

Attendance

Members of the Cabinet (Resources) Panel

Cllr Stephen Simkins (Chair)
Cllr Chris Burden
Cllr Craig Collingswood
Cllr Steve Evans
Cllr Bhupinder Gakhal
Cllr Jasbir Jaspal
Cllr Louise Miles

Employees

Tim Johnson	Chief Executive
Emma Bennett	Executive Director of Families
Ian Fegan	Director of Communications and Visitor Experience
David Pattison	Chief Operating Officer
John Roseblade	Director of Resident Services
Jaswinder Kaur	Democratic Services and Systems Manager
Dereck Francis	Democratic Services Officer

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 Obaida Armed, Ian Brookfield and Paula Brookfield.
- 2 Declarations of interest**
No declarations of interests were made.
- 3 Minutes of the previous meeting**
Resolved:
 That the minutes of the previous meeting held on 24 May 2023 be approved as a correct record and signed by the Chair.
- 4 Procurement - Award of Contracts for Works, Goods and Services**
Councillor Stephen Simkins presented the report on the latest procurement activity for approval. He reported that there was one important procurement coming forward this month from City Housing. The opportunity was utilising a framework agreement to accelerate the delivery of new build council homes through the Housing Revenue Account across a number of sites in the city.

Resolved:

1. That the Council enter into an Authorising Agreement with Dudley MBC for use of the Dudley MBC Housing Development Framework.
2. That authority be delegated to the Cabinet Member for City Housing, in consultation with the Director of Resident Services to:
 - a. Approve the award of contracts for Housing Development – new build council homes and any amendments to the procurement procedure.
 - b. Approve any other agreements including deed of covenants, collateral warranties, assignments, and such other ancillary agreements, including variations, as may be deemed necessary to facilitate the delivery of the six projects highlighted within this report.

5 **Food Service Plan 2023**

Councillor Craig Collingswood presented the report on the Council's draft Food Service Plan 2023. Delegated to authority was requested to approve the final version of the document. A recovery plan was put in place by the Food Standards Agency (FSA) during the Covid pandemic which stated their expectations of local authorities in achieving high risk interventions and interactions during the period of reduced resources. That formed the basis for the last years' service plan. Some of the key achievements of Environmental Health Service during 2022/2023 included almost 1300 food interventions undertaken and 1350 service requests responded to. This exceeded the Food Standards Agency's recovery plan for the year. The expectation of the FSA for 2023 was for local authorities to realign with the traditional intervention regime whilst prioritising interventions during the year based on risk and intelligence. Environmental Health would continue to provide advice and support to businesses on a variety of issues along with other support to include beauty treatments and industrial processes, licencing and trading standards work. The Service continued to support the Council's Primary Authority Partnerships and had recently secured a new partnership with Catering Management Consultant Limited, a National School catering management company whilst continuing to work alongside our other partnerships with Marstons and Little Dessert Shop.

Resolved:

1. That the draft 2023 Food Service Plan at Appendix 1 to the report be approved.
2. That authority be delegated to the Cabinet Member for City Environment and Climate Change, in consultation with Head of Commercial Regulation Service, to approve the final version of the Food Service Plan.
3. That the requirement to prepare a Food Service Plan be noted.
4. That the services key achievements for the year 2022-2023 be noted.

6 **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 remaining item of business as it involves the likely disclosure of exempt information relating to the financial or business affairs of any particular person (including the authority holding that information).

Part 2 - exempt items, closed to press and public

7 **Procurement - Award of Contracts for Works, Goods and Services**

Councillor Stephen Simkins presented, for information, the report on exemptions to Contract Procedure Rules approved by the Head of Procurement and the Director of Finance during April 2023.

Resolved:

That the exemptions to the Contract Procedure Rules approved by the Head of Procurement and Director of Finance from 1 to 30 April 2023 be noted.