



# Cabinet (Resources) Panel

## 14 November 2017

**Time** 5.00 pm **Public Meeting?** YES **Type of meeting** Executive  
**Venue** Training Room - Ground Floor - Civic Centre, St Peter's Square, Wolverhampton WV1 1SH

### Membership

**Chair** Cllr Andrew Johnson (Lab)  
**Vice-chair** Cllr Roger Lawrence (Lab)

### Labour

Cllr Peter Bilson  
Cllr Claire Darke  
Cllr Steve Evans  
Cllr Val Gibson  
Cllr Milkinderpal Jaspal  
Cllr John Reynolds  
Cllr Sandra Samuels OBE  
Cllr Paul Sweet

Quorum for this meeting is five Councillors.

### Information for the Public

If you have any queries about this meeting, please contact the Democratic Services team:

**Contact** Dereck Francis, Democratic Services  
**Tel/Email** 01902 555835 or [dereck.francis@wolverhampton.gov.uk](mailto:dereck.francis@wolverhampton.gov.uk)  
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Some items are discussed in private because of their confidential or commercial nature. These reports are not available to the public.

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# Agenda

## Part 1 – items open to the press and public

*Item No.*     *Title*

- 1            **Apologies for absence**
- 2            **Declarations of interest**

### **MEETING BUSINESS ITEMS**

- 3            **Minutes of the previous meeting - 3 October 2017** (Pages 5 - 12)  
[To approve the minutes of the previous meeting as a correct record]
- 4            **Matters arising**  
[To consider any matters arising from the minutes.]

### **DECISION ITEMS (AMBER - DELEGATED TO THE CABINET (RESOURCES) PANEL)**

- 5            **WV Living - Land Matters** (Pages 13 - 26)  
[To consider various issues around sites to be developed by WV Living]
- 6            **Empty Residential Property Pilot Programme update** (Pages 27 - 36)  
[To consider the progress, outcomes and impact of the pilot scheme since April 2017]
- 7            **Lease of Former Parkfields School to Khalsa Academies Trust** (Pages 37 - 40)  
[To approve the completion of a lease of former Parkfields School from City of Wolverhampton Council to Khalsa Academies Trust]
- 8            **Schedule of Individual Executive Decision Notice** (Pages 41 - 46)  
[To note the summary of open and exempt individual executive decisions approved by the appropriate Cabinet Members following consultation with the relevant employees]
- 9            **Exclusion of press and public**  
[To pass the following resolution:

That in accordance with Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following items of business as they involve the likely disclosure of exempt information on the grounds shown below]

## Part 2 - exempt items, closed to press and public

- |    |  |  |
|----|--|--|
| 10 | <b>Procurement - award of contracts for works, goods and services</b> (Pages 47 - 80)<br>[To award contracts for works, goods and services]  | Information relating to the financial or business affairs of any particular person (including the authority holding that information) Para (3) |
| 11 | <b>Car Cruising Injunction Renewal</b> (Pages 81 - 90)<br>[To consider whether to renew the injunction]  | Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings. Para (5)                     |
| 12 | <b>Wolverhampton Interchange Programme</b> (Pages 91 - 98)<br>[To commit to the contract sum required to award the station contract once the Council has secured receipt of external project funding]                | Information relating to the financial or business affairs of any particular person (including the authority holding that information) Para (3) |
| 13 | <b>HRA Development Proposals: Former Bilston Tennis Club Site, Ettingshall Road, Dale House Site</b> (Pages 99 - 108)<br>[To approve the development of three sites for the provision of affordable council housing] | Information relating to the financial or business affairs of any particular person (including the authority holding that information) Para (3) |
| 14 | <b>Facilitating Regeneration in the Canalside Quarter - Transfer of Legal Charge</b> (Pages 109 - 112)<br>[To approve the release of an existing legal charge]   | Information relating to the financial or business affairs of any particular person (including the authority holding that information) Para (3) |
| 15 | <b>Land and Property Transactions - Corporate Landlord</b> (Pages 113 - 128)<br>[To approve the open market disposal strategy and declare assets surplus to requirements]  | Information relating to the financial or business affairs of any particular person (including the authority holding that information) Para (3) |

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# Cabinet (Resources) Panel

## Minutes - 3 October 2017

### Attendance

#### Members of the Cabinet (Resources) Panel

Cllr Andrew Johnson (Chair)  
Cllr Roger Lawrence (Vice-Chair)  
Cllr Claire Darke  
Cllr Steve Evans  
Cllr Val Gibson  
Cllr John Reynolds  
Cllr Sandra Samuels OBE  
Cllr Paul Sweet

#### Employees

Dereck Francis	Democratic Services Officer
Keith Ireland	Managing Director
Tim Johnson	Deputy Managing Director/Strategic Director - Place
Claire Nye	Director of Finance
Kevin O'Keefe	Director of Governance
Laura Phillips	Head of Business Management

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## Part 1 – items open to the press and public

*Item No.*      *Title*

- 1      **Apologies for absence**  
Apologies for absence were submitted on behalf of Councillors Peter Bilson and Milkinder Jaspal.
- 2      **Declarations of interests**  
No declarations of interests were made.
- 3      **Minutes of the previous meeting - 25 July 2017**  
Resolved:  
That the minutes of the meeting held on 25 July 2017 be approved as a correct record and signed by the Chair.
- 4      **Matters arising**  
There were no matters arising from the minutes of the previous meeting.

5 **Fees and Charges Review 2018-2019**

Councillor Andrew Johnson presented the report on proposed tariffs for the majority of fees and charges receivable by the Council, to take effect from 1 November 2017 (or as soon as possible thereafter).

An addendum to the report was tabled containing statutory Register Office fees for 2018/2019 which were received from the Government after the report had been published.

Councillor Steve Evans reported on proposed fees and charges relating to his portfolio area, particularly for the markets, bereavement services and car parking.

Resolved:

1. That the fees and charges as set out in Appendices A to D to the report, including the fees set out in the addendum to the report be approved to take effect from 1 November 2017 (or as soon as possible thereafter).
2. That in the following instances, authority be jointly delegated to the responsible Strategic Director in consultation with the Director of Finance, to vary fees and charges during the financial year:
  - a. Where the cost of food (including frozen food) and drink procured for resale or onward supply changes, fees and charges may be set taking the new costs into account.
  - b. Where short-term change in fees and charges to ensure that a business opportunity can be pursued or secured; if the change is for a period of more than two months then the change should be referred to Cabinet (Resources) Panel for decision during the two month period.
  - c. Where an opportunity arises to secure a sale by matching the price to that of an organisation the Council is in competition with, ensuring that satisfactory 'price match' documentation is maintained to evidence the one-off fee amendment.
  - d. Where market conditions dictate, leisure membership fees may be varied providing that satisfactory market information is maintained.
  - e. Leisure centre activity prices may be varied in line with market conditions providing that satisfactory market information is maintained.
  - f. Charges to partner organisations for support services may be varied.
  - g. Court summons costs charged to council tax and business rates payers may be varied following default on payments.
  - h. Where the cost of poison procured for the purpose of pest control changes, pest control fees and charges may be varied in proportion with the change in costs.

- i. Where market conditions dictate, charges for commercial waste collection may be varied providing that satisfactory market information is maintained.
  - j. Library charges may be varied to fall in line with Black Country Libraries in Partnership (BCLiP) participating authorities (Dudley, Walsall, Wolverhampton and Sandwell).
  - k. Adult Education Service charges may be varied in response to Skills Funding Agency and Education Funding Agency funding allocations for the applicable academic year.
  - l. Charges to schools/academies for services delivered under Service Level Agreements (SLAs) may be varied.
  - m. Where bespoke professional services are provided to external organisations.
3. That in the following instances, authority be jointly delegated to the responsible Cabinet Member for the service and Cabinet Member for Resources, in consultation with the relevant Strategic Director and the Director of Finance as appropriate, to vary existing fees and charges during the financial year:
- a. Where the Council wishes to subsidise a charitable event that may not break even financially for the authority.
  - b. Where the Council wishes to generate income from advertising upon Council property.
  - c. Where the Council wishes to vary charges for bars and catering.
  - d. Where it is beneficial to the Council to generate additional income that will reduce the net budget.
4. That where there is an opportunity to secure an act or event or utilise available rooms or halls for hire within Visitor Economy services and the projected net cost of the act, event or room hire generates a commercial return (including taking account of secondary spend from catering and sales), authority shall be jointly delegated to the Head of Service - Visitor Economy and the Director of Finance to vary the fees and charges. Any such variations will be recorded, along with the reason, as part of the normal evidencing process for audit purposes. Details of any variations should be reported to Strategic Finance in a format agreed by the Director of Finance.
5. That, should any amendment be made to the VAT treatment of specific fees and charges, authority to vary those fees and charges be delegated to the Cabinet Member for Resources, together with the responsible Cabinet Member, in consultation with the Director of Finance and the responsible Strategic Director.

6. That any variations to fees and charges made under recommendations 2 to 5 above must be properly documented and appropriate records retained to ensure that there are robust records for the purpose of independent audit.
7. That it be noted that the fees and charges for the following items, are not reviewed as part of the report as they would be subject to separate arrangements for their approval:
  - a. Adult social care contributions to care packages.
  - b. Street trading, Hackney Carriage and private hire licensing and general licensing charges.
  - c. Food and drink (for onward supply or resale) prices (see recommendation 2.a above).

**6 Financial Support to Carers of Children Subject to Adoption, Special Guardianship, and Child Arrangement Orders**

Councillor Val Gibson requested approval to an amendment to the policy agreed at Cabinet on 26 April 2017 to ensure that it is compliant with the Special Guardianship Guidance 2017.

Resolved:

That the policy for Financial Support to Carers of Children Subject to Adoption, Special Guardianship or Child Arrangement orders, approved by Cabinet on 26 April 2017 be amended to ensure that it is compliant with national guidance, particularly how universal benefits should be regarded when completing financial assessments for support.

**7 Heath Town Regeneration Project - Multi Use Games Area Improvements**

Councillor Andrew Johnson presented the report seeking approval for funding to upgrade the existing multi-use games area (MUGA) on the Heath Town estate.

Residents on the Heath Town estate had made it clear that there was a need for sport and play facilities on the estate. Proposed new housing planned through the Heath Town Masterplan would also attract more families onto the estate which would result in increased demand for up-to-date sport and play facilities.

Resolved:

1. That the improvements proposed for the existing Multi-Use Games Area (MUGA) on the Heath Town estate including the cost of the work in the sum of £210,000 be approved.
2. That it be noted that further consultation is planned with residents about the Heath Town Regeneration Project and Wolverhampton Homes Investment Plan programme and phasing of work.
3. That it be noted that further consultation is planned with residents regarding improvements to support the sports use of the green field in Grosvenor Street.



8      **23 Meadow Lane, Lanesfield - Proposal to Make a Final Empty Dwelling Management Order**

Councillor Andrew Johnson presented the report on a proposal to make a further Final Empty Dwelling Management Order in respect of 23 Meadow Lane, Dransfield, Wolverhampton. The proposal would ensure that the property continues to provide housing for the existing tenant(s); ensure that the property does not become empty which could potentially be visually detrimental to the area and attract anti-social behaviour; and ensure that the property continues to generate revenue for the Council through Council Tax.

Resolved:

1. That the Director of Governance be authorised to make a Final Empty Dwelling Management Order (FEDMO) at 23 Meadow Lane, Bilston subject to the outcome of any representations made by the owner or other interested parties.
2. That the Director of Governance be authorised to:
  - a. Take all reasonable steps to make the FEDMO which would effectively follow on from the existing Order in place until 10 April 2018.
  - b. Ensure the timely publication and service of all Notices and if necessary the presentation of the Council's case at any Property Tribunal.
  - c. Approve agreements with the owner(s) of the property setting out the terms for the Revocation of the Final Empty Dwelling Management Order where applicable.
3. That Wolverhampton Homes continue to manage the property on behalf of the Council.

9      **Acquisition of Privately Owned Empty Properties by agreement or Compulsory Purchase: 78 - 80 Byrne Road, Blakenhall, Wolverhampton. WV2 3DP**

Councillor Andrew Johnson presented the report which sought approval to authorise the acquisition of privately owned empty properties 78 - 80 Byrne Road, Blakenhall, Wolverhampton by agreement or Compulsory Purchase.

The proposal would ensure that the property provides much needed housing by prompting the owner either act voluntarily or via enforcement through a CPO; ensure that the property does not continue to be visually detrimental to the area and does not continue to attract anti-social behaviour/ fly tipping; and ensure that the property has a positive financial impact on the public purse through additional New Homes Bonus funding and removing the on-going expenditure arising from anti-social behaviour.

Resolved:

1. That the Strategic Director, City Housing be authorised to negotiate terms for the acquisition of 78 – 80 Byrne Road, Blakenhall, Wolverhampton. WV2 3DP property, and, in default of that acquisition, authority be granted for a compulsory purchase order (CPO) to be made under Part II Section 17 Housing Act 1985 in respect of the property.

2. That expenditure for the potential acquisition of the property, with subsequent capital receipts being recycled within this programme be approved.
3. That in the event that the property is improved and re-occupied to the satisfaction of the Service Director for City Housing, the property be withdrawn from the CPO.
4. That following any acquisition, the Strategic Director, City Housing be authorised to dispose of the property on the open market on condition that the property is refurbished and re-occupied within six or 12 months (as appropriate to the scale of the works).
5. That the Director of Governance be authorised to:
  - a. Take all reasonable steps as soon as it is reasonably practical to secure the making, confirmation and implementation of the CPO including the publication and service of all Notices and the presentation of the Council's case at any Public Inquiry.
  - b. Approve agreements with the owners of the property setting out the terms for the withdrawal of objections to the CPO, and/or making arrangements for re-housing or relocation of any occupiers.
  - c. Approve the making of a General Vesting Declaration (the property is brought into Council ownership via this process).
  - d. Approve the disposal of the whole and/ or parts of the property by auction, tender or private treaty.

10 **Schedule of Individual Executive Decision Notices**

Resolved:

That the summary of open and exempt individual executive decisions approved by the appropriate Cabinet Members following consultation with the relevant employees be noted.

11 **Exclusion of press and public**

Resolved:

That in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business as they involve the likely disclosure of exempt information falling within the paragraph 3 of Schedule 12A of the Act.

## **Part 2 - exempt items, closed to press and public**

12 **Procurement - award of contracts for works, goods and services**

The Panel considered a report on proposals for the award of contracts for works, goods and services. The report also set out the Council's approach to commercial pension issues arising out of staff transfers from the Council.

Resolved:

1. That authority be delegated to the Cabinet Member for City Housing and Assets, in consultation with the Strategic Director of Place, to approve the award of a contract for New Build Housing at Burton Crescent when the evaluation process is complete.
2. That authority be delegated to the Cabinet Member for City Environment, in consultation with the Strategic Director for Place, to approve the award of a contract for purchase of 20 new Refuse Collection Vehicles when the evaluation process is complete.
3. That authority be delegated to the Cabinet Member for Resources, in consultation with the Director of Finance, to approve the award of a contract for Supply of Audio Visual Equipment when the evaluation process is complete.
4. That in relation to the Black Country Impact:
  - a. The use of the Impact Dynamic Purchasing System (DPS) and providers registered to purchase support for young people in response to demand be approved.
  - b. Authority be delegated to the Cabinet Member for City Economy, in consultation with the Service Director City Economy to award contracts from the DPS where the value is over £164,000.
5. That authority be delegated to the Cabinet Member for Public Health and Wellbeing, in consultation with the Strategic Director for People, to approve the award of a contract for Drug and Alcohol Services when the evaluation process is complete.
6. That the Director of Governance be authorised to execute contracts in respect of the above as required.
7. That the approach to commercial pension issues arising out of staff transfers from the Council be noted.

13

### **Development Finance and Grant Bidding Strategy**

Councillor Andrew Johnson presented for approval a funding strategy for new Housing Revenue Account (HRA) developments, to optimise the use of different funding sources, and allow HRA capital to be supplemented wherever possible. Approval was also sought to a proposed strategy for bidding for grant funding from the Homes and Communities Agency (HCA) and other agencies, in support of newbuild activity.

Resolved:

1. That the strategy for funding newbuild Housing Revenue Account (HRA) development be approved.
2. That the bidding strategy for grant funding to support the delivery of HRA Affordable Rent and Shared Ownership units be approved.

3. That authority be delegated to the Cabinet Member for City Assets and Housing in consultation with the Strategic Director for Housing to vary the detail of the grant bids approved, and to enter into any contracts or agreements required for the draw down or application of grant.
4. That it be noted that further grant funding bids would be prepared to secure additional funding to support the delivery of new homes, such as bidding into the Homes and Communities Agency's Housing Infrastructure Fund.

14

**Disposal of former Housing Revenue Account garage sites and land**

Councillor Andrew Johnson presented the report on proposals to dispose of sites within the Housing Revenue Account at auction, once outline planning approval for residential use had been obtained. The garage sites had been assessed as part of a review of a larger list of Council assets that are currently underused or problematic, and have been considered for housing development potential. The proposals would ensure that the Council achieved best consideration for the land.

Resolved:

1. That the disposal at auction of part of the garage site at Hall Green Street, in Bilston East Ward, as shown on the plan attached at Appendix 1 to the report be approved, subject to the site obtaining outline planning approval for residential use.
2. That the disposal at auction of the land adjacent to 103 Sweetman Street, in Park Ward, as shown on the plan attached at Appendix 2 to the report be approved, subject to the site obtaining outline planning approval for residential use.
3. That the disposal at auction of the garage site at Genge Avenue in Spring Vale Ward, as shown on the plan attached at Appendix 3 to the report be approved, subject to the site obtaining outline planning approval for residential use.
4. That the disposal at auction of the garage site at Hurst Road in Spring Vale Ward, as shown on the plan attached at Appendix 4 to the report be approved, subject to the site obtaining outline planning approval for residential use.

15

**Special Educational Needs and Disability (SEND) Implementation Grant**

Councillor Claire Darke presented the report on the Special Educational Needs and Disability (SEND) Implementation Grant income and on projected spend for 2017-2018.

Resolved:

That expenditure of £339,655 in 2017-2018 from the SEND Implementation Grant be approved to fund the implementation of the Children and Families Act 2014, and facilitate the transfer of those with statements to Education, Health and Care Plans in accordance with the statutory transitional order and guidance.



## Cabinet (Resources) Panel

### 14 November 2017

<b>Report title</b>	WV Living - land matters	
<b>Decision designation</b>	AMBER	
<b>Cabinet member with lead responsibility</b>	Councillor Peter Bilson City Assets and Housing	
<b>Corporate Plan priority</b>	Place - Stronger Economy	
<b>Key decision</b>	Yes	
<b>In forward plan</b>	Yes	
<b>Wards affected</b>	Bilston North; Ettingshall; Penn; Bilston North; Penn	
<b>Accountable Director</b>	Lesley Roberts (Strategic Director: City Housing)	
<b>Originating service</b>	Housing Strategy and Development	
<b>Accountable employee</b>	Karen James Tel Email	Housing Development Project Manager 01902 551414 karen.james@wolverhampton.gov.uk
<b>Report to be/has been considered by</b>		

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#### Recommendation(s) for action or decision:

The Cabinet (Resources) Panel is recommended to:

1. Rescind the former decision to dispose of the freehold interest in the site at Sweet Briar Road, Wolverhampton and the former site of Ettingshall Primary School, Hall Park Street, Wolverhampton at auction.
2. Rescind the former decision to dispose of the freehold interest in the site at Sweet Briar Road, Wolverhampton to WV Living.
3. Delegate authority to the Cabinet Member for City Assets and Housing in conjunction with the Head of Corporate Landlord to agree the terms of the licence under which WV Living and its appointed contractor will occupy and develop the site at Sweet Briar Road.

4. Delegate authority to the Cabinet Member for City Housing and Assets in conjunction with either the Director of Finance or Head of Corporate Landlord to resolve any further issues arising from the disposal of the freehold interest or licences required to occupy and build out any of the sites at Ettingshall Primary School, Ettingshall, Sweet Briar Road Ettingshall or Prouds Lane, Bilston.
5. Approve a variation to the funding agreement with the Homes and Communities Agency (HCA) in respect of the site at the rear of Reedham Gardens, to allow the development by WV Living of housing to include shared ownership, affordable council rent and market sale homes instead of a scheme to include Starter Homes (for which Government regulations have not been forthcoming).

**Recommendations for noting:**

The Cabinet (Resources) Panel is asked to note:

1. The discussions with the HCA in respect of the site at the rear of Reedham Gardens.

## **1.0 Purpose**

- 1.1 To deal with various land matters appertaining to the sale of land to WV Living, granting of licences to the same and varying the detail of development proposals.

## **2.0 Background**

- 2.1 At the meeting of the Cabinet (Resources) Panel on 15 July 2008, a decision was taken to declare the former site of Ettingshall Primary School, Hall Park Street, Wolverhampton surplus to requirements and to dispose of the freehold interest in the same at auction – see Appendix 1. Similarly, the Cabinet (Resources) Panel on 26 July 2011 agreed to declare the site at Sweet Briar Road, Ettingshall surplus to requirements and offer it for sale at auction – see Appendix 3.
- 2.2 In 2009, the whole of the former site of Ettingshall Primary School was leased to the NHS for the provision of a medical centre – Appendix 2. The lease is now in the process of being terminated and the new lease will refer solely to the area of Ettingshall Primary School truly occupied by the medical centre – Appendix 2.
- 2.3 Subsequently, at the meeting of the Cabinet on 14 September 2016, a decision was taken to dispose of the freehold interest in the former site of Ettingshall Primary, excluding the land occupied by the medical centre, and the Sweet Briar Road site to WV Living. The previous decision regarding sale of both sites at auction was not rescinded. The intention was that WV Living would develop the Ettingshall Primary site with a mix of houses and apartments for market sale and rent, whilst the site at Sweet Briar Road would be developed with houses and apartments which would then be sold back to the City of Wolverhampton Council (CWC) to be managed by Wolverhampton Homes and let at an affordable rent.
- 2.4 As the former site of Ettingshall Primary is to be developed with homes for market sale and market rent by WV Living, enabled by a direct disposal at a District Valuer valuation, it is necessary to formally rescind the previous decisions to sell both sites at auction.
- 2.5 It is no longer considered prudent to sell the Sweet Briar Road site to WV Living for redevelopment, for CWC then to buy it back, as this will result in increased transaction costs for no benefit. It is therefore recommended that this decision is also rescinded.
- 2.6 As the site at Sweet Briar Road will not be sold to WV Living, a licence will be required for WV Living and its appointed contractor to occupy the site during the development period and undertake the building work. It is recommended that authority be delegated to the Cabinet Member for City Housing and Assets in conjunction with the Head of Corporate Landlord to agree the terms of the licence under which WV Living and its appointed contractor will occupy and develop the site at Sweet Briar Road.

- 2.7 Authority has already been delegated to the Cabinet Member for City Housing and Assets in conjunction with the Director of Finance to agree the Heads of Terms for the disposal of the former site of Ettingshall Primary School to WV Living through a report to Cabinet (Resources) Panel on 28 March 2017.
- 2.8 Should any further issues arise with any of the sites at Prouds Lane, Bilston, Sweet Briar Road or the former site of Ettingshall Primary School, it is recommended that delegated authority to resolve these issues should be given to the Cabinet Member for City Housing and Assets in conjunction with either the Director of Finance or Head of Corporate Landlord.
- 2.9 Approval was given at Cabinet (Resources) Panel on 19 January 2016 to progress the development of Starter Homes on a site to the rear of Reedham Gardens (see site plan at Appendix 4). The Council entered into a Funding Agreement with the HCA for the remediation of this site leading to the development of Starter Homes. The remediation works were carried out by the required milestone of March 2017 and all grant monies claimed from the HCA. Cabinet (Resources) Panel on 28 February 2017 declared the site surplus and approved the transfer of the site to WV Living for the development of Starter Homes. However, the Council has been unable to progress this planned development due to changes in the Government's position regarding Starter Homes, resulting in a lack of published regulation to define this product.

### **3.0 Progress, options, discussion, etc.**

- 3.1 The sites at Sweet Briar Road and Ettingshall Primary School are due to commence construction in late 2017 or early 2018, having completed all site investigations and surveys. It is considered prudent formally to rescind the previous decisions prior to appointing any contractor and resolve all outstanding issues as the Ettingshall Primary site will be developed with homes for market sale and rent.
- 3.2 In respect of the site at Reedham Gardens, since the HCA announced and awarded grant funding for the Starter Homes scheme in late 2015 / early 2016, nationally the scheme has been difficult to deliver due to uncertainty around the Starter Homes product. Regulations in respect of Starter Homes have not been forthcoming from Government. An independent Mortgage Advisor has advised they are not aware of any mortgage products which homebuyers could use for this housing type. There is currently no clarity on when or if the regulations will be put before Parliament. The HCA have therefore agreed to vary the contract with the Council to allow the Council to develop a mixed scheme of shared ownership, affordable Council rent and market sale homes at this site instead of a scheme to include Starter Homes.

### **4.0 Evaluation of alternative options:**

- 4.1 Whilst it is possible to leave the former decisions in place and simply proceed with the altered arrangements to sell the Ettingshall Primary site to WV Living and leave the Sweet Briar Road site in Council ownership, it will be appreciated that it is prudent,



particularly as market sale and market rent homes are involved on the former school site, to ensure that the recorded decisions match the end actions.

- 4.2 In order to protect CWC and its assets, the licence for WV Living and its appointed contractor to occupy and build out the Sweet Briar Road site should be put in place.
- 4.3 The absence of Starter Homes regulations and mortgages for this type of housing, currently makes it impossible to develop Starter Homes on the site at Reedham Gardens. The Council could delay the site development to see whether the regulations are forthcoming but there is no guarantee when or if this will happen. Discussions with the HCA over several months leads to the conclusion that varying the type of housing development at this site will allow for the development to proceed without further delay, subject to a variation of the Funding Agreement between the HCA and the Council.

## **5.0 Reasons for decision(s):**

- 5.1 The rescindment of the former decisions will ensure that the actions of CWC and WV Living match the recorded decisions and minutes.
- 5.2 The licence to occupy and build out Sweet Briar Road granted to WV Living and its appointed contractor will protect the Council and its assets.
- 5.3 To account for the lack of regulations governing Starter Homes and to allow for the development of the site at Reedham Gardens to proceed.

## **6.0 Financial implications**

- 6.1 The former site of Ettingshall Primary School will be valued independently by the District Valuer prior to the disposal to WV Living. This will also be the case with the disposal of the site at Prouds Lane.
- 6.2 The disposal of the site at Reedham Gardens by the City of Wolverhampton Council to WV Living is subject to a District Valuer valuation. The funding agreement with the HCA reserves the right to claw grant back should the Council not use its reasonable endeavours to achieve the required output of 16 Starter Homes. The Council will therefore not proceed with an alternative mix of housing unless there is a formal variation to the contract between the HCA and the Council, to protect the Council's interests in this regard.  
[JM/03112017/A]

## **7.0 Legal implications**

- 7.1 Any disposals of the site identified in this report will be dealt with in accordance with the usual practices.  
(RB03112017/M)
- 7.2 The use of a licence for a third party to occupy and build out a site is good practice.

- 7.3 The acquisition of the site at Reedham Gardens by WV Living would be in line with usual legal processes.

## **8.0 Equalities implications**

- 8.1 There are no equalities Implications associated with this report.

## **9.0 Environmental implications**

- 9.1 There are no environmental implications associated with this report.

## **10.0 Human resources implications**

- 10.1 There are no human resource implications associated with this report.

## **11.0 Corporate landlord implications**

- 11.1 The involvement of the Corporate Landlord will be required with regard to the licence to occupy and build out the site at Sweet Briar Road.

## **12.0 Schedule of background papers**

- 12.1 Plan of former site of Ettingshall Primary School, Hall Park Street, Wolverhampton – Appendix 1

Plan of area leased to medical centre – Appendix 2

Plan of site at Sweet Briar Road, Ettingshall – Appendix 3

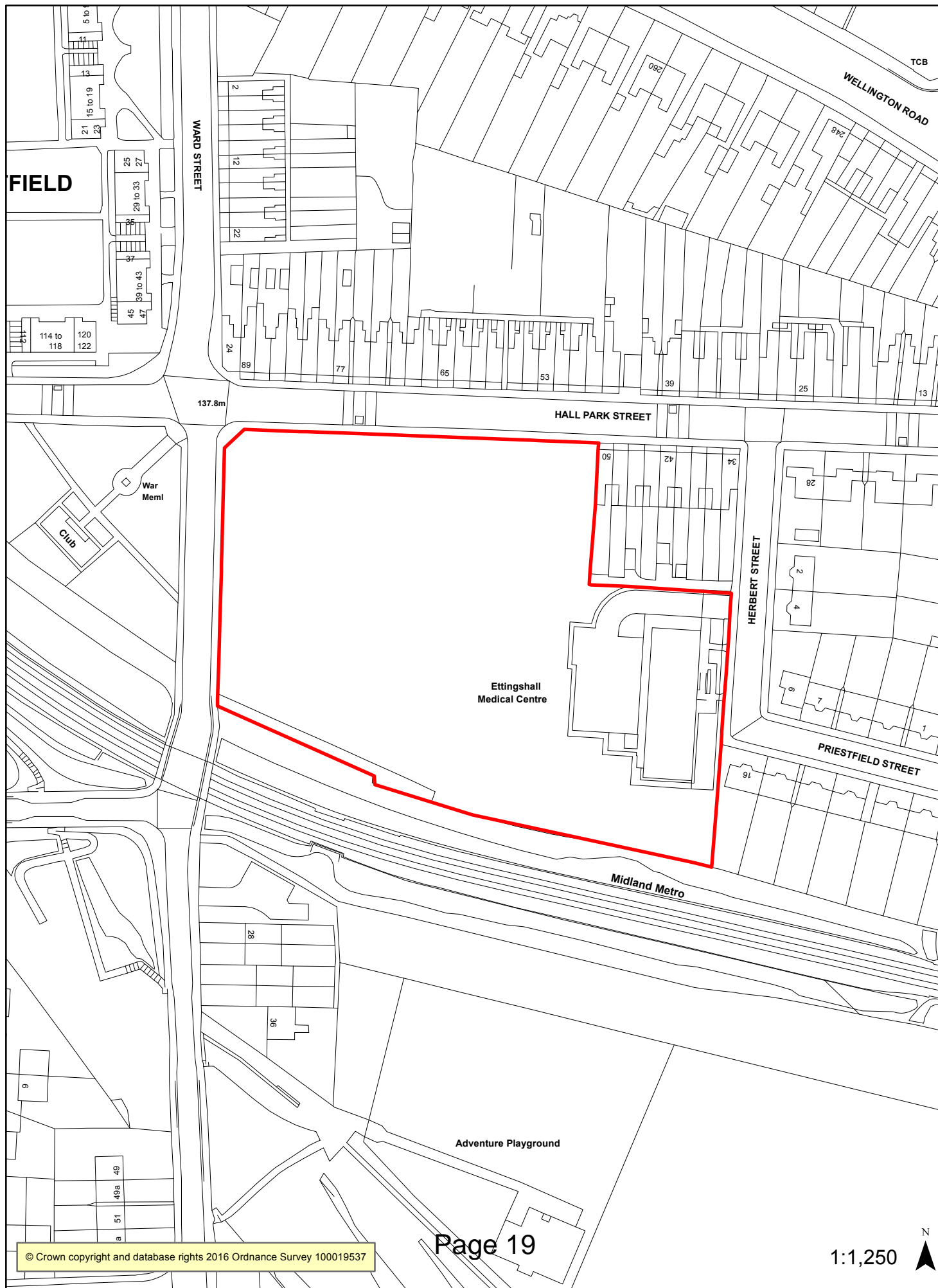
Plan of site at Reedham Gardens – Appendix 4

Report to Cabinet (Resources) Panel – 15 July 2008 – Approval to Declare Properties Surplus to Requirements and Disposal Method.

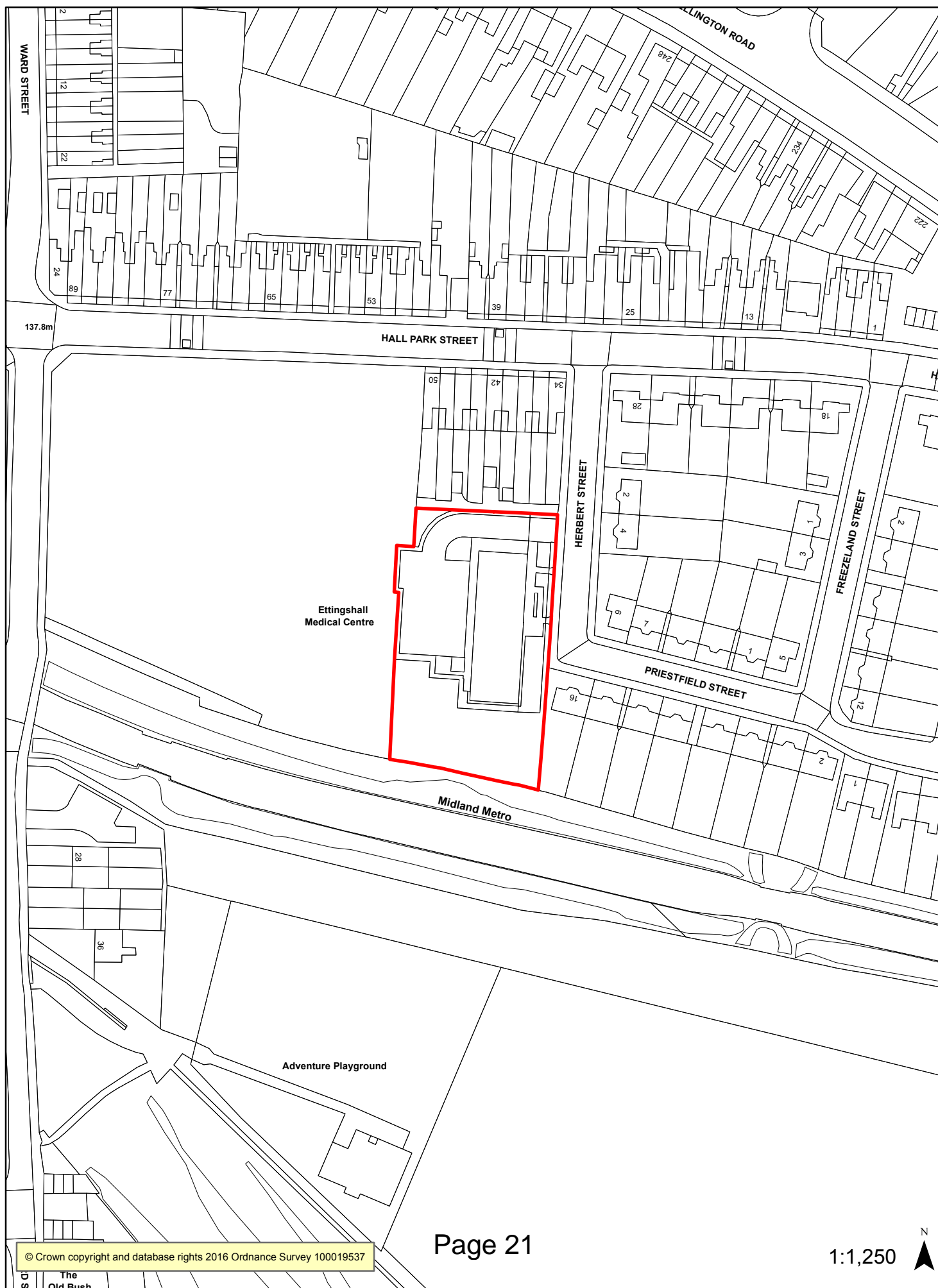
Report to Cabinet (Resources) Panel – 26 July 2011 - Approval to Declare Properties Surplus to Requirements and Disposal Method.

Report to Cabinet – 14 September 2016 – WV Living, Detailed Business Plan

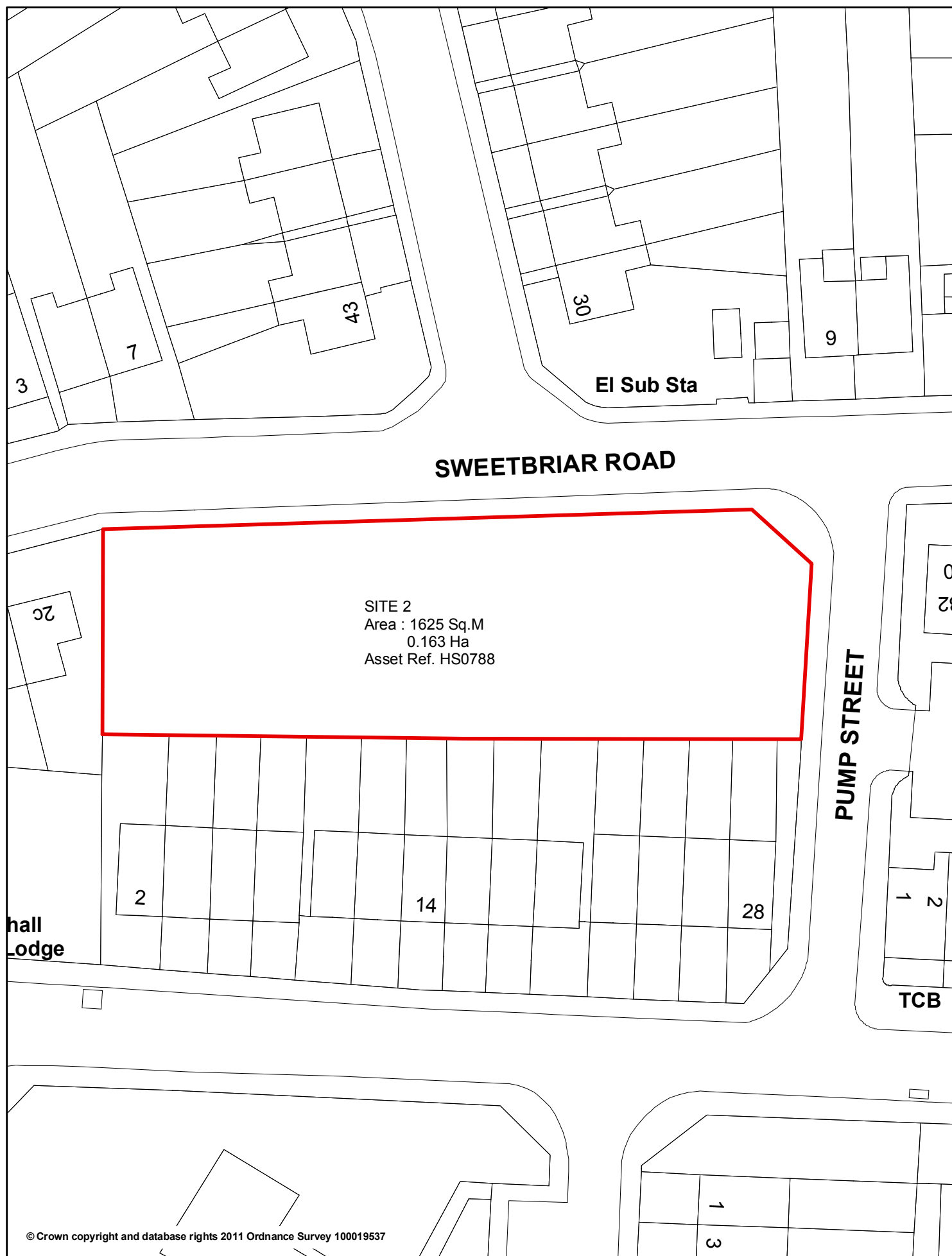
Report to Cabinet (Resources) Panel – 28 March 2017 – Disposal of Former Ettingshall Primary School site and land at Sweet Briar Road



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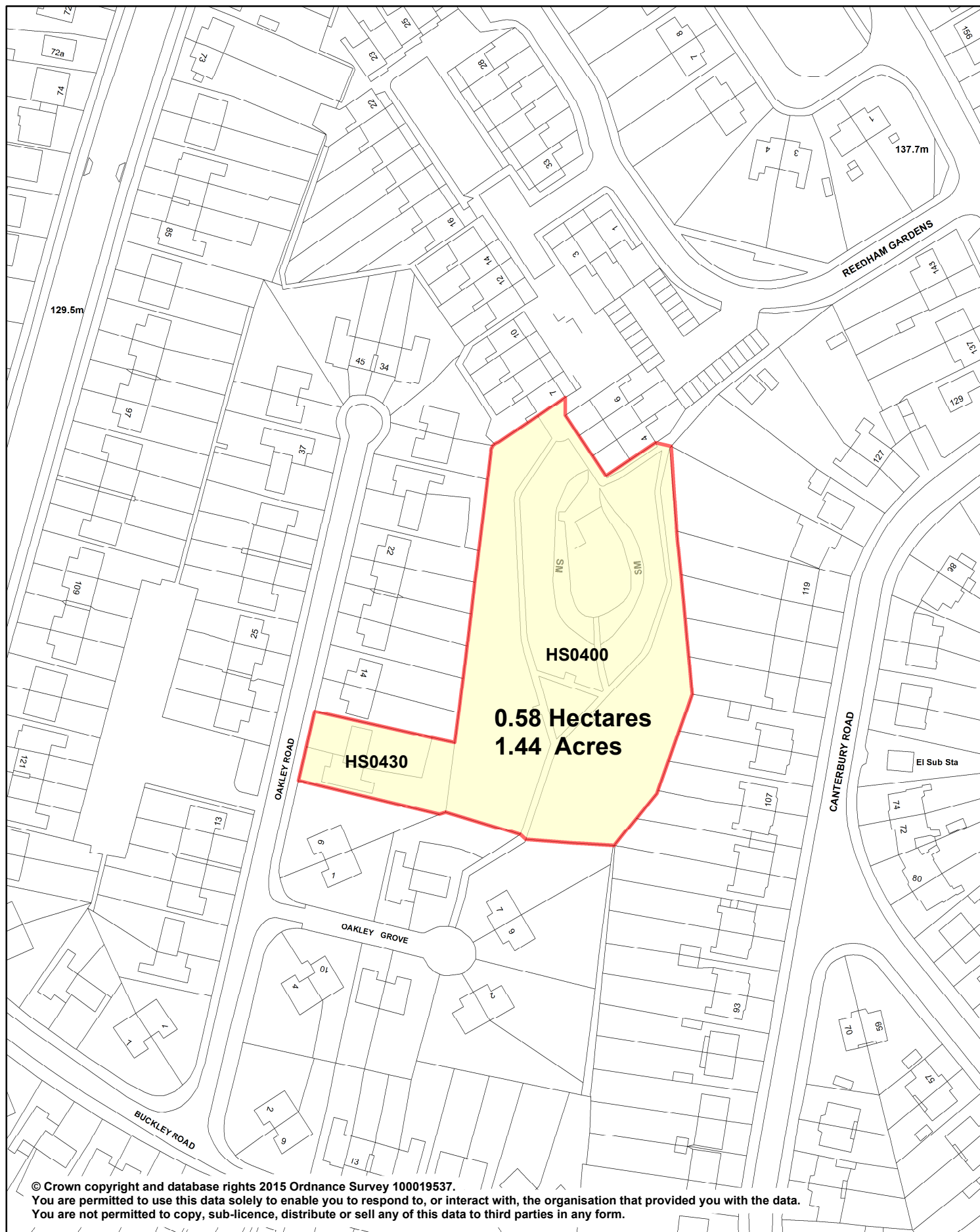


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## **Cabinet (Resources) Panel**

### **14 November 2017**

<b>Report title</b>	Empty Residential Property Pilot Programme Update	
<b>Decision designation</b>	AMBER	
<b>Cabinet member with lead responsibility</b>	Councillor Peter Bilson City Assets and Housing	
<b>Corporate Plan priority</b>	Place - Stronger Economy	
<b>Key decision</b>	Yes	
<b>In forward plan</b>	Yes	
<b>Wards affected</b>	(All Wards);	
<b>Accountable Director</b>	Lesley Roberts (Strategic Director: City Housing)	
<b>Originating service</b>	Private Sector Housing	
<b>Accountable employee</b>	Richard Long, Ruth Fletcher Tel Email	Housing Improvement Officer, Business Manager 01902 555705 richard.long@wolverhampton.gov.uk, ruth.fletcher@wolverhampton.gov.uk
<b>Report to be/has been considered by</b>	Directorate Leadership Team	30 October 2017
	Strategic Executive Board	31 October 2017

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#### **Recommendations for action or decision:**

The Cabinet (Resources) Panel is recommended to:

1. Approve continued work in-conjunction with Revenues and Benefits to ensure records are correct and up to date regarding empty properties.
2. Approve a revised budget of £10,000 to allow the continuation of the incentive scheme in 2018/19.

#### **Recommendations for noting:**

The Cabinet (Resources) Panel is asked to note:

1. The progress, outcomes, and the impact of the pilot scheme.

## **1.0 Purpose**

- 1.1 The purpose of this report is to allow members to consider progress, outcomes, and the impact of the pilot scheme since April 2017.

## **2.0 Background**

- 2.1 On 26 April 2017, Cabinet (Resources) Panel approved a pilot scheme aimed at owners of long term empty properties. The basic outline of the scheme was to offer an incentive of up to £500 to owners to either sell their property or to sign up to the established Private Sector Leasing Scheme managed by Wolverhampton Homes.

- 2.2 The following criteria was selected to be monitored to assess the effectiveness of the pilot incentives/ initiatives:

1. Take up of the incentive as targeted at groups of properties based on length of time empty.
2. Number of owners positively engaged, negatively engaged or not engaged at all.
3. Reasons that the options were not acceptable to owners within each group above.

The monitoring criterion aimed to show the effectiveness of the proposed interventions and inform the development of future initiatives aimed at minimising the number of empty properties across the City.

- 2.3 A close working relationship with the Revenues and Benefits team during 2016/17 established an agreed format for information on a monthly basis that has allowed in-depth monitoring and analysis since April 2017.

## **3.0 General Analysis of Data**

- 3.1 Appendix 1 sets out monthly trends for each Council Tax exemption and “discount” type. The “discounts” are then further broken down by tenure and length of time empty.
- 3.2 The number of properties that are exempt from Council Tax has fallen by 44 over the monitoring period. There is limited scope to intervene in many of the exemption categories. However, revenues and benefits are now checking records against the probate registry to ensure that discounts are removed 6 months after probate is granted.
- 3.3 The empty furnished category shows a dramatic rise in short term empty properties (empty less than six months) during July and August. This rise of almost 300 can be attributed to student accommodation being vacated for the summer break.
- 3.4 Empty unfurnished properties show an increase across tenures. Again, this is mainly in the empty less than six months category. Continued monitoring and comparison of data (including the Council Tax Base return) continues to better identify if this increase is seasonal, arising from the welcome increase in new-build completions, a housing market issue or other reason.

## 4.0 Incentive Scheme Analysis

- 4.1 Take up of the £500 incentive has been much lower than anticipated. Most respondents did not meet the criteria (e.g. already occupied or for sale) or had plans for the property which excluded the property from the incentive (such as the intention to rent privately). Of the 309 respondents to date, 20 qualified for the incentive and stated that they were now considering sale of their property, and a further 22 stated that they would be interested in Private Sector Leasing through Wolverhampton Homes. To date, 2 owners have provided evidence of a sale and are in the process of receiving the incentive. No properties have been taken on through Private Sector Leasing via the scheme to date.
- 4.2 The scheme is considered successful in terms of the rate of response to the mail-out. To date, the response rate is 19.37% and it may be that the £500 incentive showed that the issue of empty properties was important to the Council and prompted owners to respond.
- 4.3 The scheme and high response rate has allowed solid information to be collected on why properties have remained empty for long periods. This has been supplemented with information from live cases currently subject to the Council's encouragement/enforcement approach to empty properties.
- 4.4 Analysis of responses has established a range of reasons for properties remaining empty where an exemption does not apply. Owners stated either one or a combination of the following:

Refurbishing for Private Rent	47
Currently for Sale/ recent sale	36
Lack Finance/ Time	31
Refurbishing for Owner Occupation	28
Looking to market for sale	22
Interested in Leasing	20
Probate/ Legal Disputes	9
Over Shop	9
Ownership not established	7
Second Home	7
Illness	6
Bad Experience Renting	5
Illegal Conversion	2
Removed from Banding	1
Secure Tenancy Issues	1
Redevelopment	1

- 4.5 Where properties do not attract complaints or cause nuisance, there is little that can be done other than encourage owners to make use of their property. However, over 224 properties are either the subject of enforcement or are being monitored by the empty property team while refurbishment work/ a solution progresses.

## **5.0 Occupied Properties**

- 5.1 An additional benefit of the pilot scheme was the number of owners who responded to inform the Council that the property was occupied. To date 117 (37.86% of respondents) advised that the property was now occupied and in some cases, had been occupied for some time.
- 5.2 When a property is initially listed as empty, the Council Tax system relies on owners to inform the Council that the property is now occupied. There is no financial difference to the owner (unless the property has been empty over two years) and it is apparent that the Council is not always being advised of the change of circumstances.
- 5.3 There is also evidence of a sub-set of occupied properties where accommodation is let out on the basis that the rent is inclusive of Council Tax and/ or Utilities. While this practice is not illegal, it may be that some tenants are not receiving benefits that they are entitled to. It may also be that some unscrupulous landlords prefer the property to remain listed as empty to avoid scrutiny regarding legal and taxation responsibilities.
- 5.4 Based on the responses to the pilot, it appears that the overall number of empty properties in the City is overstated. As this situation could be financially detrimental to the Council by way of reduced New Homes Bonus, it is suggested that options to ensure that records are correct are fully explored.
- 5.5 The mail out and returns have been analysed at Appendix 2 and show the possible impact of improving the accuracy of the records.

## **6.0 Review of Options**

- 6.1 The options available are to either continue or discontinue the incentive scheme.
- 6.2 The incentive offered has been effective in terms of “starting the conversation” with owners of empty properties, quantifying the reasons for properties remaining empty, and identifying where properties are currently occupied and amending these records.
- 6.3 For reasons set out in 4.0 of this report, qualification for/ take up of the incentive is lower than anticipated and a reduced budget would therefore be required both this financial year and going forward.
- 6.4 The bringing back into use of long term empty properties has a positive impact on the city environment.

## **7.0 Reasons for Decision**

- 7.1 For a relatively modest cost per property the incentive has proven effective in engaging with owners. Where properties do qualify, the incentive of £500 encourages owners of empty homes to sell them on the open market or be taken on via the council's Private Sector Leasing scheme.

- 7.2 The bringing long term empty properties back into use has a positive impact on the city environment/ economy. Minimising the number of properties listed as empty is financially beneficial to the Council in terms of New Homes Bonus.

## **8.0 Financial implications**

- 8.1 The original budget for the pilot scheme was £50,000 within the Housing General Fund capital programme. Given that a lower number of owners who meet the qualifying criteria have been identified than anticipated, and the nature of the expenditure it is recommended that this be reduced to £10,000 to be funded from revenue budgets.
- 8.2 As the pilot incentive has enabled the Council to engage with owners, improve intelligence regarding reasons for properties remaining empty, and identify properties incorrectly listed as empty, it is considered appropriate for a budget of £10,000 to be authorised for the 2018/19 financial year. This will be funded by establishment of a corresponding budget to reflect the income received from the recovery of expenses from enforcement action under the Housing Act, Section 49.
- 8.3 Bringing long term empty properties back into use or preventing empty properties being categorised as long-term empty, will have a direct impact on the Council Tax Base, and the amount of New Homes Bonus awarded to the Council.  
[JM/03112017/M]

## **9.0 Legal implications**

- 9.1 The Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 confers a power on local authorities to improve living conditions in their area. It provides that assistance can be given for a range of matters including repairing living accommodation and the adaptation or improvement of living accommodation. Assistance can be provided in any form i.e. grant or loan and can be made subject to conditions. This power to provide assistance can only be exercised once a policy has been adopted and published thereafter the local authority can only provide assistance in accordance with that policy.
- 9.2 The incentive as set out was adopted as a policy in April 2017.  
[TS/26102017/R]

## **10.0 Equalities implications**

- 10.1 An initial equalities analysis has been undertaken indicating that there are no direct equalities implications. The bringing back into use of long term empty properties provides additional housing opportunities in the City.

## **11.0 Environmental implications**

- 11.1 The bringing back into use of long term empty properties has a positive impact on the city environment.

## **12.0 Human Resources implications**

- 12.1 The pilot scheme has been undertaken within the existing resources available to tackle long term empty properties within City Housing in-conjunction with existing Revenues and Benefits staff. Should it be considered necessary to implement increased canvassing of owners, the resourcing implications will need to be considered as part of these proposals.

## **13.0 Corporate Landlord implications**

- 13.1 There are no direct Corporate Landlord implications.

## **14.0 Schedule of background papers**

Long Term Empty properties back into use – proposed pilot – 26/4/17 Cabinet (Resources) Panel



# Appendix 1

Exemptions	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17
Second Home	1	1	1	1	1	1	0
Charitable Exemptions (H.A.) Class B	100	86	103	90	90	84	79
Owner in Prison Class D	6	7	10	7	7	8	11
Owner in Hospital/ Nursing Home Class E	162	163	152	145	151	153	146
Prior To Grant of Probate Class F	378	393	339	314	331	323	352
Exempt Following Probate Class F1/ F2	29	26	70	78	60	44	27
Occupation Prohibited Class G	17	29	29	26	26	25	23
Awaiting Religious Occupation Class H	3	2	3	3	4	4	4
In Care (not nursing home) Class I	32	37	41	41	46	45	40
Providing Care Elsewhere Class J	6	6	5	4	4	4	5
Repossession Class L	16	16	15	16	19	16	17
Caravans/ Moorings Class R	8	8	8	8	8	9	10
Annex Class T	3	3	4	4	4	4	3
	761	777	780	737	751	720	717

Empty Furnished Breakdown							
PCLB < 6 months (<182 days)	45	43	46	187	339	334	275
PCLB 6 Months - 12 Months (183 - 365 days)	24	25	31	30	27	23	24
PCLB 12 Months - 18 Months (366 - 546 days)	25	26	27	26	24	22	20
PCLB 18 Months - 2 years (547 - 730 days)	12	12	10	12	14	15	15
PCLB Over 2 Years (>730 days)	103	105	109	103	103	101	100
	209	211	223	358	507	495	434

# Appendix 1

<b>PCLC Empty Breakdown Council</b>							
PCLC < 6 months (<182 days)	181	193	188	205	220	215	212
PCLC 6 Months - 12 Months (183 - 365 days)	15	17	17	15	14	13	10
PCLC 12 Months - 18 Months (366 - 546 days)	23	21	18	13	13	15	16
PCLC 18 Months - 2 years (547 - 730 days)	13	16	20	22	19	16	17
PCLC Over 2 Years (>730 days)	1	1	1	1	1	1	2
PREM50	25	15	16	14	26	30	32
	258	263	260	270	293	290	289

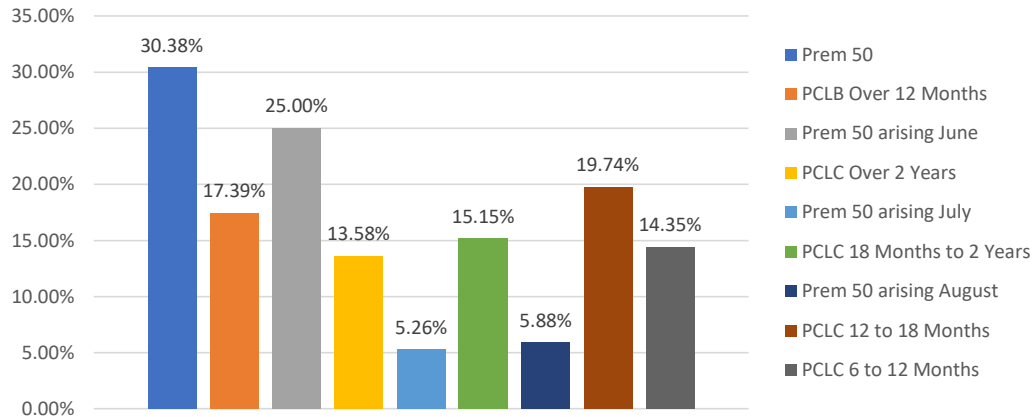
<b>PCLC Empty Breakdown Private and HA</b>							
PCLC < 6 months (<182 days)	837	840	875	877	895	945	960
PCLC 6 Months - 12 Months (183 - 365 days)	401	398	415	399	416	435	431
PCLC 12 Months - 18 Months (366 - 546 days)	257	256	260	273	277	271	260
PCLC 18 Months - 2 years (547 - 730 days)	155	163	177	169	167	166	184
PCLC Over 2 Years (>730 days)	75	76	76	85	80	84	81
PREM50	407	406	384	393	379	376	373
	2132	2139	2187	2196	2214	2277	2289

# Appendix 2

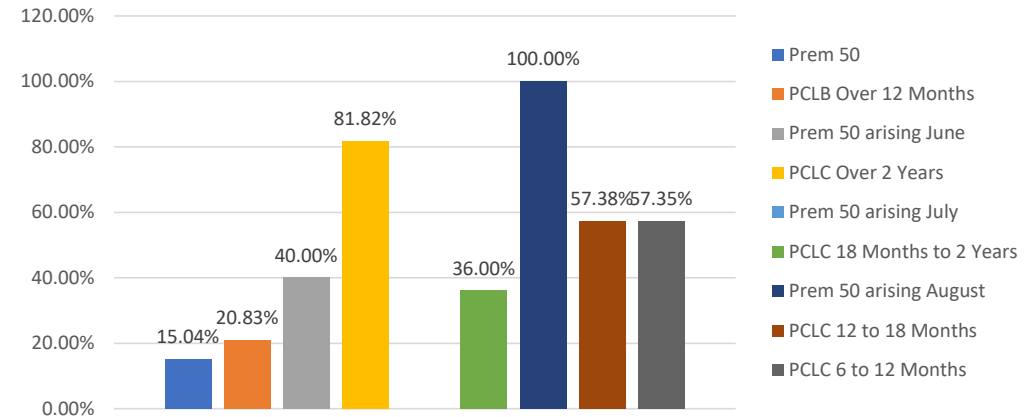
## Incentive Mail Outs

	Date	Sent	Returns	Return Rate	Occupied	Occupied Rate	Extrapolated Occupied Rate
Prem 50	02/05/2017	372	113	30.38%	17	15.04%	56
PCLB Over 12 Months	19/06/2017	138	24	17.39%	5	20.83%	29
Prem 50 arising June	19/06/2017	20	5	25.00%	2	40.00%	8
PCLC Over 2 Years	17/07/2017	81	11	13.58%	9	81.82%	66
Prem 50 arising July	17/07/2017	19	1	5.26%	0	0.00%	0
PCLC 18 Months to 2 Years	07/08/2017	165	25	15.15%	9	36.00%	59
Prem 50 arising August	07/08/2017	17	1	5.88%	1	100.00%	17
PCLC 12 to 18 Months	19/09/2017	309	61	19.74%	35	57.38%	177
PCLC 6 to 12 Months	18/10/2017	474	68	14.35%	39	57.35%	272
		1595	309	19.37%	117	37.86%	413

Rate of Return to Mail Outs



Occupied Rate



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## Cabinet (Resources) Panel

### 14 November 2017

<b>Report title</b>	Lease of Former Parkfields School to Khalsa Academies Trust	
<b>Decision designation</b>	AMBER	
<b>Cabinet member with lead responsibility</b>	Councillor Peter Bilson City Housing and Assets	
<b>Corporate Plan priority</b>	People - Stronger Communities	
<b>Key decision</b>	No	
<b>In forward plan</b>	No	
<b>Wards affected</b>	Blakenhall;	
<b>Accountable Director</b>	Tim Johnson, Strategic Director, Place	
<b>Originating service</b>	Corporate Landlord	
<b>Accountable employee</b>	Angela Ward Tel Email	Estates Manager Tel: 01902 551407 angela.ward@wolverhampton.gov.uk
<b>Report to be/has been considered by</b>	Directorate Leadership Team Strategic Executive Board	16 October 2017 24 October 2017

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#### Recommendation for action or decision:

The Cabinet (Resources) Panel is recommended to:

1. Approve the completion of a lease from The City of Wolverhampton Council to Khalsa Academies Trust from 1 September 2017 to 31 August 2018 for the former Parkfields School, Wolverhampton Road WV4 6AP.

## **1.0 Purpose**

- 1.1 The purpose of the report is to request authority to complete a lease with a rent of £109,681 per annum from The City of Wolverhampton Council to Khalsa Academies Trust from 1 September 2017 to 31 August 2018 for accommodation within the former Parkfields School, Wolverhampton Road WV4 6AP.

## **2.0 Background**

- 2.1 As tenants, Khalsa Academies Trust have occupied rooms within the former Parkfields School since September 2015 to accommodate the British Sikh School during the building of the new facility in Ettingshall.
- 2.2 In September 2016, additional rooms were occupied at Parkfields School to provide further school accommodation.
- 2.3 Due to delays in the construction of their new building and expansion of their provision, further rooms are now required for use by the British Sikh School until the end of August 2018. A new lease to include all the accommodation is now required.
- 2.4 With effect from September 2018 the school will relocate to their new school building.

## **3.0 Progress**

- 3.1 The lease from 1 September 2017 to 31 August 2018 is in draft form and has been agreed with the legal representatives of Khalsa Academies Trust.
- 3.2 This report seeks approval to finalise and issue the new lease to Khalsa Academies Trust for an annual rent of £1089,681.

## **4.0 Evaluation of alternative options**

- 4.1 The use by the school compliments the demolition timeframe for part of the Parkfields site for redevelopment and the lease maximises the income generation for the asset. The alternative option is to have vacant accommodation at Parkfields school pending demolition.

## **5.0 Reasons for decision**

- 5.1 The completion of the lease will enable continued use of the building reducing security and maintenance costs during the period before demolition and income to the Council will be achieved.

## **6.0 Financial implications**

- 6.1 The lease of the former Parkfields School, Wolverhampton Road WV4 6AP will generate revenue income of £109,681 per annum for the General Fund for the period 1 September 2017 to 31 August 2018.

- 6.2 Legal costs incurred by the Council will be met from the corporate revenue budget for legal fees.  
[RJ/03102017/P]

## **7.0 Legal implications**

- 7.1 The lease is to be for a term of one year and will be contracted out of the provisions of the Landlord and Tenant Act 1954 which removes any security of tenure to the Tenant. This means the Council will not have to pay compensation to the Tenant or be obliged to renew the Lease at the end of the term.
- 7.2 The Council will be responsible for all of the outgoings attributable to the premises and will recover these costs via the Service Charge. The other terms of the lease will be standard to a short-term lease for use by an educational establishment.  
[RB/03102017/G]

## **8.0 Equalities implications**

- 8.1 There are no equalities implications.

## **9.0 Environmental implications**

- 9.1 There are no environmental implications.

## **10.0 Human resources implications**

- 10.1 There are no human resources implications.

## **11.0 Corporate Landlord implications**

- 11.1 Corporate landlord implications are outlined above.

## **12.0 Schedule of background papers**

- 12.1 There are no background papers.

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## Cabinet (Resources) Panel

14 November 2017

<b>Report title</b>	Schedule of Individual Executive Decision Notices	
<b>Decision designation</b>	AMBER	
<b>Cabinet member with lead responsibility</b>	All	
<b>Key decision</b>	No	
<b>In forward plan</b>	No	
<b>Wards affected</b>	All	
<b>Accountable director</b>	Kevin O'Keefe, Governance	
<b>Originating service</b>	Democratic Support	
<b>Accountable employee(s)</b>	Dereck Francis Tel Email	Democratic Services Officer 01902 555835 dereck.francis@wolverhampton.gov.uk
<b>Report to be/has been considered by</b>	N/A	

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### Recommendation for noting:

The Cabinet (Resources) Panel is asked to note the summary of open and exempt individual executive decisions approved by the appropriate Cabinet Members following consultation with the relevant employees.

## Schedule of Individual Executive Decision Notices

### Part 1 – Open Items

#### 1. Corporate

None

#### 2. People

None

#### 3. Place

Decision maker	In consultation with	Date Approved	Contact Officer
Councillor Steve Evans	Service Director, City Environment	6 October 2017	Keith Rogers 01902 552855
<b>Title and summary of decision</b>			
<b>Proposal to Gate Part of Primrose Avenue, Bushbury North</b>			
1. Approved the recommendation to gate a section of Primrose Avenue, Bushbury North, restricting vehicular access.			
2. Authorised the Director of Governance to make the Public Spaces Protection Order.			
Decision maker	In consultation with	Date Approved	Contact Officer
Councillor Steve Evans	Service Director, City Environment	13 October 2017	Marianne Page 01902 551798
<b>Title and decision summary</b>			
<b>City North Gateway – J2 to Springfield Traffic Regulation Order Consultation feedback</b>			
1. Approved the recommended action to implement the following orders as advertised; a. a one-way order, mandatory left turns order, prohibited right turns order, 20 mph speed limit order as respectively shown on plans T4/3861, T4/3863, T4/3864, T4/3865 and T1/672 appended to the report.			
2. Approved the recommended action to implement no U-turns orders as shown on plan T4/3862A which are as advertised, with the exception of the A449 north bound at Springfield Lane which is not to be implemented.			
3. Approved the recommended action to implement waiting and loading restrictions as shown on plan T1/672B which are as advertised with the exception of the following amendments:			
a. Stafford Road Access Road (northern section); no traffic orders to be implemented			
b. Outside 796 to 802 Stafford Road, amend proposed no waiting and no loading to allow loading except between 7.30-9.00am and 4.30-6.00pm.			
c. Amend the waiting restriction on Farmbrook Avenue - the eastern limit of the No waiting to be 10m east of The Holmes.			
d. Mill Green west side. Amend from No Waiting to waiting limited to 3 hrs no return within 2 hrs.			
4. Approved the recommended action to revoke existing TRO's as advertised and shown on plan T4/3865.			

Decision maker	In consultation with	Date Approved	Contact Officer
Councillor Steve Evans	Service Director, City Environment	3 October 2017	Nick Broomhall 01902 555723
<b>Title and summary of decision</b>			
<b>Improving Pedestrian Safety - Molineux Stadium, Civic and Wulfrun Hall Orders</b>			
<ol style="list-style-type: none"> <li>1. Approved the recommended action to make an experimental no stopping order and an experimental prohibition of vehicles order to roads surrounding Molineux Stadium, Civic and Wulfrun Halls, as shown on plans T4/3859C, T4/3860A, T4/3881, T4/3882 appended to the report.</li> <li>2. Authorised the Director of Governance to implement the relevant experimental traffic regulation order.</li> </ol>			

## Part 2 – Exempt Items

### 1. Corporate

Decision maker	In consultation with	Date Approved	Contact Officer
Councillor Andrew Johnson	Director of Finance	3 October 2017	Gail Rider 01902 553496
<b>Title and summary of decision</b>			
<b>Replacement Printer Contract</b>			
Awarded the contract for Replacement Printers to Xerox UK Ltd of Uxbridge for a duration of three years from 10 September 2017 to 9 September 2020 for a total contract value of £240,000.			
Decision maker	In consultation with	Date Approved	Contact Officer
Leader of the Council, Councilor Val Gibson, Councillor Sandra Samuels OBE and Councillor Paul Sweet	Managing Director	24 August 2017	Keith Ireland 01902 554500
<b>Title and summary of decision</b>			
<b>Appointment of Independent Chair of the Wolverhampton Children's Safeguarding Board and Wolverhampton Adults Safeguarding Board</b>			
Approved the appointment of Linda Sanders as the Independent Chair of the Wolverhampton Children's Safeguarding Board and Wolverhampton Adults Safeguarding Board with effect from 11 September 2017 for a period of two years with a possible extension of up to a further two years.			

### 2. People

None

### 3. Place

Decision maker	In consultation with	Date Approved	Contact Officer
Councillor Peter Bilson	Service Director, City Economy	2 October 2017	Simon Lucas 01902 555618
<b>Title and summary of decision</b>			
<b>Bilston Urban Village – Award of Contracts for Strategic Environmental Infrastructure Works</b>			
Approved the award of a contract for open space works to The Landscape Group with a contract value of £1.0 million starting in October 2017 and ending in April 2018.			
Decision maker	In consultation with	Date Approved	Contact Officer
Councillor Peter Bilson	Strategic Director, City Housing	17 October 2017	Lisa Morgan 01902 554746
<b>Title and summary of decision</b>			
<b>Small Works Assistance Grant – 71 Cranmore Road, Tettenhall</b>			
<ol style="list-style-type: none"> <li>1. Authorised the use of the Council's discretion under the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 and awarded a repayable Small Works Assistance Grant in respect of 71 Cranmore Road, Tettenhall in excess of current policy limit of £10,000.</li> <li>2. Approved that a local land charge be attached to the property in respect of the value of the works to enable the Council to recover the costs incurred upon sale or change of ownership.</li> </ol>			
Decision maker	In consultation with	Date Approved	Contact Officer
Councillor Peter Bilson	Strategic Director, City Housing	24 October 2017	Lisa Morgan 01902 554746
<b>Title and summary of decision</b>			
<b>Small Works Assistance Grant – 10 Willis Pearson Avenue, Bilston</b>			
<ol style="list-style-type: none"> <li>1. Authorised the use of the Council's discretion under the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 and awarded a repayable Small Works Assistance Grant in respect of 10 Willis Pearson Avenue, Bilston in excess of current policy limit of £10,000.</li> <li>2. Approved that a local land charge be attached to the property in respect of the value of the works to enable the Council to recover the costs incurred upon sale or change of ownership.</li> </ol>			
Decision maker	In consultation with	Date Approved	Contact Officer
Councillor Peter Bilson	Strategic Director, Place	24 October 2017	Julia Nock 01902 550316
<b>Title and summary of decision</b>			
<b>Land and Property Transactions</b>			
Approved the completion of the following transactions and their terms:			
<b>Leases, Easements, Notices, Surrenders and other Deeds</b>			
<ul style="list-style-type: none"> <li>• Deed of easement at Merridale Road, Graiseley to Western Power Distribution.</li> <li>• Transfer of land to City of Wolverhampton Council at Merridale Road, Graiseley.</li> </ul>			

<b>Decision maker</b>	<b>In consultation with</b>	<b>Date Approved</b>	<b>Contact Officer</b>
Councillor Steve Evans	Service Director, City Environment	13 October 2017	Marianne Page 01902 551798
<b>Title and decision summary</b>			
<b>City North Gateway – J2 to Springfield Consultation Feedback</b>			
<ol style="list-style-type: none"> <li>1. Approved implementation to the City North Gateway Phase 1 – A449 M5 Junction 2 to Springfield Lane scheme as amended following public consultation.</li> <li>2. Approved the award of a works contract with Eurovia Construction in the sum of £4.5 million.</li> </ol>			
<b>Decision maker</b>	<b>In consultation with</b>	<b>Date Approved</b>	<b>Contact Officer</b>
Councillor Peter Bilson and Councilor Andrew Johnson	Managing Director and Director of Finance	26 October 2017	Ruth Fletcher 01902 550179
<b>Title and summary of decision</b>			
<b>The City of Wolverhampton Housing Company Limited (trading: WV Living) – Changes to the Board and the Remuneration and Expenses Policy</b>			
<ol style="list-style-type: none"> <li>1. Approved the removal of Claire Nye, Director of Finance, from The City of Wolverhampton Housing Company Limited's board of directors.</li> <li>2. Approved the appointment of Mark Taylor, Director of People, on The City of Wolverhampton Housing Company Limited's board of directors.</li> <li>3. Agreed that the City of Wolverhampton Housing Company Limited's Remuneration and Expenses Policy be amended to allow for independent board members from outside the Council to be paid in special circumstances when a specific skill set is required, i.e. commercial experience.</li> </ol>			
<b>Decision maker</b>	<b>In consultation with</b>	<b>Date Approved</b>	<b>Contact Officer</b>
Councillor John Reynolds	Service Director, City Economy	18 October 2017	Heather Clarke 01902 555614
<b>Title and summary of decision</b>			
<b>Digital Passport Partnership Agreement</b>			
Agreed to enter into a partnership agreement with the University of Wolverhampton relating to the delivery of the European Regional Development Fund funded Digital Passport project.			

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