

City of Wolverhampton Council – Decisions taken by the Cabinet (Resources) Panel on Tuesday, 24 July 2018

Item 5	
Title	Revenue Budget Monitoring Quarter One 2018-2019
Status	Recommendations Approved
Record of Decision	<ol style="list-style-type: none"> 1. That the use of £841,000 from the Regeneration Reserve to fund various development works and schemes as detailed at paragraph 4.2.2 of the report be approved. 2. That the use of £39,000 from the Schools Arts Service Reserve to support additional projects in schools and other educational establishments as detailed at paragraph 4.2.3 of the report be approved. 3. That the use of £5,000 from the Art Gallery Touring Exhibitions Reserve to support the costs of Touring Exhibitions as detailed at paragraph 4.2.4 be approved. 4. That the use of £125,000 from the Future Works Reserves to support Agresso System Development as detailed at paragraph 4.2.5 of the report be approved. 5. That the use of £10,900 from the Local Strategic Partnership Reserve and £9,100 from the Efficiency reserve to support the costs of a Community Fund for the Crowdfund Wolves as detailed in paragraph 4.2.6 of the report be approved. 6. That the delegation of decisions about individual allocations to Crowdfund Wolves projects to the Cabinet Member for City Economy in consultation with the Director of Regeneration be approved. 7. That the write off of two Council Tax debts totalling £12,827.91 as detailed in Appendix 8 to the report be approved. 8. That the write off of four sundry debts totalling £42,656.54 as detailed in Appendix 9 to the report be approved. 9. That the ten virements totalling £4.9 million, for transfers within directorates, as detailed in Appendix 7 to the report be approved.

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10. That the introduction of an annual charge of £35 for Garden Waste services and a concessionary charge of £17.50 for eligible residents in receipt of maximum Council Tax reduction as detailed in paragraph 9.1 of the report be approved.
11. That the authority be jointly delegated to the Cabinet Member for City Environment and the Cabinet Member for Resources, in consultation with the Strategic Director of Place and the Director of Finance to set and implement charges for commercial trade waste services as detailed in paragraph 9.2 of the report be approved.
12. That the introduction of WV Active Change (Weight management programme) chargeable to Members at £30 and Non-Members at £40 as detailed in paragraph 9.4 of the report be approved.
13. That the introduction of free access and discounted membership, to WV Active, for Looked after Children and Care Leavers up to the age of 25 in a number of areas as detailed in paragraph 9.5 of the report be approved.
14. That the use of £500,000 from the Budget Contingency Reserve to fund the academy conversion deficit as detailed at paragraph 6.4.1 of the report be approved.
15. That it be noted that the overall projected outturn for the General Fund for 2018-2019 is forecast to be an overspend in the region of £2.7 million.
16. That it be noted that at this stage in the financial year it is difficult to forecast redundancy costs. However, based on recent years it is anticipated that the cost of redundancies can be met from reserves.
17. That it be noted that 734 council tax accounts totalling £257,806.65, as detailed in paragraph 7.4.1, of the report have been approved by for write off by the Director of Finance in accordance with the Council's Financial Procedure Rules.

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	<p>18. That it be noted that 28 Non-Domestic Rates (NDR) debts totalling £30,580.50, as detailed in paragraph 7.4.2 of the report, have been approved by for write off by the Director of Finance in accordance with the Council’s Financial Procedure Rules.</p> <p>19. That it be noted that 52 sundry debt accounts totalling £77,628.26, as detailed in paragraph 7.3 of the report, have been approved by for write off by the Director of Finance in accordance with the Council’s Financial Procedure Rules.</p> <p>20. That it be noted that 16 housing benefit overpayments totalling £3,612.55, as detailed in paragraph 7.7 of the report, have been approved for write off by the Director of Finance in accordance with the Council’s Financial Procedure Rules.</p> <p>21. That it be noted that three debts relating to Business Improvement District (BID) totalling £494.51, as detailed in paragraph 7.4.3 of the report, have been approved for write off by the Director of Finance in accordance with the Council’s Financial Procedure Rules.</p> <p>22. That it be noted that a £15.3 million surplus on the Housing Revenue Account (HRA) is projected compared with a budgeted surplus of £15.2 million as shown at Table 9 and in detail at Appendix 6 to the report. The projected increased surplus of £157,000 will be used to redeem debt in line with the HRA Business Plan.</p>
Options Considered	<p>The write-offs, virements and use of reserve requests requiring the approval of Cabinet (Resources) Panel are all considered to be prudent in the opinion of the Director of Finance and the Cabinet Member for Resources.</p>
Reasons for Decision	<p>In accordance with the Council’s financial procedures rules, all virements in excess of £50,000, or those that result in a transfer between Employees and Other Controllable Expenditure headings, require the approval of Cabinet (Resources) Panel. Contribution to and from reserves also requires the approval from Cabinet (Resources) Panel. The write-offs, virements and use of reserve requests detailed in the report which seek the approval of Cabinet (Resources) Panel are all considered to be prudent in the opinion of the Director of Finance and the Cabinet Member for Resources.</p>

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Record of Conflicts of Interest	None
Dispensation Granted	Not applicable
Decision available for implementation (subject to call-in)	31 July 2018

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Item 6	
Title	Acceptable use of ICT Assets and Social Media
Status	Recommendations Approved
Record of Decision	<ol style="list-style-type: none"> 1. That the new policy Acceptable use of ICT Assets and Social media be approved. 2. That the employee use of ICT equipment and Internet, including social media platforms, in non-working time be approved.
Options Considered	<p>Consideration was given to leaving the two policies independent of each other, but this option was rejected as having two policy documents creates confusion for employees. Having all information in one place makes it accessible and easier to use.</p> <p>Consideration was also given to employees not being able to use ICT equipment and access the internet in non-working time. This was rejected as the Council is moving towards implementing modern working practices, with performance being managed by outputs. This change requires employees working from home or away from the 'office' and a level of trust is required from managers.</p>
Reasons for Decision	<ol style="list-style-type: none"> a. Combining two policies into one makes it easier for employee to access information and not fall foul of non-compliance with Policy. b. Future proofing the Policy for modern working practices improves productivity, flexibility, reduces cost and improves work life balance. c. Allowing employees to use ICT equipment and access the internet in non-working time maximises the use of technology enhancing skills and engages employees as they feel trusted. The policy provides guidance on internet sites and services they will not be able to access as the Council uses commercial 'web site reputation' services to determine sites that should be blocked. Security warnings are also given when trying to access certain sites and the policy makes it clear that employees should not take any further action until they have sought advice from ICT. Employees are advised that they cannot access webmail services such as Google Mail, Hotmail and Yahoo using Council equipment.

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	<p>d. Modern working practices requires managers to trust their employees when they are working from home or away from the 'office', with performance being managed by outputs. Denying employee's the opportunity to use ICT equipment and the Internet in non-working time send out the wrong message and will not support the change in behaviours required to achieve the Council goal of having a more flexible workforce, increased productivity, reduced costs associated with office space and reduction in the carbon footprint by travelling to and from work and meetings. Having a flexible approach to working also helps to attract new recruits, retain employees and provides for an improved work life balance.</p> <p>e. The General Data Protection Regulations (GDPR) which came into force on 25 May 2018 extends the rights of employees and residents regarding their personal data. Employees are advised not to use their Council e-mail address if registering for Services or buying personal goods online.</p> <p>f. Employees are advised that the Council will not be responsible for any losses they incur whilst using ICT equipment and the Internet for personal use e.g. on-line banking, shopping.</p>
Record of Conflicts of Interest	None
Dispensation Granted	Not applicable
Decision available for implementation (subject to call-in)	31 July 2018

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Item 7	
Title	Schedule of Individual Executive Decision Notices
Status	Recommendations Approved
Record of Decision	That the summary of open and exempt individual executive decisions approved by the appropriate Cabinet Members following consultation with the relevant employees be noted.
Options Considered	Not applicable in relation to the summary report
Reasons for Decision	In accordance with the Council's Constitution, a summary of open and exempt individual executive decisions approved by the appropriate Cabinet Members following consultation with the relevant employees must be reported to the next available meeting of the Cabinet (Resources) Panel.
Record of Conflicts of Interest	None
Dispensation Granted	Not applicable
Decision available for implementation (subject to call-in)	25 July 2018

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Item 9	
Title	i54 Western Extension
Status	Recommendations Approved
Record of Decision	<ol style="list-style-type: none"> 1. That the continuation of the feasibility and design development of The Access Road, Services Infrastructure and Platform Preparation works associated with the City's 60 acres on the i54 Western Extension within the existing budget approval of £2.5 Million be approved. 2. That the progress made in delivering the i54 project to date, the social outputs realised to date and the Partners return on investment be noted. 3. That the progress made on i54 Western Extension including the planning application process, key outputs and delivery programme be noted. 4. That the status of the funding strategy, key delivery agreements and governance arrangements including, the Joint Venture Agreement and Business Rate Retention Agreement with Staffordshire County Council and South Staffordshire Council be noted. 5. That the current position of discussions with Midland Land Portfolio Limited, Severn Trent's property vehicle and title holder of the adjoining 40 acres be noted. 6. That it be noted that a future report will be taken to Cabinet seeking approval to a revised Western Extension Budget.
Options Considered	As detailed in the exempt report.
Reasons for Decision	As detailed in the exempt report.
Record of Conflicts of Interest	None

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Dispensation Granted	Not applicable
Decision available for implementation (subject to call-in)	31 July 2018

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Item 10	
Title	Land and Property transactions - Corporate Landlord (CRP 003)
Status	Recommendations Approved
Record of Decision	<ol style="list-style-type: none"> 1. That the following assets be declared surplus to requirements: <ul style="list-style-type: none"> • Former MAST office, 19/20 Middleway Green • Recovery House, 46a Second Avenue 2. That the disposal of the assets listed via the open market disposal methods of either auction or informal tender upon terms and conditions to be agreed be approved.
Options Considered	As detailed in the exempt report.
Reasons for Decision	As detailed in the exempt report.
Record of Conflicts of Interest	None
Dispensation Granted	Not applicable
Decision available for implementation (subject to call-in)	31 July 2018

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Item 11	
Title	Land and Property Transactions - Corporate Landlord (CRP 004)
Status	Recommendations Approved
Record of Decision	<ol style="list-style-type: none"> 1. That the execution of a settlement agreement between the Council as landlord of Bilston Town Hall and Gazebo as the tenant extending occupation of part of the premises until 14 December 2018 be approved. 2. That the payment of the sums detailed in the report as part of the settlement agreement to assist Gazebo with re-location costs and acquire in-situ equipment within Bilston Town Hall currently owned by Gazebo to be used by the Council for ongoing community service delivery be approved. 3. That the use of the Budget Contingency Reserve to fund the payment to Gazebo be approved.
Options Considered	As detailed in the exempt report.
Reasons for Decision	As detailed in the exempt report.
Record of Conflicts of Interest	None
Dispensation Granted	Not applicable
Decision available for implementation (subject to call-in)	31 July 2018

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Item 12	
Title	24 July 2018 - Procurement - Award of Contracts for Works, Goods and Services
Status	Recommendations Approved
Record of Decision	<ol style="list-style-type: none"> 1. That the delegation of authority to the Cabinet Member for Governance, in consultation with the Director of Governance, to approve the award of a contract for provision of Occupational Health Services when the evaluation process is complete be approved. 2. That the award the contract for Digital Transformation Programme Support to Cipfa C.Co Limited of The Quadrant Mercury Court, Chester West Employment Park, Chester, England, CH1 4QR for a duration of eight months from 1 August 2018 to 31 March 2019 for a total contract value of up to a maximum of £500,000 be approved. 3. That the award the contract for eServices to IEG4 of Queens Court, Wilmslow Road, Wilmslow, SK9 7QD for a duration of four years from 1 August 2018 to 31 July 2022 for a total contract value of £500,000 be approved. 4. That the delegation authority to the Cabinet Member for Children and Young People in consultation with the Director of Children Services to approve the award of a contract for the provision of ‘Young Carer’s Support Services’ when the evaluation process is complete be approved. 5. That authority be delegated to the Director of Governance to execute contracts in respect of the above as required.
Options Considered	As detailed in the exempt report.
Reasons for Decision	As detailed in the exempt report.

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Record of Conflicts of Interest	None
Dispensation Granted	Not applicable
Decision available for implementation (subject to call-in)	31 July 2018