



Cabinet (Resources) Panel

7 January 2014

Time 5.00pm **Public meeting?** YES **Type of meeting** Executive

Venue Civic Centre, St Peter's Square, Wolverhampton WV1 1SH

Room Committee Room 4 (3rd floor)

*A pre-meeting for members of the Panel will
be held in meeting room 4 at 4.30pm.*

Membership

Chair Cllr Andrew Johnson (Lab)

Labour

Cllr Peter Bilson
Cllr Steve Evans
Cllr Roger Lawrence
Cllr Phil Page
Cllr John Reynolds
Cllr Paul Sweet

Conservative

Liberal Democrat

Quorum for this meeting is two Councillors.

Information for the Public

If you have any queries about this meeting, please contact the democratic support team:

Contact Matthew Vins

Tel 01902 554070

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Address Democratic Support, Civic Centre, 2nd floor, St Peter's Square,
Wolverhampton WV1 1RL

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Tel 01902 555045

Some items are discussed in private because of their confidential or commercial nature. These reports are not available to the public.

Agenda

Part 1 – items open to the press and public

Item No. Title

MEETING BUSINESS ITEMS

1. **Apologies for absence**
2. **Declarations of interest**
3. **Minutes of the previous meeting (17 December 2013)**
[For approval]
4. **Matters arising**
[To consider any matters arising from the minutes]

DECISION ITEMS (Amber – delegated to the Cabinet (Resources) Panel)

5. **HS2 Consultation Response**
[To approve the suggested response to Government on the High Speed Rail 2 phase one environmental statement consultation.]

INFORMATION ITEMS

6. **Schedule of Green Decisions**
[To note the schedule of open and exempt decisions approved by Cabinet Members following consultation with the relevant employees]

EXCLUSION OF PRESS AND PUBLIC

7. **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 the press and public

<i>Item No.</i>	<i>Title</i>	<i>Grounds for exemption</i>	<i>Applicable paragraph</i>
8.	Corporate Procurement Award of Contracts for Works, Goods and Services [To agree the acceptance of the award and extension of Council contracts as required by the Council’s Contract Procedure Rules]	Information relating to the financial or business affairs of any particular person (including the authority holding the information)	3
9.	Revenues and Ratings Matters [To approve the recommendations for discretionary rate relief applications.]	Information relating to the financial or business affairs of any particular person (including the authority holding the information)	3
10.	Bilston Regeneration [To approve the main heads of terms for a new Collaboration Agreement with the Homes and Community Agency in regard to Bilston Urban Village.]	Information relating to the financial or business affairs of any particular person (including the authority holding the information)	3
11.	Creation of a Council Temporary Staffing Agency [To Approve the creation of a Council owned Temporary Staffing Agency as a Limited Company and to agree to the proposed Board of Directors for the company.]	Information relating to the financial or business affairs of any particular person (including the authority holding the information)	3
INFORMATION ITEMS			
12.	Changes to Employee Establishment [To note the schedule of changes approved by Cabinet Members and Directors]	Information relating to any individuals	1



Cabinet (Resources) Panel

Minutes – 17 December 2013

Attendance

Members of the Cabinet (Resources) Panel

Cllr Andrew Johnson (Chair)
Cllr Peter Bilson
Cllr Steve Evans
Cllr Roger Lawrence
Cllr Phillip Page
Cllr John Reynolds
Cllr Paul Sweet

In Attendance

Cllr Val Gibson

Employees

Keith Ireland	Strategic Director – Delivery
Tim Johnson	Strategic Director – Education and Enterprise
Sarah Norman	Strategic Director - Community
Wendy Trainor	Interim Chief Legal Officer
Peter Oakeshott	Head of Procurement
Martyn Sargeant	Head of Democratic Services
Matthew Vins	Graduate Management Trainee

There were no apologies for absence.

Part 1 – items open to the press and public

Item No. Title

MEETING BUSINESS ITEMS

2. **Declarations of interests**

3. **Minutes of the Previous Meeting (26 November 2013)**

Resolved:

That the minutes of the meetings held on 26 November 2013 be approved as a correct record and signed by the Chair.

4. **Matters Arising**

There were no matters arising.

DECISION ITEM – (Red Item - Reserved to the Council)

5. Local Council Tax Reduction Scheme 2014/15 Onwards

Resolved:

1. To review the consultation feedback and equality analysis.
2. That the Local Council Tax Discretionary Discount Policy be approved.
3. That Council be recommended to:
 - (a) Note the feedback from consultation.
 - (b) Note the Equality analysis
 - (c) Approve the following revision to the Local Council Tax Reduction Scheme:
 - (i) The basis on which support is calculated is revised from 91.5% of net liability to 88% of gross liability.
 - (ii) The rate at which support is withdrawn as income increases (the taper) is revised from 20% to 23%.
 - (iii) Support is restricted to the level of a band C property.
 - (iv) Entitlement to second adult rebate is removed.
 - (v) The capital cut-off limit is revised from £16,000 to £6,000.
 - (vi) The rate of non-dependent deduction is increased by 5% above the Government uprating of the Prescribed Scheme for 2014/15.
 - (vii) Entitlement to backdated awards is limited to one month.
 - (viii) The disregard of child benefit income is limited to the rate for the first child.
 - (d) Approve the full text of the revised scheme which is to be adopted from 1 April 2014.
 - (e) Authorise the Cabinet Member for Resources in consultation with the Strategic Director for Delivery, to make any consequential amendments to the Council's Constitution.

DECISION ITEMS (Amber – Delegated to the Cabinet)

6. Quarter 2 Revenue Budget Monitoring

Cllr Johnson presented a report in regard to Revenue Budget Monitoring 2013/14. He explained that each portfolio holder and relevant officer would take action to look into the variations contained in Appendix B. He highlighted the January round of budget meetings would consider the findings.

Resolved:

1. That £163,000 from the Efficiency Reserve be used to fund a review of the alternative delivery models for care services currently provided in house, and to procure the services of an external provider to design and deliver a bespoke leadership and management development programme.
2. That the write off of business rates debts that individually exceed £5,000, amounting to a total of £683,793, be approved.
3. That virements totalling £8.6 million be approved.

4. To note the projected outturn for the General Fund which will be a net over spend of £6.8 million in the event that the action being taken to address this does not deliver savings in the appropriate timescale.
5. That the action being taken to reduce this projected over spend be noted.

7. **Fixed Penalty Review**

Resolved:

1. That the introduction of revised fixed penalties as detailed in the table below be approved.

Penalty	Current	Proposed
Nuisance parking	£75	No change
Vehicle abandonment	£120	£120 plus costs
Litter	£50	No change
(Street) litter control	£60	£100
Unauthorised literature distribution	£50	£75
Graffiti and flyposting	£50	£50 per poster up to five then one additional FPN for every ten posters there after
Failure to produce waste transfer notes	£180	£300
Failure to produce waste carrier registration documents	£180	£300
Offences in relation to waste receptacles	£60	£100
Offences under dog control orders	£50	£75
Failure to nominate key-holder (within an alarm notification area)	£50	£50
Noise from dwellings	£60	£60
Noise from licensed premises	£500	£500
Failure to display no smoking signs	£200 reduced to £150 if paid in 15 days	£200
Smoking in a smoke free environment	£50 reduced to £30 if paid in 15 days	£50
Supply of alcohol by a club to a person under 18	Not yet formalised in Wolverhampton	To discuss with West Midlands Police. If agreed will adhere to their level of FPN fines.
Sale of alcohol anywhere to a person under 18		
Buys alcohol on behalf of person under 18		
Buys alcohol for consumption on relevant premises for person under 18		
Delivery of alcohol to person under 18		

2. To approve the extension of fixed penalty provision introduced by new legislation, namely in respect of the production of energy performance certificates and underage sales of alcohol.
3. To note that various Acts under which fixed penalties are issued enable local

authorities to use their fixed penalty receipts only to help meet the cost of certain specified functions.

INFORMATION ITEMS

8. **Changes to Employee Establishment**

Resolved:

1. That the changes made to the employee establishment be noted.

9. **Schedule of Green Decisions**

Resolved:

1. That the summary of open and exempt green decisions approved by Cabinet Members, following consultation with the appropriate employee, be noted.

EXCLUSION OF PRESS AND PUBLIC

10. **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>
11	Corporate procurement - award of contracts for works, goods and services	3
12	Surplus Properties and Disposal Methods	3
13	Progression of Section 77	3
14	Provision of Hired School Transport	3
15	Block 10 and 11	3
16	Changes to Employee Establishment	1

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

11. **Corporate Procurement – Award of Contracts for Works, Goods and Services**

Resolved:

1. That the variation of the existing banking agreement with the Co-operative Bank be authorised.
2. That the variation of the existing agreement for the support of the FutureWorks programme be authorised.
3. That the extension of the existing agreement for the provision of an advocacy service for two additional years be authorised.
4. That the delegation of authority to the Cabinet Member for Governance and Performance, in consultation with the Strategic Director for Delivery, for the award of a contract to provide independent legal support for participants in the voluntary redundancy programme be authorised.
5. That an exemption to the competition processes of the Constitution be authorised.

12. **Surplus Properties**

Resolved:

1. To declare land and property surplus to requirements and agree to its disposal.
2. That the agreed terms for the disposal of sites through an independent decision delegated to the Strategic Director for Education and Enterprise in consultation with the Cabinet Member for Economic Regeneration and Prosperity be approved.

13. **Progression of Section 77**

Resolved:

1. That submission of an application under Section 77 of the School Standards and Framework Act 1998, in order to seek Secretary of State approval for the disposal of playing fields on ex-school sites, which have already been identified as surplus to requirements be endorsed.
2. That sanction of the statutory consultation required as part of an application under Section 77 be commenced.
3. That authority is delegated to the Strategic Director for Education and Enterprise, in consultation with the Cabinet Member for Schools, Skills and Learning, to review and agree the submission of the Section 77 application to the Secretary of State in March 2013 based on the consultation results be agreed.

14. **Provision of Hired School Transport**

Resolved:

1. That the acceptance of tenders for the 2013/14 academic year be confirmed.
2. That the Chief Legal Officer be authorised to complete and execute the required legal documentation with each successful tender.

15.

Blocks 10 and 11

Cllr Bilson presented a report about Blocks 10 and 11. He highlighted that an updated report had been circulated to Councillors with the additional assurance that before the development of Block 10, all the preconditions would have been satisfied.

Cllr Johnson tabled an amended recommendation for Item 15.

Cllr Bilson moved the amended recommendations for Item 15.

Resolved:

1. To approve the revocation of Recommendation 5 (for action or decision) in the 18 September 2013 report to Cabinet (Item 4 – Exempt – Blocks 10 and 11, Wolverhampton Interchange) noting that these previously delegated decisions will now be taken by the Cabinet (Resources) Panel
2. That the appointment of Neptune Projects Limited as Development Manager be approved.
3. To approve the exchanging of a Funding and Phase Agreement with Neptune Projects Limited for the construction of Block 10 and an Agreement for Lease and Lease with a potential tenant for part of the ground floor of Block 10, noting that the Phase Agreement will contain pre-conditions relating to:
 - (a) An Agreement for Lease and Lease being exchanged for part of the ground floor of Block 10.
 - (b) A satisfactory and unchallengeable planning permission being granted.
4. That subject to the satisfactory execution of recommendations 3) and 4) above, and as previously reported to Cabinet on 18 September 2013, the:-
 - (a) Issuing of instructions to Neptune to procure and appoint a contractor to build Block 10 be approved.
 - (b) Delegation of authority in respect of lettings for Blocks 10 and 11 to the portfolio holders for Resources and Economic Regeneration and Prosperity in consultation with the Strategic Director for Education and Enterprise and the Assistant Director for Finance, be approved
 - (c) Application for, and granting of relevant licenses to enable the construction of Block 10 be approved.
 - (d) Procurement and appointment of a managing and/or letting agent for Blocks 10 and 11 be approved.
 - (e) Acceptance of an offer from HM Treasury for access to lower interest rate borrowing from the Public Works Loans Board for this purpose.
 - (f) Acceptance of capital and/or revenue support under the Growing Places Fund be approved.
5. To note that any financial commitments arising from the recommendation in this report shall be restricted to the previously approached capital programme allocations.

16. **Changes to Employee Establishment**

Resolved:

1. That the employee establishment changes be noted.



Cabinet (Resources) Panel

07 January 2014

Report title	HS2 – Response to Government Consultation	
Decision designation	AMBER	
Cabinet member with lead responsibility	Councillor Peter Bilson Economic Regeneration and Prosperity	
Key decision	No	
In forward plan	No	
Wards affected	All	
Accountable director	Tim Johnson, Education and Enterprise	
Originating service	Transportation	
Accountable employee(s)	Lydia Barnstable	Head of Transportation
	Tel	01902 555684
	Email	Lydia.Barnstable@wolverhampton.gov.uk
Report to be/has been considered by	Strategic Executive Board	9 Dec 2013

Recommendation(s) for action or decision:

The Cabinet (Resources) Panel is recommended to:

1. Approve the draft response to Government on the High Speed Rail 2 (HS2) Phase One environmental statement consultation.

1.0 Purpose

- 1.1 To outline the anticipated impact of HS2 Phase One on Wolverhampton Railway station and highway access to the station and approve the response to Government on the recent HS2 environmental statement consultation as set out in section 3 of this report.

2.0 Background

- 2.1 On 25 November 2013 Government launched a consultation on the environmental statement for HS2 Phase One, which accompanies the HS2 Phase One Hybrid Bill. The HS2 environmental statement includes likely and significant environmental implications of construction and operation along the route, and measures to manage and reduce these.
- 2.2 The objective for HS2 Phase One investment is to increase capacity on the key north-south routes out of London through a combination of new infrastructure and released capacity on existing lines. The Hybrid Bill, effectively the planning application for the HS2 scheme, will give the Government the powers to construct and operate the railway. If Royal Assent is achieved then construction on the line is expected to commence in 2016/17 to allow for opening in 2026.

3.0 Progress, options, discussion, etc.

- 3.1 The proposed HS2 Phase One route does not include any rail infrastructure or station facilities within Wolverhampton, however the environmental statement includes an appraisal of the likely impacts 'off route'. Off route impacts are defined as those that may occur at locations beyond the proposed scheme's route corridor. Below is a summary of the likely impacts upon Wolverhampton as a result of HS2 construction and operation, as addressed within the environmental statement.
- 3.2 Most works on operational rail infrastructure will be undertaken at night or during weekend possessions, but such a long programme of works may cause disruption to the travelling public and freight services. Proposed works at Euston Station to increase platform numbers from 18 to 24 have the most potential to cause substantial disruption to passengers. Activities during construction will put pressure on the available capacity and will have a potential impact upon network performance and consequent delays to services and passengers on the West Coast Main Line (WCML).
- 3.3 In terms of general highway impacts after HS2 becomes fully operational, the annual vehicle kilometres on long distance highway routes will reduce and result in some level of relief of congestion and improvement in traffic speeds, particularly on the West Midlands to London highway corridor.
- 3.4 The transfer of long distance passengers from the classic rail network to the proposed High Speed route will create the opportunity to provide additional services and stops at more locations. The released capacity will also help to address some of the reliability and overcrowding issues experienced on existing routes, including those operating through Wolverhampton. The general assumption for the proposed scheme is a reduction in long

distance WCML services, replaced with an enhancement of medium distance and local commuter routes into London and Birmingham. This will result in changes to future rail services through Wolverhampton.

- 3.5 Wolverhampton station is referred to specifically as one of six off-route stations impacted by HS2 which required further analysis to determine whether, as a result of the anticipated increase in passenger numbers, there will be any substantial local transport impacts. The focus of the impact was upon the number of cars and taxis accessing the station as a result of HS2 being implemented. An appropriate methodology and up to date baseline figures have been used to undertake the impact assessment.
- 3.6 It is forecast that by 2036 passenger demand at Wolverhampton station will increase by 13% as a result of HS2. The future impact study does not account for any changes to the access or drop off arrangements for the railway station. It is estimated that the implementation of HS2 will result in an additional 105 trips in the morning peak hour and 89 trips in the evening peak hour at Wolverhampton railway station. Beyond Railway Drive, when these trips are distributed between the available routes, there is a less than 3% impact upon each link. Upon completion of the planned Wolverhampton Interchange works, access to Wolverhampton railway station will be altered and the additional traffic will impact upon other parts of the network. It is important that government continues to support the Wolverhampton Interchange development which will deliver the improvements that are required to accommodate the additional trips likely to be generated as a result of HS2.
- 3.7 It is concluded that there is sufficient future capacity within the available highway infrastructure to accommodate the likely future trips generated as a result of the HS2 proposals. On this basis it is proposed that the City Council should offer no objection to the HS2 proposals on these grounds. The trip generation figures and assumptions within the environmental statement can now be used to inform the on-going development of the interchange proposals, to ensure sufficient capacity is retained for future growth in passenger trips.
- 3.8 The outputs of the environmental statement support the conclusion that **the principal direct benefit to Wolverhampton is the released capacity on the West Coast Main Line** and consequent opportunities for improved rail services to and through the City. Whilst there is a measurable impact upon Wolverhampton station as a result of the proposals, the growth in traffic can be accommodated within the existing infrastructure.
- 3.9 The City Council has previously made it clear that there is a strong requirement for the capacity released on the 'classic network' to be fully utilised to improve rail connections to London and elsewhere to support the Wolverhampton economy. Also important for Wolverhampton would be wider service improvements to enhance its role as a gateway for mid-Wales and towns and cities to the north as well as new links to Milton Keynes, etc.
- 3.10 The closing date for consultation responses on the environmental statement is 24 January 2014.

3.11 It is felt that in the consultation response **the City Council should continue to support the principle of developing a High Speed Rail Network** on the basis that it would provide a step-change improvement to the national rail network. There would be clear and demonstrable economic benefits to the West Midlands region by reducing travel times to London and the South East and it would have a consequent impact on expanding the 'catchment area' of businesses.

4.0 Financial implications

4.1 There are no direct financial implications for the Council arising from this report or the proposed consultation response. However it is anticipated that the development of HS2 will in due course bring positive economic benefits to the City. [RT/17122013/F]

5.0 Legal implications

5.1 There are no legal implications arising from this report or the proposed consultation response. [KR/13122013/G]

6.0 Equalities implications

6.1 There are no equalities implications arising from this report.

7.0 Environmental implications

7.1 The environmental implications of the HS2 proposal are covered within the main report.

8.0 Schedule of background papers

8.1 High Speed 2 – Wolverhampton's Perspective: Transportation and Highways Management Board 2 June 2011.

[NOT PROTECTIVELY MARKED]

Please Ask
For
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Wolverhampton
City Council



Councillor Peter Bilson BA (Hons)

Deputy Leader of the Council
Cabinet Member for Economic Regeneration and Prosperity

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Wolverhampton WV1 1SH

Main Switchboard (01902) 556556

Website www.wolverhampton.gov.uk

FREEPOST RTEC-AJUT-GGHH
HS2 Phase One Bill Environmental
Statement
PO Box 70178
London
WC1A 9HS

Your Ref.

My Ref. LB/GJ/231213

7 January 2014

Dear Sirs,

Re: Consultation response – HS2 Phase One, Environmental Statement

I am writing on behalf of Wolverhampton City Council in response to the above consultation received from the Department for Transport.

Wolverhampton City Council (WCC) supports the principle of developing a High Speed Rail Network on the basis that it would provide a step-change improvement to the national rail network. There would be clear and demonstrable economic benefits to the West Midlands region by reducing travel times to London and the South East and it would have a consequent impact on expanding the 'catchment area' of businesses.

The outputs of the environmental statement support the conclusion that the principal direct benefit to Wolverhampton is the released capacity on the West Coast Main Line and consequent opportunities for improved rail services to and through the City. However it is essential that the capacity released on the 'classic network' should be fully utilised to improve rail connections to London and elsewhere to support the Wolverhampton economy and deliver the potential benefits.

It is also important that government continues to support the Wolverhampton Interchange development which will deliver the access improvements to Wolverhampton railway station that are required to accommodate the additional trips likely to be generated as a result of HS2.

Yours faithfully

Peter Bilson
Cabinet Member for Economic Regeneration and Prosperity
Wolverhampton City Council

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Cabinet (Resources) Panel

7 January 2014

Report title	Schedule of Green Decisions	
Decision designation	AMBER	
Cabinet member with lead responsibility	All	
Key decision	No	
In forward plan	No	
Wards affected	All	
Accountable director	Keith Ireland, Delivery	
Originating service	Democratic Services	
Accountable employee(s)	Matthew Vins	Graduate Management Trainee
	Tel	01902 554070
	Email	Matthew.vins@wolverhampton.gov.uk
Report to be/has been considered by	N/A	

Recommendations for noting:

The Cabinet (Resources) Panel is asked to note:

The summary of open and exempt green decisions approved by the Designated Officer following consultation with the appropriate Cabinet Member.

SCHEDULE OF GREEN DECISIONS

PART I - OPEN ITEMS

<u>Originating Service</u>	<u>Title and Summary of Decision</u>	<u>Designated Director/Officer</u>	<u>Cabinet Member Consulted</u>	<u>Date Approved</u>	<u>Contact Officer</u>
1. Office of the Chief Executive	-	-	-	-	-
2. Community	<p>(a) Delivery of a Crisis Loan Scheme – Wolverhampton City Credit Union</p> <p>Agreed for the Cabinet Member for Leisure and Communities and the Cabinet Member for Resources, in consultation with the Director of Community and the Assistant Director Finance to:</p> <ul style="list-style-type: none"> (i) Recognise the impact locally of the increased number of residents in need of cash for an emergency. (ii) Approve that Wolverhampton City Credit Union be commissioned to administer a Crisis Loan Scheme on behalf of the Council on a trial basis, and that a grant of £62,550 be paid to the credit union to fund this. (iii) Note that loans made under this scheme are expected to be significantly less expensive than alternative financial services such as pay day loans; and that 	Strategic Director Community and Assistant Director Finance	Councillor Mattu Councillor Johnson	18.12.13	Sue Martin Ext 4772

<u>Originating Service</u>	<u>Title and Summary of Decision</u>	<u>Designated Director/Officer</u>	<u>Cabinet Member Consulted</u>	<u>Date Approved</u>	<u>Contact Officer</u>
	(iv) this also applies to illegal lending. Note that the aim of the proposal is to change residents' financial habits away from dependency on loans and towards regular savings.				
3. Delivery					
4. Education and Enterprise	(a) Instrument of Government Agreed that the Cabinet Member for Schools, Skills and Learning, in consultation with the Director of Education and Enterprise, approve the proposed Instrument of Government for Dovecotes Primary School.	Strategic Director Education and Enterprise	Councillor Page	19.12.13	J Pownall Ext 4106
	(b) Appointment of Authority Governors Agreed that the Cabinet Member for Schools, Skills and Learning, in consultation with the Strategic Director for Education and Enterprise, approve the appointment of 16 Authority Representatives to serve on 15 governing bodies.	Strategic Director Education and Enterprise	Councillor Page	19.12.13	J Pownall Ext 4106

PART II - EXEMPT ITEMS

<u>Originating Service</u>	<u>Title and Summary of Decision</u>	<u>Designated Director/Officer</u>	<u>Cabinet Member Consulted</u>	<u>Date Approved</u>	<u>Contact Officer</u>
1. Office of the Chief Executive					
2. Community	<p>(a) Award of contract to Changing our Lives to run the Peoples Parliament</p> <p>Approved for the Cabinet Member for Adult Services, in consultation with the Strategic Director for Community, to award a contract to Changing our Lives to support the local Peoples Parliament.</p>	Strategic Director for Community	Councillor Evans	10.12.13	J Linighan 1733
3. Delivery	<p>(a) Car Cruising in Wolverhampton and the Black Country – Potential Injunctive Action</p> <p>That the Cabinet member for Governance and Performance, in consultation with the Strategic Director Delivery, be authorised to commence the legal proceedings in the High Court of Justice by Wolverhampton City Council, together with the Black Country Boroughs to seek an injunction to tackle ‘Car Cruising’ in the Wolverhampton City Council area and wider Black Country area.</p>	Strategic Director Delivery	Councillor Sweet	18.12.13	A Sheen 4926 J Mason 2967

This report is PUBLIC
[NOT PROTECTIVELY MARKED]

<u>Originating Service</u>	<u>Title and Summary of Decision</u>	<u>Designated Director/Officer</u>	<u>Cabinet Member Consulted</u>	<u>Date Approved</u>	<u>Contact Officer</u>
4. Education and Enterprise					