with works due to start by the end of June and completion scheduled towards the end of 2016.
- Hednesford Park – works on the Pavilion were completed other than the snagging items. The gas meter was still to be fitted in the Pavilion and the connection to the CCTV cameras was awaiting BT installation. Work was well underway on the new skate park, which was due to be completed by the end of June.

Economic Development and Planning

- Jobs Fair – the Portfolio Leader reported on the success of the Council's job fair held on 19 May, 2016, at which over 350 job seekers were in attendance and thanked the Economic Development team for arranging it.
- Arriva Bus Issues – the Portfolio Leader reported that Arriva had removed from service, without consultation, the Sapphire buses which served the 25/26 route and replaced them with older buses. Additionally, the service frequency for the route had been scaled back from every 12mins to every 15mins, also without consultation. He advised that a press release would be issued expressing disgust and disappointment with these changes and how they were handled.

4. Minutes of Cabinet Meeting of 21 April, 2016

RESOLVED:

That the Minutes of the meeting held on 21 April, 2016, be approved as a correct record and signed.

5. Forward Plan

The Forward Plan of Decisions for the period June to August, 2016 (Item 5.1 – 5.2 of the Official Minutes of the Council) was considered.

RESOLVED:

That the Forward Plan of Decisions for the period June to August, 2016 be noted.

6. Recommendations of Scrutiny Committees

None received.

7. Annual Performance Review of Wigan Leisure & Culture Trust 2015-16

Consideration was given to the Report of the Head of Commissioning (Item 7.1 – 7.59 of the Official Minutes of the Council).

RESOLVED:

That the performance of Wigan Leisure and Culture Trust (WLCT) in delivering the Culture and Leisure Services for the period 1 April, 2015 to 31 March, 2016, be noted.

Reasons for Decision

This annual performance review was an integral part of the Council's contract monitoring arrangements with WLCT, enabling the Council to review the Trust's performance and commitments set out in the contract and method statements.

Appendix 1 attached to the report provided a detailed breakdown of WLCT's performance against performance targets for the year 1st April 2015 to 31st March 2016.

This was the fourth year of the 10 year contract and a strong relationship was being built between the Council and WLCT with both partners adopting a cooperative approach to performance monitoring and a mutual commitment to meeting challenges (known and evolving), business requirements and adapting to changing circumstances.

During 2014-15 WLCT re-branded and were now operating under the new title of "Inspiring Healthy Lifestyles". This transition will happen over time with regard to new signage etc but Members and customers will notice changes to promotional material at all sites across the district. For the purposes of this report WLCT was used to describe "Inspiring Health Lifestyles".

There were a number of key achievements during 2015-16:-

- A total of 69 performance measures and targets were monitored and a number of other measures used for which there was no comparator or baseline data available. WLCT had met or exceeded performance in 55 (80%) of its targets and not met target in 14 (20%), albeit that 2 (3%) were within the 5% tolerance threshold. The other 12 (17%) were considered red.
- The Council's culture and leisure facilities and services continued to be used extensively, with annual attendances and visits in excess of 942,000.
- WLCT were successful in raising general participation levels at both leisure facilities with 808,689 visits made during the year, demonstrating an increase of 3% (783,811 visits) when compared to last year.
- The number of junior visits increased by 1% at Chase Leisure Centre and by 3% at Rugeley when compared to last year.
- Swimming lesson usage continued to increase at both centres. Chase Leisure Centre saw an increase of 13.8% and Rugeley Leisure Centre an increase of 1% when compared to last year.
- Memberships increased significantly by 10% from 7,002 Members at the

start of the year to 7,732 at the end of March 2016.

- Concessionary card holders also increased by 10% from 3,839 to 4,225.
- Health based Activity Usage at both centres increased significantly following the launch of the MacMillan Active Cancer programme. Visits at Chase Leisure Centre increased by 19% and at Rugeley Leisure Centre by 97%.
- Cannock Park Golf Course enjoyed another consistent year with 23,377 rounds being played and preparations underway for the introduction of Foot golf during 2016-17.
- The coffee shop at the Museum was refurbished in July and re-named "Space on the Chase"
- A number of high profile and successful events at the Museum of Cannock Chase attracted interest from within and beyond the district. These included the "A Literary Landscape", Tolkein Exhibition highlighting the author's time spent on the Chase during World War 1, the Star wars Event and the Woodland Murder Mystery
- The Open day showcasing a range of activities at Chase Leisure in September 2015 again proved popular with around 1,000 people attending.
- Although WLCT were not contracted to make any investment this year they continued to make and support improvements to the Council's facilities with over £148k being invested at Chase Leisure Centre (new boiler), Rugeley Leisure Centre (changing room refurbishment and boiler repairs) and the Museum of Cannock Chase (Re-decoration in public areas and replacement flooring).
- Use of the Artificial Turf Pitch (ATP) at Rugeley Leisure Centre continued to increase with over 31,000 annual visits made this year, representing a 28% increase.
- Community Wellbeing Arts and Staffordshire County Council with their Well Active Project were nominated and won the Community Impact Award at the 2016 National Sports Awards.
- Continuation of free leisure memberships for the armed forces personnel living in the district was still proving popular with 135 current members. WLCT also confirmed their support at nil cost to the Council for the 2016-17 financial year.
- Stage one of a Reaching Communities bid was submitted. Outdoors and Active will focus on delivering targeted family-based activities to increase physical activity outdoors and contribute towards tackling obesity and sedentary lifestyles.

No default notices were issued and the contract was delivered within budget.

However, the aim of the report was also to present a balanced picture of achievements and performance against the targets set, including where performance needed to be improved.

- There were 20% of targets (14) that had not been met and where improvement will be required next year.
- Of the 14 targets that were not met:-

- 5 were at Chase Leisure Centre and related to the total number of visits (although this figure is up on last year by 0.6%), dry side attendances, health and fitness visits, education usage and customer satisfaction. The dip in dry side attendances and health visits was being investigated further by WLCT, particularly as Memberships had increased at the centre. The drop in education usage was because one school had chosen to use a centre closer to their school base. Satisfaction has dropped; the reasons offered concerned disabled access and value for money of the catering and vending facilities.
- 2 were at Rugeley Leisure Centre. Health and Fitness fell below target as a result of more localised competition and customer satisfaction levels also dropped with the key issues being identified as the quality of the gym and fitness equipment.
- 2 were at the Golf Course, one relating to the number of junior visits and the second one relating to the low response to the satisfaction survey. Junior participation continued to be challenging and work was being undertaken with the Wellbeing team to develop a schools' golf package for 2016-17. The content and method of undertaking the survey will also be reviewed.
- 2 were at the Prince of Wales Theatre. The number of junior visits fell slightly below target as a result of the bi-annual cycle of certain dance school bookings and customer satisfaction also fell, with the key areas identified being parking and cleanliness of the facility.
- Attendances and visits to the Museum of Cannock Chase continued to be impacted by the changes to the school curriculum. The Museum had developed a number of educational packages for 2016-17 to address this challenge.

In summary health and fitness usage at both centres continued to reduce as did visits to the Museum of Cannock Chase. It was still proving difficult for WLCT to increase junior participation on the golf course and satisfaction rates had dropped this year across all facilities.

However, generally, the performance achieved during the fourth year of the contract was good, particularly in respect attendances at our two leisure centres, Cannock Park Golf Course, the Prince of Wales Theatre and Community Wellbeing Teams – Arts and Sports.

As the contract relationship continues to develop WLCT will need to ensure that the culture and leisure facilities and services continue to:-

- be in line with the Council's revised Corporate Plan, Priorities and objectives,
- be evidence driven and aligned to the needs of the community,
- contribute to meeting the health needs of the District,
- influence decision makers and fund holders (LSP, Health and Well Being Boards, CCG's, Arts Council, Heritage Lottery Fund etc), and
- demonstrate where and how culture and leisure services can make an impact on a range of outcomes (e.g. Preventative – role of physical activity in health prevention).

8. Review of Leisure Concessions to Serving Members of the Armed Forces 2016-17

Consideration was given to the Report of the Head of Commissioning (Item 8.1 – 8.6 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The content of the report be noted.
- (B) The leisure concessions scheme for serving members of the armed forces who were resident in the district be continued with for the 2016-17 financial year, in accordance with the proposals set out in the report.

Reasons for Decisions

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

Following subsequent annual reviews by Inspiring healthy lifestyles ('the Trust') of operation of the scheme, the scheme has continued each year.

Having assessed the impact of the operation of the scheme during 2015-16, the Trust agreed to continue with the scheme for the financial year 2016-17, subject to an annual review and subject to there not being a negative financial impact upon the contract in the future.

Inspiring healthy lifestyles will continue to monitor and assess the scheme to determine the costs and benefits associated with making such a concession.

Cabinet were recommended to continue with this offer for 2016-17 in recognition of the commitment made by armed forces men and women to this country in their service throughout the world.

9. Representatives on Outside Bodies 2016-17

Consideration was given to the Report of the Managing Director (Item 9.1 – 9.5 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The appointment of representatives to outside bodies as detailed in Appendix 1 to the report be approved.
- (B) Councillor Mrs. D. Todd be appointed as the Council's substitute Member on the Cannock Chase AONB Joint Management Committee.
- (C) The Leader of the Opposition, Councillor P.A. Snape, be appointed as the Council's second Member on the Staffordshire and Stoke-on-Trent Planning Forum.
- (D) Councillor Miss J. Cooper be appointed as the Council's substitute Member on the Staffordshire and Stoke-on-Trent Planning Forum.
- (E) The Managing Director, in consultation with the Leader of the Council, be authorised to make appointments to any additional outside bodies, as

necessary, throughout the Municipal year that would otherwise be determined by Cabinet.

Reasons for Decisions

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

In readiness for preparing this year's schedule, the Council was advised that additional appointments were required to the bodies referred to in (B) to (D) above, so therefore it was necessary for Cabinet to formally determine which Members should be appointed.

For practical purposes, i.e. to avoid the need to report the matter to Cabinet on every occasion, Cabinet was also requested to confirm the Managing Director's authority, in consultation with the Leader of the Council, to make appointments to any additional outside bodies, as necessary, throughout the Municipal year.

10. End of Year Performance Report 2015-16

Consideration was given to the Report of the Head of Governance (Item 10.1 – 10.51 of the Official Minutes of the Council).

RESOLVED:

That the performance information related to the Priority Delivery Plans as detailed in Appendices 1 to 6 of the report be noted.

Reason for Decision

Information for performance actions and indicators for 2015/16 was included for relevant items in Appendices 1 to 6 of the report. The overall ranking for each portfolio area was detailed in section 5 of the report, indicating that 85% of actions/projects were achieved or were on target to be achieved.

11. Strategic Risk Register

Consideration was given to the Report of the Head of Governance (Item 11.1 – 11.16 of the Official Minutes of the Council).

RESOLVED:

That

- (A) The Strategic Risk Register be approved.
- (B) Progress made in the identification and management of the strategic risks be noted.

Reason for Decisions

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

Risk Colour	Number of Risks at 1 Oct 2015	Number of Risks at 1 Apr 2016
Red	2	2
Amber	4	3
Green	1	2
TOTAL	7	7

12. Community Infrastructure Levy – Updated Regulation 123 List

Consideration was given to the Report of the Head of Economic Development (Item 12.1 – 12.12 of the Official Minutes of the Council).

RESOLVED:

That Council, at its meeting to be held on 6 July, 2016, be recommended to adopt and approve for publication on the Council's website the updated Regulation 123 List as attached to this report at Appendix A, replacing the previous version attached at Appendix B, subject to final agreement on the S106 Agreement for the Mill Green Outlet Village.

Reasons for Decision

The Council approved the Community Infrastructure Levy (CIL) Charging Schedule and Regulation 123 List of infrastructure projects eligible to receive funding in the first year of operation of CIL at its meeting held on 15 April, 2015. CIL came into effect in relation to relevant chargeable development on 1 June, 2015.

It was important that the Regulation 123 List was reviewed and kept up to date. As it was now over a year since the Regulation 123 List was published (i.e. when CIL was first implemented) it was now appropriate to ensure that an updated version was provided and made available on the Council's website in accordance with the CIL Regulations.

13. Garage Sites and Other Council Owned Land – Redevelopment Scheme

Consideration was given to the Report of the Head of Housing and Waste Management (Item 13.1 – 13.12 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) Scheme approval and permission to spend for the Garage Sites and Other Council Owned Land Redevelopment Scheme be agreed.
- (B) It be noted that Novus Property Solutions were appointed as Development Partner for the Redevelopment Scheme.
- (C) The Head of Housing and Waste Management, following consultation with the Housing Portfolio Leader, be authorised to extend the Redevelopment Scheme subject to the award of grant funding from the Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP)

Unlocking Housing Sites Programme.

Reasons for Decisions

Scheme approval and permission to spend was sought in respect of the Garage Sites and Other Council Owned Land Redevelopment Scheme.

The proposed scheme will be undertaken in partnership with Novus Property Solutions and result in the demolition of two garage sites and three other sites in Council ownership, to be replaced with a scheme of 25 properties for affordable rent by the Council.

Details of the scheme were set out in section 5 of the report and were in accordance with the agreed development brief.

Following an OJEU compliant procurement exercise using the Standard Restricted Tender Procedure, Novus Property Solutions were selected as Development Partner for the Redevelopment Scheme.

Subject to a successful bid to the GBSLEP for additional funds from the Unlocking Housing Sites Programme, the scheme had potential to be extended to provide further units.

14. Exclusion of the Public

RESOLVED:

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

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CABINET
HELD ON THURSDAY 16 JUNE 2016 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
PART 2

15. Debt Recovery

Consideration was given to the Not for Publication Report of the Head of Finance (Item 15.1 – 15.16).

RESOLVED:

That

- (A) The amounts detailed in Appendices 1, 2 and 3 of the report be written off.
- (B) The actions of the Head of Finance in writing off the irrecoverable debts below £1,000 be noted.*

**There have been no write offs below £1,000 written off by the Head of Finance in this financial year.*

Reasons for Decision

Council Tax

Set out in Appendix 1 was a list of Council Tax arrears over £1,000 which could not be collected for the reasons stated. Included in this Appendix were 23 cases with arrears totalling £39,681.02.

The amount of Council Tax charged in the financial year was £43,199,464.77 and so the amount of debt recommended for write off in this report represented only 0.09% of one year's charges.

All of the amounts written off will be charged against the provision for bad debts.

Non-Domestic Rates

Set out in Appendix 2 was a list of Non-Domestic arrears over £1,000 which could not be collected for the reasons stated. Included in this Appendix were 16 cases with arrears totalling £64,801.14.

The amount of Business Rates charged in the financial year was £38,614,893.34 and so the amount of debt recommended for write off in this report represented only 0.17% of one year's charges.

Some of the Business Rates debts were being recommended for write-off on the grounds of insolvency of the companies that previously occupied properties. It

was not uncommon, in these circumstances for the properties concerned to be re-occupied, fairly quickly, by new companies often with similar names to the insolvent organisation. It often therefore appeared that the company had continued to trade, though this was not the case.

Where this situation occurred, the new occupier was an entirely separate legal entity to the previous occupant and could not be held liable for rates due from the insolvent company. Members were assured that these debts were only submitted for write-off when Officers were sure that they could not be recovered.

Housing Benefit Overpayments

Set out in Appendix 3 was a list of Housing Benefit Overpayments with arrears over £1,000 which could not be collected for reasons stated. Included in this Appendix was 1 case with arrears totalling £1,727.54.

The meeting closed at 4:35 p.m.

LEADER

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
PLANNING CONTROL COMMITTEE
WEDNESDAY 8 JUNE, 2016 AT 3.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT:
Councillors

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

Cooper, Miss J.	Preece, J.P.T.L.
Dean, A.	Snape, D.J. (substituting for Burnett, G.)
Grice, Mrs. D.	Snape, P.A.
Grocott, M.R.	Sutherland, M.
Hoare, M.W.A.	Todd, Mrs. D.M.

1. Apologies

Apologies for absence were received from Councillors F.W.C. Allen, G. Burnett, A. Dudson and C.I. Lea.

Councillor D. Snape was in attendance as substitute for Councillor G. Burnett.

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

None

3. Disclosure of lobbying of Members

Councillor M.R. Grocott advised that in respect of Application CH/15/0416 he had received a phone call from a member of Rugeley Billiard Club. He had advised the caller that he was a member of the Planning Control Committee and would not proceed with the telephone conversation or discuss the application. He also advised that he knew two Members of the public who were seated in the public gallery.

4. Minutes

RESOLVED:

That the Minutes of the meeting held on 18 May, 2016 be approved as a correct record and signed.

5. Members' Requests for Site Visits

RESOLVED:

That a site visit be undertaken in respect of Application CH/16/191, Development off Brownhills Road, Norton Canes, Cannock (Residential development: proposed erection of 39 new affordable dwellings and associated works)

REASON: To assess the level of development in the area

6. Application CH/15/0416, Outline Application: Conversion of existing building to residential comprising up to 11 no. studio apartments, new build to front of site comprising up to 8 no. apartments and 1 pair of semi-detached dwellings to rear of site (outline with access only) - Heron Court, Heron Street, Rugeley,

Following a site visit consideration was given to the report of the Development Control Manager (Item 6.13 – 6.29 of the Official Minutes of the Council).

The Development Control Manager advised that the applicant had submitted a viability assessment which suggested that the scheme would be unviable should an affordable housing contribution be requested. However, the Council's Surveyor's had now looked at this and considered that an affordable housing contribution should be requested if the Committee were mindful to approve the application. The financial contribution would be based on the usual formula.

RESOLVED:

(A) That the applicant be requested to enter into an Agreement under S106 of the Town and Country Planning Act, 1990 to secure an affordable housing contribution based on the formula set out in the Council's Developer Contributions and Housing Choices SPD;

(B) That on completion of the Agreement the application be approved subject to the conditions outlined in the report.

7. Application CH/16/152, Retrospective application for the retention of wall - 59 View Street, Hednesford, Cannock

Following a site visit consideration was given to the report of the Development Control Manager (Item 6.30 – 6.35 of the Official Minutes of the Council).

Prior to consideration of the application representations were made by Mr. Miles, the applicant, who was in support of the application.

RESOLVED:

That the application, which was recommended for refusal, be approved.

The meeting closed at 3.25pm.

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
PLANNING CONTROL COMMITTEE
WEDNESDAY 29 JUNE, 2016 AT 3.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
PART 1

PRESENT:
Councillors

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

Allen, F.W.C.	Kraujalis, J.T. (substituting for Councillor
Cooper, Miss J.	J.P.T.L. Preece)
Dean, A.	Lea, C.I.
Dudson, A.	Snape, P.A.
Grice, Mrs. D.	Sutherland, M.
Grocott, M.R.	Todd, Mrs. D.M.
Hoare, M.W.A.	

8. Apologies

Apologies for absence were received from Councillors G. Burnett and J.P.T.L. Preece.

Councillor J.T. Kraujalis was in attendance as substitute for Councillor J.P.T.L. Preece.

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

None

10. Disclosure of lobbying of Members

Councillor J.T. Kraujalis advised that he had been lobbied in respect of Application CH/16/124, Land off Lakeside Boulevard, Bridgtown, Cannock – residential development: erection of 111 dwellings with associated parking, landscaping and provision of public open space (reserved matters comprising access, appearance, landscaping and layout to outline planning permission CH/13/0323).

All Members declared they had been lobbied in respect of Application CH/16/163, Asda Stores Ltd., Avon Road, Cannock – Erection of four pump petrol filling station with associated air/water unit and control room.

11. Minutes

RESOLVED:

That the Minutes of the meeting held on 8 June, 2016 be approved as a correct record and signed.

12. Members' Requests for Site Visits

RESOLVED:

That a site visit be undertaken in respect of Planning Application CH/16/212 - Proposed front extension with internal alterations (resubmission of CH/15/0273). 414 Rugeley Road, Hednesford, WS12 0QP.

REASON: To assess the impact of the proposal on the street scene

13. Application CH/16/139, Land to the east of Western Springs Road (Hagley Playing fields), Construction of scheme of flood alleviation including the creation of an earth embankment, laying out of a vehicular maintenance track, footpath diversion, landscaping, provision of replacement sports pitches and associated development

Following a site visit consideration was given to the report of the Development Control Manager (Item 6.1 – 6.28 of the Official Minutes of the Council).

Prior to consideration of the application representations were made by Matthew Griffin, Environment Agency, speaking in favour of the application.

The Development Control Manager provided an update advising that along the eastern boundary of the application site there was a public footpath. The applicant was proposing to temporarily close the footpath during construction. Officers considered this was acceptable and the applicant would be required to go through the relevant procedures regarding the closure. Therefore, should Members be minded to approve the application an additional condition would be added to cover the phasing, timetable and signage for the closure of the footpath. In relation to the footpath an additional informative would be required if the application was approved. The Development Control Manager outlined 4 issues raised within a further letter received from Rugeley Town Council and provided a response to the issues raised. Additionally, Sport England had indicated they had no objections to the application subject to conditions. These had not been included within the report and would need to be added to the recommendation should approval be granted. An additional condition from Landscape Services would also be included in the recommendation. The Officer was therefore seeking delegated authority to amend/add any conditions relevant to the planning permission.

In response to concern raised by Members the Officer confirmed that a condition could be added if the application was approved to require a wheel cleaner to be located on site and for regular street cleaning to be carried out.

RESOLVED:

(A) That the application be approved subject to the conditions contained in the report for the reasons stated therein and to the following additional conditions and informative:

- 1. No development shall commence until details of the provision of an on-site wheel cleaner and road cleaning measures have been submitted to and agreed in writing with the Local Planning Authority. Thereafter, the wheel cleaning and road cleaning shall be undertaken in accordance with the approved details for the duration of the development.**

Reason

In the interests of ensuring that no mud and debris from the development site and associated vehicles does not adversely impact on the local highway network.

- 2. The layout of sports pitches shall be submitted to and approved in writing by the Local Planning Authority (after consultation with Sport England). The sports pitches shall not be constructed other than substantially in accordance with the standards and methodologies set out in the guidance note "Natural Turf for Sport" (Sport England, 2011) and Rugby Football Union and Football Association technical specifications.**

Reason

To ensure the location and quality of pitches is satisfactory, that flood risk is minimised.

- 3. The existing rugby and football pitches shall not be taken out of use until access to alternative pitches of the necessary quality (to be previously agreed with the RFU and FA) have been identified and upgraded to a condition fit for use and access is secured.**

Reason

To ensure the current users of pitches on the site have suitable alternative pitches to provide continuity of play until the replacement pitches are constructed and fit for use.

- 4. No development shall commence until the following details have been submitted to and agreed in writing with the Local Planning Authority:**

Paving/surface details

Landscape Details

Footpath closure / diversion details including – signage requirements, implementation and phasing of works associated with the footpath reopening.

Thereafter the development shall be undertaken in accordance with the

approved details.

Reason

To ensure that the design, appearance and function of the approved development is acceptable in accordance with Local Plan Policy CP3 and the NPPF.

Informative

The attention of the developer is drawn to the existence of Public Footpath which runs within the boundary to the proposed development site, and the requirement that any planning permission given does not construe the right to divert, extinguish or obstruct any part of the public path.

If the path does need diverting as part of these proposals the developer would need to apply to your council under section 257 of the Town and Country Planning Act 1990 to divert the footpath to allow the development to commence. The County Council will need to be formally consulted on the proposal to divert this footpath. The applicants should be reminded that the granting of planning permission does not constitute authority for interference with the right of way or its closure or diversion. For further information the applicant should be advised to read section 7 of DEFRA's Rights of Way Circular (1/09).

It is important that users of the path are still able to exercise their public rights safely and that the path is reinstated if any damage to the surface occurs as a result of the proposed development. We would ask that trees and hedges are not planted alongside the footpath unless the developer and any subsequent landowners are informed that the maintenance of the trees and hedges is their responsibility.

The County Council has not received any application under Section 53 of the Wildlife and Countryside Act 1981 to add or modify the Definitive Map of Public Rights of Way, which affects the land in question. It should be noted, however, that this does not preclude the possibility of the existence of a right of way at common law, or by virtue of a presumed dedication under Section 31 of the Highways Act 1980. It may, therefore, be necessary to make further local enquiries and seek legal advice in respect of any physically evident route affecting the land, or the apparent exercise of a right of way by members of the public.

(B) That the Development Control Manager be granted delegated authority to add/amend the conditions as necessary.

- 14. Application CH/16/163, Asda Stores Ltd., Avon Road, Cannock, Erection of four pump petrol filling station with associated air/water unit and control room**

Consideration was given to the report of the Development Control Manager (Item 6.29 – 6.48 of the Official Minutes of the Council).

Prior to consideration of the application representations were made by Alan Jones speaking in favour of the application.

The Development Control Manager provided the Committee with an update advising that the Health and Safety Executive had no objections to the application but advised Officers to check their website to ensure the application site did not lie within close proximity to any major hazards. The Officers were confident that the site was not near to any hazards but had been unable to access the HSE's website to confirm this. Should the Committee be minded to approve the application the Officer was seeking delegated authority to issue the planning permission subject to him obtaining confirmation from the HSE's website regarding the location of any major hazards.

Futhermore, the Officer advised that the condition regarding the details of materials would need to be amended should permission be granted.

In response to concern raised by Members the Officer would request the applicant to provide a vehicle route if the application was approved.

RESOLVED:

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

“The external materials of the development hereby approved shall be in accordance with the Proposed Forecourt External Materials and Finishes schedule, prepared by CA Design and received by the Local Planning Authority on 27 June 2016.

Reason

In the interests of protecting the visual amenity of the area in accordance with Policy CP3 of the Cannock Chase Local Plan (2014).

- (B) That the Development Control Manager be granted delegated authority to issue the planning permission subject to obtaining confirmation from the HSE's website that the site was not near to any major hazards.

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

- 15. Land off Lakeside Boulevard, Bridgtown, Cannock, Residential development: erection of 111 dwellings with associated parking, landscaping and provision of public open space (reserved matters comprising access, appearance, landscaping and layout to outline planning permission CH/13/0323).**

Consideration was given to the report of the Development Control Manager (Item 6.49 – 6.82 of the Official Minutes of the Council).

Prior to consideration of the application representations were made by David Henderson (Galliford Try) speaking in favour of the application.

The Development Control Manager advised that the report made reference to 65 houses being affordable housing. However, he confirmed that the correct figure

was 55 dwellings (50%). Additionally, an additional condition would be added should the application be granted to cover approved drawings and documents.

RESOLVED:

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

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

Reason

In the interests of proper planning

The meeting closed at 4.30pm.

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
PLANNING CONTROL COMMITTEE
WEDNESDAY 20 JULY, 2016 AT 3.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
PART 1

PRESENT:
Councillors

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

Allen, F.W.C.	Hoare, M.W.A.
Burnett, G.	Kraujalis, J.T. (substituting for
Cooper, Miss J.	Todd, Mrs. D.M.)
Dean, A.	Lea, C.I.
Dudson, A. (arrived at 3.55pm)	Preece, J.P.T.L.
Grice, Mrs. D.	Snape, P.A.
Grocott, M.R.	Sutherland, M.

(Prior to the commencement of the meeting the Chairman advised that she had agreed that the order of the agenda would be amended and the first application to be considered would be CH/16/149 followed by CH/15/0497).

16. Apologies

Apologies for absence were received from Councillor Mrs. D.M. Todd.

Councillor J.T. Kraujalis was in attendance as substitute for Councillor Mrs. D.M. Todd.

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

Member	Interest	Type
Allen, F.W.C.	Application CH/16/149, Civic Centre, Beecroft Road, Cannock. WS11 1BG – Proposed demolition of 2 no. bungalows and extension of existing car park and associated works – Member is a Member of the Cabinet that considered and approved the scheme	Predetermination

18. Disclosure of lobbying of Members

Nothing declared.

19. Minutes

RESOLVED:

That the Minutes of the meeting held on 29 June, 2016 be approved as a correct record and signed.

20. Members' Requests for Site Visits

None

21. Application CH/16/149, Civic Centre, Beecroft Road, Cannock. WS11 1BG, Proposed demolition of 2 no. bungalows and extension of existing car park and associated works

Following a site visit consideration was given to the report of the Development Control Manager (Item 6.26 – 6.38 of the Official Minutes of the Council).

The Planning and Economic Development Services Manager provided an update to confirm that no Tree Protection Orders were in place in relation to the trees along the edge of the car park.

Following a detailed discussion on the merits of the application a motion to approve the application, subject to additional conditions, was moved by Councillor J. Kraujalis and seconded by Councillor Mrs. D. Grice. Following a vote this motion was declared to be lost.

A motion to refuse the application was moved by Councillor G. Burnett and seconded by Councillor M. Sutherland. Following a vote the motion was carried.

RESOLVED:

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

- (A) The application site is located close to Cannock Town Centre and as such benefits from good public transport links. Therefore, the increase in public car parking provision in this location is considered an unsustainable form of development, contrary to the aims of the NPPF.
- (B) By virtue of the sustainable location of the site, the existing bungalows should be renovated and re-used. Therefore demolition of the bungalows is contrary to Local Plan Policy CP1 and the NPPF, which encourage sustainable development.
- (C) The removal of the existing landscaping, including a row of semi-mature trees would result in a detrimental impact to the visual amenity of the locale. As such, the proposal is contrary to Local Plan Policy CP3.

(Having declared that he had predetermined the application Councillor F.W.C. Allen left the meeting and did not take place in the decision making process. Councillor A. Dudson was not present during the consideration or determination of this application).

(At this point in the proceedings the Committee adjourned for a 5 minute comfort break. Both Councillor F.W.C. Allen and A. Dudson were present for the consideration and determination of the following application).

22. Application CH/15/0497, Blackfords Working Mens Club, Cannock Road, Cannock. WS11 5BX, Residential development: Proposed erection of 4 x two storey apartment buildings to form 26 apartments and associated car parking

Consideration was given to the report of the Development Control Manager (Item 6.1 – 6.25 of the Official Minutes of the Council).

Prior to consideration of the application representations were made by Mark Williams speaking in favour of the application.

The Planning and Economic Development Services Manager provided an update advising that should the Committee resolve to approve the application, the recommendation be amended to include delegated authority to the Planning and Economic Development Services Manager to draft additional conditions in relation to flood risk management, highway matters and obscure glass being fitted in certain locations.

RESOLVED:-

- (A) That the applicant be requested to enter into a Section 106 Agreement to secure 20% on-site affordable housing provision;
- (B) On completion of the Agreement to application be approved subject to the conditions contained in the report for the reasons stated therein and to the following additional condition:-

No development shall take place until a scheme for the provision of bird and bat boxes for the proposed development have been submitted to and agreed in writing with the Local Planning Authority. Thereafter the bird and bat boxes shall be implemented before the development is brought into use and retained for the life of the development.

Reason:

In the interests of creating wildlife habitats in accordance with the NPPF.

- (A) That delegated authority being granted to officers to determine the additional conditions in relation to flood risk management, highway matters and obscure glass being fitted in certain locations.

The meeting closed at 4.05pm.

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
BETTER JOBS AND SKILLS SCRUTINY COMMITTEE
TUESDAY 5 APRIL, 2016 AT 4.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
PART 1

PRESENT:
Councillors

Cooper, Miss J. (Chairman)
Dudson, Miss M.J. (Vice-Chairman)

Allt, Mrs. A.	Hoare, M.
Cartwright, Mrs. S.M.	Johnson, T.B.
Freeman, Miss M.A.	Preece, J.T.
Gamble, B.	

Also in attendance:-

Councillor G. Alcott (Economic Development and Planning Portfolio Leader – observer)

20. Apologies

Apologies for absence were received from Councillors G. Burnett and G.N. Molineux.

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

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

22. Minutes

Glenn Watson, Planning and Economic Development Services Manager referred to Page 16, Minute 14. Town Centre Trader Issues and reported that the actions agreed were currently in various working stages and advised that he would be liaising with the Chairman to ensure all were completed.

The Planning and Economic Development Services Manager also referred to Page 17 (E) and reported that the “walk-about” had taken place today in Cannock Town Centre.

He advised that further planned walks would be taking place in both Hednesford and Rugeley Town Centres. However, he indicated that there was currently no date for the Rugeley Town Centre launch given that the “Purdah” period had now commenced, and with the forthcoming local elections, the Police and Crime Commissioner Elections and the Referendum in June it was highly likely that this would be delayed.

He then referred to Page 17, Minute 15. Quarter 3 Performance Report and noted that the wording for (C) should read “Better Jobs and Skills” and not “Better Health Outcomes”.

RESOLVED:

That the Minutes of the Meeting held on 8 March, 2016 be approved as a correct record subject to the change to Minute 15 as detailed above.

23. Preparing Young People for Employment

The importance of Careers Advice and Guidance in Schools

The Planning and Economic Development Services Manager reported that Harriet Allen, Cannock Chase High School would not be in attendance due to a family bereavement; however she would make a presentation to a future meeting of the Committee.

Local Delivery of Young Enterprise

The Chairman welcomed Frances Wright, Young Enterprise Manager, Young Enterprise to the meeting who gave a presentation to Members of the Committee.

Frances Wright explained that Young Enterprise was:-

- UK’s largest business and enterprise education charity working with over 370,000 young people
- Range of programmes for young people aged 4-24
- Programmes based on principle of ‘Learning by Doing’
- Programmes bring volunteers from business into the classroom to work with teachers and students.

The Young Enterprise enabled young people to understand and tackle the challenges of the business world in ways that were enjoyable, enlightening and energising, and completely relevant to potential employers.

Se explained that there were two programmes, the Primary Programme and the Secondary School Programme.

The Primary Programme was aimed at children between the ages of 4-12 and topics covered:

- Community awareness
- Private and Public Sectors
- Local and National government
- Decision making and the process of voting
- Distribution and the Supply Chain
- World Trade - Supply and Demand
- Concepts of Marketing
- The movement of Money.

Frances Wright provided details of the programmes which were available for Secondary schools and Colleges and discussed the company programme with Members.

She advised that the South Staffordshire Area Finals were held in March, 2015 at the Garrick Theatre, Lichfield where a group of students from King Edwards VI in Lichfield won the overall competition for setting up a business. She went on to discuss the journey of one student who had gained employment as a consequence of being involved with the programme. She commented that teachers and business advisors to the Young Enterprise were very positive of the Programmes offered.

She then provided slides which showed a variety of different events that had taken place where young people had been involved and gained awards. These included a trade fair and best business plan.

Members were then invited to ask questions.

In response to questions raised by Members, Frances Wright advised that information was available on the internet for schools to access with an email facility to make contact. She explained that in order to undertake any of the programmes a visit would be made to interested schools, however there was a cost associated with programmes being undertaken. She advised that there was currently some funding in place for both the Tamworth and Cannock areas and reported that there were no restrictions in place on making bids for funding.

She advised that there were a number of schools located in Cannock undertaking the Company Programme, however currently it was much more difficult to involve primary schools. However, she indicated that with regard to funding, Young enterprise needed to prove the value of providing the programmes to young people and having done this, Staffordshire County Council were in a position to continue funding for a second year and it was hoped that primary schools could be included in the programmes.

A Member was keen to know what advertising was undertaken by Young Enterprise.

Frances Wright advised that advertising could come from various sources including word of mouth, email, website and more recently a programme which would run for a month which acted as a taster for young students.

In response to a question raised by a Member, she advised that the company would usually be dissolved once the programme came to an end as the students undertaking the programmes were mainly year 12s who would either be continuing their education at school or going to University. However, it was possible that the company could still be run if they wished to do so.

The Planning and Economic Development Services Manager referred to the challenges that some students at Rugeley Sixth Form College had to overcome.

Frances Wright discussed with Members and provided an insight into the challenges that had faced some students on the Company Programme. This included roles, products and business plans changing and students leaving. There were two students left who were not confident about giving their presentation, however they were encouraged to do so and did well, therefore they were presented with an award at the end of the programme.

South Staffordshire College – Courses, Apprenticeships and Future Opportunities

The Chairman welcomed Trudie McGuinness, South Staffordshire College to the meeting who gave a presentation to Members of the Committee.

Trudie McGuinness provided an overview which detailed:

- Employability
- Study routes -
 - Level 2 = GCSE equivalent
 - Level 3 = A Level equivalent
 - Level 4 = Foundation degree/Higher Education Certificate or Diploma
- Benefits of further education
- Future opportunities

She reported that an emphasis had been placed on students attaining grade C or above at GCSE level in both English and Maths. Therefore, when students attended any provider of Further Education, they were still required to undertake those GCSEs if not attained at school.

She provided details on the various college based courses which included some of the following:

- Agriculture
- Animal care
- Art and design
- Beauty therapy
- Business
- Sport
- Music

- Public services
-

(Councillor T. Johnson left the meeting at 4.35pm).

The Planning and Economic Development Manager referred to this slide and was keen to know where areas of growth were seen in the future.

Trudie McGuinness advised that current significant areas of growth were seen in the travel, leisure and tourism industry, sport and leisure and warehousing and logistics industries. However there were also new entry points in certain areas.

She reported on inspections that would take place by OFSTED and the importance of delivering courses against Local Enterprise Partnership (LEP) areas, whilst also considering what was required by potential employers.

She explained that all students at Level 2 or above on courses were required to undertake 30 hours compulsory work experience which would be done throughout the year.

She reported on the benefits of further education which included:

- Courses informed by Labour Market Information (LMI)
- Vocational relevance
- Employer links
- Work experience
- Fosters independence

A further slide was shown which provided information on Future Opportunities:

- Cannock Retail and Leisure Skills Academy which hoped to bring 1200 jobs and apprenticeship opportunities in construction, engineering and business

Trudie McGuinness referred to the future Mill Green development and explained that the Academy would provide not just entry level 2 students but also those with higher levels with different skills to fit into different employment types such as marketing, business and retail.

She then provided details of the state of the art AgriSTEM academy which would open in September at the Rodbaston campus and it was hoped that 600 new apprenticeships would be created including land-based engineering, manufacturing operations and higher apprenticeships in engineering and agriculture.

A Member commented on the good work the College was doing and the projects that were going on in Cannock.

A Member asked if the loss of the Educational Maintenance Allowance for 16-19 year olds had impacted upon the numbers of students applying for courses

at college.

Trudie McGuinness explained that all students classed as 'looked after children' would automatically receive £1200. However, all colleges had their own discretionary bursary fund which was up to them how they distributed it.

She commented that the biggest challenge for the College was attracting students and making sure courses being offered were viable. She explained that towards September prior to the intake of new students, each course would be assessed to make sure there were enough students to make the course viable. Unfortunately, she explained that on occasions courses would be cancelled and students disappointed.

The Planning and Economic Development Manager asked if it was likely that the college would liaise with any other colleges that faced a similar situation in order that the course could be provided.

In response to this she advised that this would not happen due to competition between colleges. However, she commented that funding was now tight and discussions would be had with many six form colleges on the future of further education.

24. Work Programme Update

Consideration was given to the Work Programme at Item 5.1 of the agenda.

The Planning and Economic Development Manager was keen for Members views on what should be placed on the next work programme.

Members requested that the following items be considered for the future work programme:

- Presentation from Harriet Allen, Cannock Chase High School on the importance of careers advice and guidance in schools.
- Referring to the presentations from Young Enterprise and South Staffordshire College – looking at how the Council could assist.
- Impact of the closure of Rugeley Power Station on people and how visitors will be attracted to visiting Rugeley.
(The Planning and Economic Development Manager reported that a task group had already been established with a number of organisations involved. He advised that the de-commissioning and closure would be a lengthy process and demolition of the site would take around 3 years).
- How the Mill Green development could influence and create opportunities for services such as the train and bus routes.
(The Planning and Economic Development Manager reported that discussions had been taking place with Staffordshire County Council, particularly with regard to the S106 Agreement which would be required before planning permission was finally released. He advised that a further meeting would be taking place this week).
- That the town centre Traders Associations be invited to attend a

meeting of the Committee once per year with a focus upon what issues they wished to discuss with the Committee.

CHAIRMAN

(The meeting closed at 5.05).

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
COMMUNITY SAFETY SCRUTINY COMMITTEE
HELD ON THURSDAY 14 APRIL AT 4.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT:

Councillors

Dudson, Miss M.J. (Chairman)

Gamble, B. (Vice-Chairman)

Cartwright Mrs. S.M. (substitute) Stretton, Mrs. P.Z.

Kraujalis, J.T. Sutherland, M.

Lea, C.I. Witton, P.T.

Pearson, A.

21. Apologies

Apologies for absence were submitted for Councillors A. Dean, D. Foley, P.A. Snape and C. Bennett, Crime & Partnerships Portfolio Leader (observer).

Councillor Mrs. S.M. Cartwright was in attendance as substitute for Councillor D. Foley.

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

No declarations of interests or party whip declarations were received.

23. Minutes

Minute No. 17 – Staffordshire Police Transformation Project Update

A Member commented that information was still awaited from the Police about the differences between the roles and responsibilities of PCs and PCSOs. The Head of Environmental Health responded that he would chase this matter with the Chief Inspector of Cannock Police and have the information circulated to all Members of the Committee when available.

RESOLVED:

That the Minutes of the meeting held on 9 March 2016 be approved as a correct record and signed.

24. End of Year Review

Members received a short document circulated at the start of the meeting about the Committee's work during 2015/16, and considered the following points raised in the document:

Summary of Meetings

- 15th September 2015:
 - i) Scope and functions of the committee.
 - ii) Work Programme 2015/16:
 - Staffordshire Police Transformation Project.
 - New ASB legislation and powers.
 - The Staffordshire Victim Gateway service.
- 16th November 2015:

Briefing session on the Staffordshire police Transformation project and the Staffordshire Victim Gateway service.
- 3rd December 2015:
 - i) Quarter 1 and 2 Cleaner and Safer Environments PDC performance report;
 - ii) New ASB legislation and powers – presentation by the, Environmental Protection Manager;
 - iii) Member feedback from briefing session on the Staffordshire Police Transformation project and the Staffordshire Victim Gateway service on 16th November;
 - iv) Work Programme discussion.
- 9th March 2016:
 - i) Child Sexual Exploitation – presentation from Matthew Ellis, Staffordshire Police and Crime Commissioner;
 - ii) Staffordshire police Transformation Project – update from Chief Inspector Geoff Knight and Inspector Simon Brownsword of Cannock Chase Local Policing Team;
 - iii) Quarter 3 Cleaner and Safer Environments PDC performance report.

What went well?

- Plenty of information on the range of subject areas listed above;
- Appropriate and knowledgeable speakers;
- Met the Work Programme target/scope as set out.

What could the Committee done better?

- Discussed how Members can transfer what they have learnt into their wards (residents associations, neighbourhood watch areas) or within the Council.

What had Members gained from the process?

- More in depth knowledge of the work programme items and also rolled out 'Prevent training' to all Elected members which was scheduled to take place late April.

What might the Committee take forward into next years meeting cycle?

- Were there any subjects the Committee looked at (or not looked at) that would be worth looking at in more detail;
- Child Sexual Exploitation and the Police Transformation project were ongoing issues that should be kept on the work programme.

What information should Members be provided with for the first committee meeting in next municipal year?

- District Crime Profile and other relevant supporting information;
- Draft Cleaner and Safer Environments Priority Delivery Plan.

A Member also requested that a briefing be provided on the Neighbourhood Watch scheme as there appeared to be an inconsistent approach with how it operated across the District, and Members were keen to know what arrangements were in place locally and how the Police supported the scheme.

Members were agreement with the points covered, and resolved that the following items be proposed for inclusion on the Committee's work programme for 2016/17:

- (A) Child Sexual Exploitation (CSE) update;
- (B) Staffordshire Police Transformation Project update;
- (C) Staffordshire Victim Gateway service update;
- (D) Neighbourhood Watch scheme overview;
- (E) Regular updates on District Crime Profile and other supporting information;
- (F) Draft Cleaner and Safer Environments Priority Delivery Plan (Community Safety element only).

The meeting closed at 4:20pm

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CUSTOMERS AND CORPORATE SCRUTINY COMMITTEE
HELD ON MONDAY 4 APRIL 2016 AT 4.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT:

Councillors

Johnson, T.B. (Chairman)
Cooper, Miss J. (Vice-Chairman)

Bernard, Mrs. A.F.	Snape, P.A. (Substitute)
Freeman, Miss M.A.	Stretton, Mrs. P.Z.
Hoare, M.W.A.	Sutherland, M.

Also in attendance –

Councillor Mrs M.A. Davis (Health and Wellbeing Portfolio Leader, Observer)

19. Apologies

Apologies for absence were received for Councillor G. Burnett.

Councillor P.A. Snape was in attendance as substitute for Councillor Burnett.

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

No declarations of interests or party whip declarations were received.

21. Minutes

RESOLVED:

That the Minutes of the meeting held on 22 February 2016 be approved as a correct record and signed.

22. Technology Strategy

Consideration was given to the Briefing Note of the Head of Technology (Item 4.1 – 4.3 of the Official Minutes of the Council).

A Member queried what the Strategy set out to do and where were the gaps within it. The Head of Technology replied that it would be used to ensure a framework and appropriate technologies were in place in order to help the Council achieve its objectives. Some gaps had been identified, but a consultation exercise was going to be undertaken once the Strategy had been fully drafted.

A Member then queried if there was any existing technology already in use elsewhere which could be used by the Council for the benefit of Members, Officers and residents. The Head of Technology replied that single verification software which had been in long term development by successive governments would be a key technology to use, particularly for the completion of online web-forms. Such software was already being used by banks and other such bodies, but there were still issues around use of multi-password/verification systems in the public sector.

23. Review of Community Engagement

Consideration was given to the Briefing Note of the Policy & Performance Manager (Item 5.1 – 5.3 of the Official Minutes of the Council).

Members raised the following comments in respect of the review:

- Since the abolition of the Community Forums in May 2015 the public had lost a visible means of challenging the Council and its partners;
- Making more use of the Scrutiny Committees as a means of enhancing community engagement was a good idea, but needed to be well planned out in order give people the chance to air their concerns and receive feedback on issues raised;
- Council meetings should be better advertised through the local press and other media sources – too much reliance on online only advertising;
- The Council and local police needed to be better at listening when Councillors were telling them about concerns and complaints from residents;
- Parish and Town councils in the District had seen an increase in community engagement since the end of the Forums – possible issue for unparished areas which have fewer available means for engagement;
- Councillors needed to be more proactive in publicising community engagement tools to residents and encouraging greater use of those tools;
- Important to listen to needs and concerns of local community groups/organisations as they can often feel undervalued and ignored.

The Policy & Performance Manager clarified that the purpose of the Briefing Note was to help make clear that there was already a range of community engagement methods in place to support residents, be they issues raised individually by a particular resident or on a district-wide scale which a greater number of people.

A Member suggested that a small working group comprised of 4 Members (1 from each of the Cannock based wards – North, South, East and West) meet with relevant Officers to discuss what additional means of community engagement could be put in place due to Cannock being an unparished area.

RESOLVED:

That:

- (A) The review of community engagement be recommended for inclusion on the Customers & Corporate Scrutiny Committee's work programme for the

2016/17 municipal year.

- (B) Scrutiny be better used as a tool for community engagement to help bridge the gap left by the abolition of the Community Forums.

The meeting closed at 5:20pm

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
ENVIRONMENT SCRUTINY COMMITTEE
WEDNESDAY 20 APRIL, 2016 AT 4.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT:
Councillors

Preece, J. (Chairman)
Witton, P. (Vice-Chairman)

Bowater, J.	Grocott, M.R.
Dean, A.	Lea, C.I.
Dudson, Miss M.J.	Pearson, A.
Foley, D.	Sutton, Mrs. H.M.
Grice, Mrs. D.	

Also in attendance:-

Councillor A. Dudson (Environment Portfolio Leader-observer)

23. Apologies

No apologies for absence were received.

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

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

25. Minutes

With regard to page 17 reference was made to the continuing problem of vehicles that were being left with "For Sale" notices on them on green areas of land which did not belong to the individuals concerned. The Waste and Engineering Services Manager advised that Members should contact the Council's Enforcement Officer when they had problems of this nature and he would ensure the vehicles were removed.

Reference was also made to waste containers being left on the street and the Waste and Engineering Services Manager confirmed that once the policy was in place the Refuse Team would look at the areas where the problem was at its worst.

RESOLVED:

That the Minutes of the meeting held on 24 February, 2016 be approved as a correct record and signed.

26. Dog Fouling

The Senior Environmental Health Officer provided Members with a presentation which outlined the background, current legal position, education, enforcement, challenges and options.

It was explained that dog fouling was a high profile emotive subject that generated regular complaints. In the year 2012-13 there were 185 complaints, in 2013-14 there were 125, in 2014-15 there were 101 and in 2015-16 there were 100 complaints. Members noted that these figures did not include complaints made to the Street Cleansing Team.

Members were advised that Dog Control Orders were applied to some areas but not all land in the district. There was a requirement for dog fouling to be “removed from land forthwith” and failing to dispose of it properly amounted to littering. Exclusions applied on both private land and Forestry Commission land. The Dog Control Orders were to be replaced by Public Space Protection Orders (PSPO) before 31 March, 2017.

In terms of education a number of things were undertaken. These included signage on lampposts, leaflets, stickers and stencilling pavements in hotspot areas. The Officer advised that community engagement was undertaken and in South Staffs District Council’s area Parish Council’s had been issued with stencilling kits to use at locations where there was the biggest problem with dog fouling. He commented that there was potential for Cannock Chase District Council to do something similar. In addition, Officers engaged with dog walkers and undertook work in schools. In South Staffs area school children had been involved in a competition to design posters to help remind dog owners to dispose of their dogs waste appropriately. These posters had worked well and there was potential for Cannock Chase to do a similar competition in local schools.

Enforcement patrols were conducted in hotspot areas and the following outcomes were noted:-

2015-16 – 0 Fixed Penalty Notices Issued and 0 Prosecutions;
2014-15 – 0 Fixed Penalty Notices Issued and 0 Prosecutions;
2013-14 – 2 Fixed Penalty Notices Issued and 0 Prosecutions;
2012-13 – 23 Fixed Penalty Notices Issues and 1 Prosecution.

There was a budget of £27k for Dog Control, £14k for stray kennelling and £13k for collection of stray dogs. It was a high cost service which was not covered by the income from any fines received.

Members noted the challenges facing the Service, these included:-

- Mixed messages. On Cannock Chase the Forestry Commission do not provide dog litter bins to dispose of bags; however, at places such as Castle Ring/Hednesford Hills the Council provided dog litter bins. Additionally there was confusion as to whether dog waste could be placed in all litter bins or only in the specific dog litter bins.
- Presence at time of incident
- Identification of offenders
- Public's assistance
- Poo fairy – a campaign undertaken a few years ago “Keep Britain Tidy”

With regard to future service delivery the Officer commented that a number of local authorities had undertaken various initiatives. These included naming/shaming offenders, spraying faeces with brightly coloured paint or sticking small sandcastle type flags with messages into the faeces.

Members noted the following options for future service delivery:-

- No change
- Contractor (additional cost – not balanced by income)
- Public/special interest groups
- CCTV Surveillance (limited effect)

The Officer was seeking feedback from Members on the methods undertaken to deal with the issue of dog fouling in terms of the approach through publicity, education and enforcement activities. He circulated a short survey and asked Members to complete and return these to the Environmental Health Team. Members were then offered the opportunity to ask questions.

A Member considered that there was also an issue with cats who generally left their mess in people's gardens. The Senior Environmental Health Officer commented that cats were wild by nature and there was no legislation to deal with this.

A Member made reference to the park in Brindley Heath, next to the railway line where she had witnessed dog fouling between the hours of 7.00am and 9.00am each day. The Officer advised that this area would be added to the list to patrol.

A Member asked whether the public should take photographs when they witnessed a dog fouling incident. The Waste and Engineering Services Manager commented that he would not advise anyone to do this. Even if a photograph was taken the individual concerned would still have to be identified.

Members considered that educating the public about being responsible dog owners was important and there was support for working with Parish Council's to tackle this problem. Additionally it was noted that working with the

community and in particular with local schools to produce posters was a good initiative.

27. Street Cleansing Contract

The Waste and Engineering Services Manager provided the Committee with a presentation which outlined the following:-

The Street Cleansing Service was made up of 15 employees, 1 supervisor, 2 precinct sweepers, 1 road sweeper and 3 cage vehicles. The main duties of the Team included mechanical sweeping, litter picking, fly tipping, emptying rubbish bins, removing needle sticks (syringes) and graffiti.

With regard to mechanical sweeping 46,000 m² of town centres was swept every day, 7 days a week. 1,000km of district roads were swept on a 13 week programme, 4 times a year. 50,000m² of district shopping areas and car parks were swept every week. This generated 845 tonnes on waste based on 2013/14 figures.

In terms of litter picking 46,000 m² of town centres was litter picked 7 days a week. 80km of district roads and open spaces was litter picked every day. A litter pick & cleanse took place twice a week at over 40 play areas. All district B roads were litter picked within 2 weeks. This amounted to 470 tonnes of waste based on 2013/14 figures.

The Committee noted that 390 street and open spaces litter bins were emptied at least twice a week and 110 town centre bins were emptied every day 7 days a week. A third of the total amount (over 150) of litter bins have been replaced (this includes all town centre bins and many bins on the district shopping areas and highways). All bins have a plaque or a sticker advising that dog waste was allowed. A new "trial bin" system was being undertaken to assess how well used the bins were in certain areas. This was designed to maximize the right locations.

Members were advised that on average 6 needle sticks were collected each week. This was a lot lower than a number of other authorities.

In terms of fly tipping Members noted that the aim was to remove all fly tipping and road kill within 24 hours of it being reported. It would be removed the same day if considered dangerous. This amounted to 20 tonnes of waste based on 2013/14 figures. It was the aim to remove graffiti 24 hours of it being reported; same day if considered offensive.

The Committee was advised that the service had been updated 12 months ago to include:-

- 3 new caged tippers
- 2 new precinct sweepers
- 1 new channel sweeper
- A high pressure washer for removing graffiti and chewing gum

There were a number of weaknesses affecting the Service, these included:-

- Employees days fully planned
- No response team
- Finite resource
- No internal employee HGV sweeper driver cover

Members were asked to consider whether they were satisfied with the present levels of cleansing across the district given the Council's current and medium term predicted financial state.

A Member asked the Officer to indicate what would be required to address the weaknesses in the Team. The Officer confirmed that ideally he would have a response team available and another trained HGV driver. He clarified that Members were being asked to consider whether they were happy with the current level of service. If it was considered that additional resources were required a report would be prepared for consideration by Cabinet.

A Councillor asked whether any existing employees could be trained to operate the HGV. The Waste and Engineering Services Manager advised that anyone wishing to operate a HGV had to undertake stringent tests and also have a medical. He would seek to recruit an individual with a HGV licence when there was a need to replace existing employees in the future.

A Member asked whether a claim was made against the County Council when the Street Cleansing Team undertook jobs that were the County's responsibility. The Officer commented that in cases such as this the County Council would advise that the job should be left and the County would do it in order of priority. However, he did not consider this to be acceptable to either the residents or Members. Therefore the Team often carried out the smaller jobs that the County were responsible for. The Member considered that the public should be made aware that Cannock Council were undertaking County Council duties on these occasions.

Members considered that the Street Cleansing Team were doing a good job given the size of the area they covered. It was considered important that the Team be kept at maximum efficiency.

The Waste and Engineering Services Manager confirmed that this item would be included on the 2016/17 Work Programme of the Committee for further consideration and discussion at the next meeting.

28. Waste Contract

The Waste and Engineering Services Manager provided Members with an update on the transfer of the Waste Contract.

He advised that the transfer of the contract to BIFFA had been undertaken extremely successfully and no major issues had been reported. All employees had transferred across and were still working for BIFFA. Telephone calls regarding waste collections were down by two to three percent.

He made reference to the work currently being undertaken to integrate the CRM system with the BIFFA system which enabled information from residents or issues regarding missed bins to be input straight away.

Members considered the service was operating well since the transfer. The Head of Housing and Waste Management commented that BIFFA had been asked to ensure that residents did not see any difference in the service following the transfer. The Waste and Engineering Services Manager advised that a default notice could be issued to the Contractor if any bins were not returned outside the residents homes once they had been emptied.

The Chairman agreed that Councillor A. Dudson, the Environment Portfolio Leader could speak. He made reference to Oak Tree Farm in Slitting Mill. The owner was allowing waste to be tipped on his land and had previously been fined a while ago for burying animals. The Environment Agency and the District and County Councils had been involved. He had been seeking information on the current position and considered the Committee should be made aware of this issue.

The Waste and Engineering Services Manager advised that this issue could be included on the agenda for the next meeting.

A Member considered that the Work Programmes of the Scrutiny Committees should be flexible to enable additional topics/issues to be added as necessary throughout the year.

The following suggestions for the Work Programme for 2016/17 were made:-

- Update on the concerns regarding Oak Tree Farm, Slitting Mill
- Countryside Review
- Implications following the closure of Rugeley Power Station

The Head of Governance reminded the Committee that any suggestions for the Work Programme would be considered by the new membership of the Environment Scrutiny Committee at their first meeting in the 2016/17 Municipal year.

The meeting closed at 5.35pm.

CHAIRMAN

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
HEALTH SCRUTINY COMMITTEE
HELD ON TUESDAY 19 APRIL, 2016 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
PART 1

PRESENT: Councillors:

Gamble, B. (Chairman)	
Freeman, Miss. M.A. (Vice-Chairman)	
Dudson, Miss. M.J.	Johnson, J.P.
Foley, D.	Stretton, Mrs. P.Z.
Grocott, M.	Sutton, Mrs. H.M.
Hoare, M.W.A.	

Also present:

Observing:

Councillor Mrs. M.A. Davis, Health and Wellbeing Portfolio Leader.

48. Apologies

Apologies for absence were received from Councillors Mrs. A. Allt, T.B. Johnson and Mrs. C. Mitchell, Culture and Sport Portfolio Leader.

49. Declarations of Interests of Members in Contracts and Other Matters and Restrictions on Voting by Members

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

50. Minutes

RESOLVED:

That the Minutes of the meeting held on 14 March, 2016 be approved as a correct record.

51. Mental Health and Wellbeing Provision in the District

Rob Lamond, Policy and Performance Manager reported that despite previous discussions with Staffordshire County Council, there would be no Officer in attendance to discuss the item with Members.

The Chairman and Members expressed concern and disappointment that no one was in attendance, and asked that a letter be forwarded on behalf of the Committee to Staffordshire County Council.

RESOLVED:

That a letter be forwarded to Staffordshire County Council expressing the disappointment and concern that no one from Staffordshire County Council had attended to provide the Committee with the information requested.

52. Healthwatch Staffordshire – Update

The Chairman and Members expressed concern that a Co-Opted Member from Healthwatch had not been appointed.

The Policy and Performance Manager reported that he would liaise with Steve Shilvock, Head of Environmental Health to chase up Healthwatch concerning this matter.

53. Staffordshire County Council’s Healthy Staffordshire Select Committee – Update

The Chairman reported that Staffordshire County Council was currently in the process of undertaking Accountability Audits.

54. Work Programme

Members discussed other items in addition to those already on the Work Programme for 2016/17.

Defibrillator

A Member indicated that a defibrillator was located in the Council offices; however she expressed concern that if the equipment was needed after office hours, was there anyone trained to use it. She was also keen to know whether the building should have more than one and whether or not the equipment was checked and up to date.

The Policy and Performance Manager advised Members that he believed the maintenance of the device may be a matter for Health and Safety. He also suggested whether it would be a good idea to add training for Members on the device in the New Members Induction Pack.

This would be included on the Work Programme for consideration.

Arthritis Care Group – Royal Wolverhampton Hospitals NHS Trust (RWNHS)

A Member reported that the Arthritis Care Group which consisted of around 20 people had been allowed to use the hydra pool at Cannock Chase Hospital, and the group paid for physiotherapists to help with their conditions.

She explained that in 2008 what was then Mid Staffs NHS Foundation Trust provided funding for the group, however more recently the RWNHS stated that funding would be removed and a cost of £50 per hour would be applied.

The Member indicated that she had written to RWNHS highlighting the case for the group to receive funding. She was then contacted and advised that the group would receive 6 months funding, but would then incur the charges mentioned.

She was keen for this to be part of the work programme as the 6 months funding would shortly be coming to an end.

This would be included on the Work Programme for consideration.

Culture and Sport

The Chairman and Members highlighted the need for the Culture and Sport element to be included within the Health Scrutiny Committee's remit.

This would be included on the Work Programme for consideration.

Presentation by Dr. Huda – Chair of Cannock Chase CCG (already on Work Programme)

Members of the Committee expressed concern that despite many attempts, the Committee had still not received the presentation from Dr. Huda, Chair of the Cannock Chase CCG.

A Member suggested that whilst Dr. Huda was unable to accommodate the dates of the Health Scrutiny Committee, there was no reason why the Committee could not have a separate meeting or even change the meeting location to accommodate him.

The Chairman suggested that this item be placed on the Work Programme and that consideration be given of how the Committee could accommodate a meeting with Dr. Huda.

Better Care Fund – **(already on Work Programme)**

Access to Social Care services – **(already on Work Programme)**

RESOLVED:

That the Health Scrutiny Committee considers the items above for inclusion on the Work Programme for 2016-17.

CHAIRMAN

The meeting concluded at 4.30 p.m.

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
HOUSING SCRUTINY COMMITTEE
HELD ON MONDAY 12 APRIL, 2016 AT 4.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
PART 1

PRESENT:: Councillors:

Foley, D. (Chairman)

Burnett, G.	Hoare, M. (Substitute)
Cooper, Miss. J.	Kraujalis, J.T.
Grice, Mrs. D.	Peake, Mrs. C.

Also Present: Observing:

Councillor Mrs. M.A. Davis, Health and Wellbeing Portfolio Leader – for matters related to Social Alarms.

Councillor F.W.C. Allen, Housing Portfolio Leader.

20. Apologies

Apologies for absence were received from Councillors J.P. Johnson, J.T. Preece, Mrs. A.F. Bernard, Mrs. S. Cartwright and B. Hardman.

Councillor M. Hoare was in attendance as substitute for Councillor J.P. Johnson.

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

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

22. Minutes

The Chairman referred to Page 14, Minute 18 – Supporting People Review 2015/16 and indicated that under the second paragraph the word “venerable” should be replaced with “vulnerable”.

A Member referred to Page 13, Minute 17. - Quarter 3 Performance Report and was keen to be updated concerning the procurement of a development partner for the redevelopment of the former garage sites.

The Member also referred to Page 15, Minute 19. - Work Programme and asked

when the Scrutiny Review of the Council's Allocations Policy would be coming forward to the Committee for consideration.

Nirmal Samrai, Head of Housing and Waste Management advised that a development partner had been appointed and an initial meeting had recently taken place. She advised that plans were being worked through, with five sites initially selected and approximately 28 properties being built. A report would be submitted to Cabinet at a later date.

With regard to the Scrutiny Review of the Council's Allocations Policy, the Head of Housing and Waste Management advised that it had been agreed at the last meeting that this review would take place in the next municipal year given that it would need to be considered in detail.

RESOLVED:

That the Minutes of the meeting held on 7 March, 2016 be approved as a correct record subject to the amendment to Minute 18 as detailed above.

23. Developer Contribution towards Social Housing – Discussion

Michael Tichford, Head of Economic Development reported on developer contributions towards social housing and indicated that the Council received around 2-3 applications per year from developers unable to build affordable housing.

He reported that a developer would negotiate a price for building units with the provider, although they would be below market value.

He explained that whilst the Council had an obligation to provide affordable housing, under the National Planning Policy Framework consideration would be given to how the benefits of a housing development would out way that of providing affordable housing. He explained that if the Council were to insist on affordable housing on a proposed development, the Council could be challenged and seen as being obstructive.

The Head of Economic Development indicated that when information was received from a developer that claimed that they were not in a position to build affordable housing on a site, the Council would require a financial assessment of the site, construction costs, borrowing costs, land value and profit information. Not only this, the developer would need to show that their profit margin would not be achieved. He advised that a Council valuer would check the details provided, or a company with a qualified RICS valuer would be asked to undertake this.

He indicated that the Council would then make a decision, and if agreed the developer would be released from the S106, and the application would then go back before the Planning Control Committee for consideration.

The Head of Economic Development advised Members that CIL (Community Infrastructure Levy) was introduced last year which now dealt with financial contributions, whereas S106 now dealt with affordable housing provision.

A Member commented on the process and referred to S106 and asked if it could be used for affordable housing as CIL did not provide this.

In response to this, the Member was advised that S106 was used for affordable housing although the Government were deviating from affordable rented to purchasing and the Council were constrained by this. This raised some questions with Members of the Committee that affordable housing was diminishing.

In response to a question raised by a Member concerning the planning process, the Head of Economic Development advised that the Planning Control Committee would receive an application from a developer which would outline their proposals, and there should be no major deviation from what the Planning Control Committee had agreed. If there was, the application would go back before the Committee.

A Member asked if any developer who was not in a position to build social housing on their site should be requested to make a contribution towards the validation process that the Council undertakes.

The Head of Economic Development advised that an application fee was paid by the developer and this work was already included within the fee. He also advised that discussions at some point would take place on offering fast tracked planning applications for an additional fee. However, the downsides of doing this would mean that the Council would receive less income and would still be required to undertake a small percentage of the work.

24. One Bedroom Bungalow Redecoration Scheme

The Head of Housing and Waste Management gave a presentation to Members of the Committee.

She provided information on the one bedroom bungalows allocated between 2014-15. She reported that 8 of the bungalows were allocated to those under the age of 55.

It was found that there were various reasons why tenants had moved into one bedroom bungalows which ranged from downsizing, medical and Occupational Therapy assessments.

She reported that a survey of tenants had been undertaken with regard to the re-decoration of the bungalows and out of 60 responses received back, 93.3% would have been happy to re-decorate themselves. Those tenants happy to re-decorate currently received a voucher worth £130. However, she advised that the survey could be slightly unambiguous and the survey could have shown a different result if the tenant had previously seen the bungalow which may have been in a poor condition.

It was reported that the average cost of re-decorating a one bedroom bungalow was £2,715 and the Council had spent £83,732 in 8 months. It was found that by undertaking this work, properties were more lettable and the reputation of the

Council as landlord would improve as the Council was also competing with the private sector. This also impacted upon the budget which could be re-distributed to target other properties that required improvements.

A slide was shown where improvements could be made which would include sourcing a utilities supplier, pre-termination inspections to be carried out and the appointment of Tenancy Sustainment Officers. She indicated that all utilities would be working in voids when tradesmen were required to undertake works.

In response to a question raised by a Member, the Head of Housing and Waste Management indicated that consideration would be given to 5 year probationary periods for new tenants in line with Government Proposals contained within the Housing and Planning Bill.

25. Void Review – Recommendations

The remainder of the presentation was given:

The Allocations Policy – Future Review 1 included:

- One bedroom bungalows
 - Less popular/lower demand
 - Increase demand by changing eligibility
- Reduce age
- Allow limited out of area applications

- Two bedroom flats
 - First floor and above
 - Proactive marketing

The Allocations Policy – Future Review 2 included:

- Three bedroom houses
 - Fewer expressions of interest
 - Proactive marketing

- Other considerations
 - Team structure
 - Lean working
 - Advertising during notice period

Potential Future Reviews

- Debate
 - Lower demand properties – rehousing applicants from outside District

- Housing and Planning Bill 2016
 - Fixed term tenancies
 - Pay to stay

Sale of high value voids Starter homes

The Head of Housing and Waste Management explained that the Council's Allocations Policy would be considered in more detail in the next municipal year and any recommendations would be submitted to Cabinet for approval.

She explained that the Council had difficulty in allocating two bedroom flats and more marketing would need to be carried out, however expressions in three bedroom properties had decreased which was possibly as a result of the bedroom tax being implemented.

At this point the Chairman read out a statement from Councillor J. Preece which referred to the Council's current banding system used to allocate properties. He asked if a further low priority band could be added which would help those people who had moved outside of the District to move back.

In response to this, the Head of Housing and Waste Management would advise that anyone in this position privately rent for 12 months and then apply to the Council to be placed on the waiting list.

A Member referred to the Allocations Policy and was keen to see information and figures in relation to vacant properties, and areas where it was harder to allocate before any decisions were made on the current policy.

The Head of Housing and Waste Management advised that historically in housing there were always areas where property was more difficult to allocate, however further targeting and ideas of how to make those properties more appealing was needed.

A Member asked what the impact on the Council's housing stock would be if all the proposals within the review were agreed, and also what the impact of available rent income would be.

In response to this, the Head of Housing and Waste Management advised that agreeing the proposals contained within the review would achieve a reduction in the voids target to 25 days. With regard to the available rent income, she would let the Member know.

In response to a question raised by a Member, Janet Baldasera, Strategic Housing and Tenancy Services Manager advised that the average turnaround of a void property was currently 29 days with a maximum of between 4-6 weeks depending on the work required to bring the property up to standard.

A Member referred to the Right to Buy scheme (RTB) and commented that whilst it was a good scheme which offered some tenants the chance to own their own homes, Council housing was diminishing as a consequence and asked if there were any changes likely to the scheme.

The Strategic Housing and Tenancy Services Manager advised that there were no changes to the scheme and capital from the RTB scheme was used towards

the new build programme which would be completed with the garage sites.

The Housing Portfolio Leader referred to the sale of void properties and indicated that under the current criteria, income from void properties was very small.

In response to a question raised by a Member, the Head of Housing and Waste Management referred to the criteria for two and three bedroom properties and explained that the criteria was not simple. She indicated that two bedroom flats would only be allocated to either a couple or a couple with children, a three bedroom property would be allocated to two or more plus another family member. She advised that housing benefit also complicated this as the applicant needed to decide if they could afford the rent if there was a shortfall in their housing benefit.

A Member was keen to know the process with regard to how a mutual exchange would work.

The Head of Housing and Waste Management indicated that a decision would be made by the Council within 42 days as certain checks were required. It was then up to both parties to make the exchange.

RESOLVED:

Members agreed that the next Scrutiny Review to be undertaken by the Housing Scrutiny Committee in the next municipal year should be to consider the Council's current Allocations Policy.

CHAIRMAN

(The meeting concluded at 5.05 p.m.).

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
LICENSING AND PUBLIC PROTECTION COMMITTEE
HELD ON WEDNESDAY 27 APRIL 2016 AT 10:00AM
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors

Grice, Mrs. D. (Chairman)
Johnson, T.B. (Vice-Chairman)

Grocott, M.R. Todd, Mrs. D.M.
Lea, C.I. Witton, P.T.

26. Apologies

Apologies for absence were received for Councillors F.W.C. Allen, P.A. Snape and M. Sutherland.

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

Member	Interest	Type
Todd, Mrs. D.M.	Agenda Item 4 – Licence Conditions for the Home Boarding of Dogs. <i>Member knew the owners of the Home Boarding establishment who were in attendance at the meeting.</i>	Personal and Pecuniary

Having declared a personal and pecuniary interest in respect of agenda item 4, Councillor Mrs. D.M. Todd left the meeting at this point and did not return

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

28. Minutes

RESOLVED:

That the Minutes of the meeting held on 10 March, 2016, be approved as a correct record and signed.

29. Licence Conditions for the Home Boarding of Dogs

Consideration was given to the Report of the Head of Environmental Health

(Enclosure 4.1 – 4.7 of the Official Minutes of the Council) (*presented by the Senior Licensing Officer*).

RESOLVED:

That:

- (A) The amended licence conditions for the home boarding of dogs (as attached to the report at Annex 1) be noted.
- (B) It be noted the final version of the licence conditions will be presented to a meeting of Full Council for approval.
- (C) It be noted that the intention will be to impose the finalised conditions upon licences granted on or after 1 January, 2017.

30. Reporting the Work of the Licensing Unit to Members

The Senior Licensing Officer reported that the Food, Safety and Licensing Manager wished to seek the Committee's views on whether Members should receive regular updates on the work of the Licensing Unit, and if so, in what form such updates should be in.

Members proposed that brief update report be submitted to the Committee for consideration approximately every six months, with a more detailed report being circulated to all Members of the Council for information. An alternative approach was also proposed that all Members could receive a briefing presentation on the work of the Unit prior to a scheduled meeting of Council.

31. Gambling Act 2005 Changes

The Senior Licensing Officer informed the Committee that recent changes to the Gambling Act 2005 legislation had placed greater onus on bookmakers etc. to be socially responsible by proactively assessing the risk and impact that provision of gambling facilities could have on a local area. As a result of these changes the Council was currently consulting on revisions to its Gambling Policy.

Members were being made aware of these changes as there could be potential in the future for Gambling Act hearings to be held (in a similar manner to Licensing Act hearings), so as part of the post-elections induction training additional focus would be placed on Gambling Act matters.

The meeting closed at 10:23am

CHAIRMAN

Report of:	Managing Director
Contact Officer:	Steve Partridge
Telephone No:	01543 464588
Portfolio Leader:	Leader of the Council
Key Decision:	No
Report Track:	Council: 24/08/16

COUNCIL
24 AUGUST, 2016
AMENDMENTS TO THE MEMBERSHIPS OF COMMITTEES AND OTHER BODIES

1 Purpose of Report

- 1.1 Council is requested to confirm retrospectively approval of changes to the membership of the Council's Better Jobs and Skills and Environment Scrutiny Committees, as previously agreed at the Annual Council Meeting on 25 May, 2016.

2 Recommendations

- 2.1 That the membership of the Council's Better Jobs and Skills and Environment Scrutiny Committees, as previously agreed, be amended as detailed in paragraph 5.3 below.

3 Key Issues and Reasons for Recommendation

- 3.1 Appointments and amendments to the named memberships of Committees and Other Bodies are a matter for determination by Council at its Annual Council Meeting or any subsequent meeting of the Council, as appropriate.

4 Relationship to Corporate Priorities

- 4.1 The Council through its democratic process supports the Council's Corporate Priorities.

5 Report Detail

- 5.1 The Local Government and Housing Act, 1989 (and further regulations) require the Council to allocate seats to the political parties in accordance with the political balance rules. At its Annual Meeting on 25 May, 2016, Council

considered and confirmed the appointment of Chairmen, Vice-Chairmen and Members to Committees as proposed by each of the Group Leaders in accordance with a political balance calculation that had previously been circulated to them.

- 5.2 Since the appointments were made, the Labour Group Leader has had to make changes to the Group’s memberships on the Better Jobs and Skills and Environment Scrutiny Committees that now require retrospective approval.

In the case of the Better Jobs and Skills Scrutiny Committee, Cllr. Miss J. Cooper was replaced as Chair by Cllr. Mrs. C. Martin, but remained as a Committee member. In the case of the Environment Scrutiny Committee, Cllr. Miss J. Cooper replaced Cllr. Mrs. C. Martin on the Committee and in the Chair.

The other Group Leaders confirmed that they had no objections to the proposals.

- 5.3 In summary, the changes are as follows:

Scrutiny Committee	Member(s) to be Replaced	Replacement Member(s)
Better Jobs and Skills	Cooper, Miss J. (Lab) Chair (but remains as a member of Committee)	Martin, Mrs. C. (Lab) (becomes Chair)
Environment	Martin, Mrs. C. (Lab) Chair (removed from Committee)	Miss J. Cooper (Lab) (becomes Chair)

6 Implications

6.1 Financial

None.

6.2 Legal

The Council has a duty under the Local Government and Housing Act, 1989 ('the Act'), Section 15(3), to determine the allocation to the different political groups into which the Members of the Council are divided of all the seats which fall to be filled by appointments made from time to time by the Council.

Section 15(4) and (5) of the Act places a further duty upon the Council, in performing its obligations under subsection (3) above, to determine the allocation to different political groups of seats on Cabinet, Committees, Select Committees and Other Bodies, so as to give effect, so far as reasonably practicable, to the following principles:

- (a) that not all the seats are allocated to the same political group;

- (b) that the majority of the seats are allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;
- (c) subject to paragraphs (a) and (b) above, that the number of seats on the ordinary committees of the Council which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of the Council as is borne by the number of members of that group to the membership of the Council; and
- (d) subject to paragraphs (a) to (c) above, that the number of the seats which are allocated to each political group bears the same proportion to the number of all the seats on Cabinet, Committees, Select Committees and Other Bodies as is borne by the number of members of that group to the membership of the Council.

6.3 Human Resources

None.

6.4 Section 17 (Crime Prevention)

None.

6.5 Human Rights Act

None.

6.6 Data Protection

None.

6.7 Risk Management

None.

6.8 Equality & Diversity

None.

6.9 Best Value

None.

7 Appendices to the Report

None

Previous Consideration

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

Annual Council Meeting 25 May, 2016

ITEM NO. 10.4

Amendments to the Memberships of
Committees and Other Bodies

Council

6 July, 2016

Background Papers

None