



# Cabinet (Resources) Panel Meeting

## Minutes – 15 October 2013

### Attendance

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

Cllr Andrew Johnson (chair)  
Cllr Peter Bilson  
Cllr Phillip Page  
Cllr John Reynolds  
Cllr Paul Sweet

#### Apologies for Absence:

Apologies for absence were submitted on behalf of Councillor S Evans and Lawrence

#### Staff

Keith Ireland	Strategic Director – Delivery
Alistair Merrick	Assistant Director for Central Services
Marie Bintley	Head of Physical Regeneration
Peter Oakeshott	Head of Procurement
Helen Price	HR Specialist Strategy and Policy
Mark Blackstock	Outdoor Events Manager
Rupert Knowlden	Operation and Events Manager
Jane Trethewey	Section Leader, Housing Development
Liz Kiely	Democratic Services Officer

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

*Item No.*    *Title*

### MEETING BUSINESS ITEMS

61.        **Declarations of interests**  
            None submitted

62. **Minutes of the previous meeting (24 September 2013)**

Resolved:

That the minutes of the meetings held on 24 September 2013 be approved as a correct record and signed by the Chair.

63. **Matters arising**

There were no matters arising from the minutes of the previous meeting.

**DECISION ITEMS (Amber – delegated to the Cabinet)**

64. **Mid-Year Review of Civic Halls and Slade Rooms Retail Prices**

Resolved:

1. That the increase of specific bar retail prices to generate additional income and in response to the increase in the price of certain stock items be approved
2. That the current fees and charges protocol be varied and the Head of service in consultation with the Assistant Director Partnerships Economy and Culture be authorised to increase retail process of stock without consultation with the Assistant Director Finance provided any change increases the gross margin on that stock item, such variation to be recorded along with the reasons as part of the normal audit process
3. That the Head of Service be authorised to set retail prices on new products that are procured from existing approved suppliers where that process will be set in accordance with the approved retail price and gross margin of similar stock items, without consultation with the Assistant Director Finance
4. That the Head of Service be authorised to vary fees and charges for hall hire rates, when the opportunity arises to secure an act or event where a response is required in 24 hours or out of hours without consultation with the Assistant Director Finance when any change in price makes less than a 10% difference to the approved hall hire rates, such variation to be recorded along with the reason as part of the normal audit process details of any variations to be sent to Strategic Finance within 48 hours of the decision being made
5. That all other variations to approved fees and charges to be subject to existing fees and charges protocol
6. That the Panel to receive report back in six months time to review the procedures

65. **School Milk Charges Update Report**

Resolved;

1. That the maximum termly charge for school milk be increased to £11.97 per term with effect from 1 January 2014 in line with the Rural Payments Agency subsidy framework subject to agreement by schools, via Schools' Forum or equivalent appropriate body
2. That schools not charge parents more than the amount recommended by the Local Authority which is currently £10.00 per term

66 **Criminal Records check for Councillors (DBS)**

Resolved:

1. That all Councillors have a standard DBS check regardless of other checks they may have
2. That the constitution be amended to include details of the Council's policy to conduct criminal checks for Councillors

**INFORMATION ITEMS**

67 **Schedule of Green Decisions**

Resolved:

That the summary of open and exempt green decisions approved by the designated officer following consultation with the appropriate Cabinet Member be noted.

**EXCLUSION OF PRESS AND PUBLIC**

68. **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 item(s) of business as they involve the likely disclosure of exempt information falling within the paragraphs of Schedule 12A of the Act set out below:

<i>Item No.</i>	<i>Title</i>	<i>Applicable paragraph</i>
10	Corporate procurement - award of contracts for works, goods and services	3
11	Rating and Revenue Matters	3
12	FutureSpaces – Mini-Competition for a Construction Contractor	3
13	Housing Development Land Review Sites for Consideration	3
14	Wolverhampton Youth Zone Delivery Strategy Progress Update	1
15	Exempt Staffing Issues	3

**Part 2 – exempt items, closed to the press and public**

69. **Corporate procurement – award of contracts for works, goods and services**

Resolved:

1. That a contract be awarded for the supply of Paper and Board for a term of three years
2. That a contract be awarded for the replacement of air conditioning units at Bilston Market

3. That a contract be awarded for property related professional services for a fifty two month term commencing in November 2013
4. That a contract be awarded for Intensive Mental Health Accommodation for a term of three years with the option to extend by up to a further year

70. **Rating and Revenue Matters**

Resolved:

That the recommendations for the discretionary rate relief applications as detailed in the report be approved.

71. **FutureSpaces – Mini-competition for a Construction Contractor**

Resolved:

1. That a preferred bidder for Stage 2 (detailed design proposals) of the mini-competition be approved for a construction contractor for the FutureSpaces Programme
2. That it be noted that the decision to appoint the preferred bidder is not confirmation that the deep refurbishment of the Civic Centre has been approved, it will enable detailed design to be undertaken to produce the Final Business Case for Cabinet to consider in February 2014

72. **Housing Development Land Review Sites for Consideration**

Resolved:

1. That the Housing Development Team seek to develop sites for new housing including affordable housing, subject to more detailed feasibility studies on individual sites and further reports be submitted back to Cabinet(Resources) Panel to confirm the delivery and funding arrangement for each scheme
2. That the following sites be approved for proposed development using the Council's contractor:-
  - Redcotts Close, Fallings Park Ward
  - Newman Road/Tennyson Road, Fallings Park Ward
  - 5 &7 Hughes Road Bilston North Ward
  - Welbury Gardens, St Peters Ward
3. That the following sites be approved for development through the Delivery Partner Panel:-
  - Former Dale House, Bushbury South and Low Hill Ward
  - Open Spaces at Cambridge Street, Heath Town Ward
  - Tenbury Gardens, Penn Ward subject to further investigation of a disposal option
4. That the following sites be approved for development through disposal and securing of Section 106 Affordable Housing:-
  - Fifth Avenue/BROOME Road, Bushbury SOUTH AND Low Hill Ward subject to confirmation of an alternative option to link it to Tap Works Site
  - Tower Works/Fort Works, Graiseley Ward
5. That the Cabinet Member for Economic Regeneration and Prosperity in consultation with the Strategic Director Education and Enterprise be authorised to sign off the detailed development of the individual site feasibility studies

6. That costs of up to £288,000 be committed from the HRA capital budget to progress these sites to the point of initiating development, subject to confirmation of funding availability
7. That the Council purchase the former Tap Works Site on Showell Road in order to develop it through the Homes and Communities Agency's Delivery Partner Panel for a mixed tenure housing scheme, subject to confirmation of funding availability
8. That it be noted that the Housing Development Land Review has shown that there is a range of Council owned sites with housing development potential across the City which can be brought forward for new housing schemes subject to future resources availability and prioritisation

73 **Wolverhampton Youth Zone Delivery Strategy Progress Update**

Resolved;

1. That the progress made in bringing forward the delivery of the Youth Zone be noted
2. That the existing commitment to a revenue contribution of £400,000 per annum from 2015/16 for a minimum three year period be reviewed during the third year with a view to continuing to provide ongoing revenue support for the Youth Zone, the amount of revenue funding will be determined once the budgetary provision has been assessed.
3. That the use of forfeiture provisions within the lease be approved as an alternative to a break clause

74 **Exempt Staffing Issues**

Resolved:

That the staffing establishment changes as detailed in the report be noted