

Attendance

Members of the Cabinet (Resources) Panel

Cllr Louise Miles (Chair)
Cllr Peter Bilson
Cllr Steve Evans
Cllr Val Gibson
Cllr Hazel Malcolm
Cllr Lynne Moran
Cllr John Reynolds
Cllr Paul Sweet

Employees

Ross Cook	Service Director - City Environment
Emma Bennett	Director of Children's Services
Dereck Francis	Democratic Services Officer
Tim Johnson	Managing Director
Ged Lucas	Strategic Director - Place
Claire Nye	Director of Finance
Kevin O'Keefe	Director of Governance
Alison Shannon	Chief Accountant

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 Roger Lawrence and Sandra Samuels OBE.
- 2 Declarations of interests**
Ged Lucas, Strategic Director for Place declared a pecuniary interest in Item 9 (Procurement - Award of Contracts for Works, Goods and Services).
- 3 Minutes of the previous meeting - 2 October 2018**
Resolved:
That the minutes of the previous meeting held on 2 October 2018 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 2019/2020**

Councillor Louise Miles presented the report on proposed fees and charges to be levied by the Council to take effect from 1 December, or as soon as possible thereafter.

Councillor Steve Evans said that he was pleased to report that market rental fees across the city's three markets were to be held at existing rates or reduced. This was testament to the Council's continuing work to support and sustain its markets. He also reported that he was pleased to see that charges for the hire of football pitches would be held at last year's rates, particularly given the health and wellbeing benefits of the sporting activity.

Councillor Peter Bilson added that where increases to fees and charges were proposed, they were generally in line with inflation.

Resolved:

1. That the fees and charges as set out in Appendices 1 to 4 to the report be approved to take effect from 1 December 2018 (or as soon as possible thereafter).
2. That authority be jointly delegated to the responsible Cabinet Member in consultation with the relevant Director as appropriate to vary fees and charges as detailed in Appendices 1 to 4 to the report.
3. That authority be jointly delegated to the responsible Cabinet Member in consultation with the relevant Director as appropriate to approve any other fees and charges not detailed in Appendices 1 to 4 to the report.
4. That in the following instances, authority be jointly delegated to the relevant Director in consultation with the Director of Finance, to vary existing 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 three months then the change should be referred to Cabinet (Resources) Panel for decision during the three month period.
 - c. Where market conditions dictate, fees may be varied provided that satisfactory market information is maintained.
 - d. Charges to external organisations for bespoke professional services may be varied.
 - e. Court summons costs charged to council tax and business rates payers may be varied following default on payment.
 - f. Charges to schools/academies for services delivered under Service Level Agreements (SLAs) may be varied.
 - g. Where funding allocations are amended during the year.

- h. Library charges may be varied to fall in line with Black Country Libraries in partnership participating authorities (Dudley, Walsall, Wolverhampton and Sandwell).
5. That, should any amendments be made to the VAT treatment of specific fees and charges, authority to vary those fees and charges be delegated to the Cabinet Member of Resources, together with the responsible Cabinet Member, in consultation with the Director of Finance and the relevant Director.
6. That it be noted that the fees and charges for the following items, are not reviewed as part of this 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.
7. That it be noted that the fees and charges which are no longer applicable have been excluded from Appendices 1 to 4 of the report.

6 Supporting Adolescents who are at risk

Councillor Paul Sweet presented the report on a proposal to establish a specialist multiagency team to work with at-risk adolescents. Evidence of need and research evidence indicated that there was a need to develop more focused, integrated and flexible services to work with at-risk adolescents, in order to prevent negative outcomes such as engagement in risky behaviours, exposure to exploitation, and to help young people to remain safe with their families.

Resolved:

That the proposal to establish a specialist multiagency team to work with adolescents who are at risk be approved.

7 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.

8 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 of business as it involves the likely disclosure of exempt information falling within the paragraph 3 of Schedule 12A of the Act.

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

9 Procurement - Award of Contracts for Works, Goods and Services

Having declared a pecuniary interest in the agenda item, Ged Lucas, Strategic Director for Place left the meeting room whilst the item was considered and took no part in the discussion.

The Panel considered proposals for the award of contracts for works, goods and services.

Resolved:

1. That authority be delegated to the Cabinet Member for City Assets and Housing, in consultation with the Strategic Director for Place, to approve the award of a contract for Modular Housing at Former Patchbox Public House Bilston when the evaluation process is complete.
2. That the contract for Stowlawn Primary School Expansion Project Management and Design be awarded to Faithful and Gould Limited of Woodcote Grove, Ashley Road, Epsom, Surrey, KT18 5BW for a duration of 14 months from 10 November 2018 to 9 January 2020 for a total contract value of £172,419.
3. That the contract for i54 Western Extension Lead Consultant with Perfect Circle JV Ltd of Halford House, Charles Street, Leicester, United Kingdom, LE1 1HA be extended for a duration of three months from 10 November 2018 to 31 January 2019 with an extension value of £100,906.
4. That the contract for Project Management and Design for the Civic Halls Restoration be awarded to Faithful and Gould Limited of Woodcote Grove, Ashley Road, Epsom, Surrey, KT18 5BW for a duration of three months from 12 November 2018 to 31 January 2019 for a maximum contract value of £290,000 dependent on usage.
5. That authority be given to enter into an agreement to provide a Procurement Support Service to Lichfield District Council from 12 November 2018 to 31 March 2020 with an option to extend for future years.
6. That the Director of Governance be authorised to execute contracts in respect of the above as required.
7. That the total spent on agency staff and the list of staff with a day rate of £500 or over be noted.

10 **Westside Link Proposal - Phases 1 and 2**

Councillor John Reynolds presented the report on progress with the Westside Link project, the next steps for the project. Approval was requested for the next stage of the project as it moved into the delivery phase.

The Chair reported that Councillor Roger Lawrence had received an email from a resident on the report querying whether the Westside Link scheme had already been passed and whether the public's views were being taken into consideration. Councillor Lawrence had responded to confirm that the scheme had not been approved, and that the report was seeking approval to the preparation of a business case for external funding and that the scheme was subject to a further report after the consultation ended in January 2019.

Resolved:

1. That the appointment of a contractor in order to undertake Early Contractor Involvement (ECI) under the Midlands Highway Alliance Medium Scheme framework be approved.
2. That the creation of a budget of £100,000 from the Regeneration Reserve to fund advanced works, prior to grant application approval be approved.
3. That the advertising of Traffic Regulation Orders related to the scheme be authorised and authority be delegated to the Cabinet Member for City Environment in consultation with the Service Director of City Environment to approve the sealing and implementation of the Orders subject to the appropriate approvals being in place.
4. That the Director of Governance be authorised to sign a variation to the Advanced Quality Partnership Scheme agreement with the West Midlands Combined Authority.
5. The submission of a full business case to the Black Country Local Enterprise Partnership/ West Midlands Combined Authority for delivery funding for phase 1 and 2 of the Westside Link project in the context of the wider vision bid for future phases as they come forward be noted.
6. That it be noted that a further report would be presented in January 2019 on the outcome of the consultation and to seek approval to establish a project budget to undertake the delivery of the scheme in order that the projected delivery timescales can be met.