



# Forward Plan of Key Decisions

Date: 7 August 2018

## The Forward Plan

This document sets out known 'key decisions' that will be taken by the Cabinet or one of the Cabinet Panels (the Executive) over the coming months.

Forthcoming decisions are published online to meet the statutory 28 day rule for each meeting of the Executive. Where it has not been possible to meet the 28 day rule for publication of notice of a key decision or an intention to meet in private, the relevant notices will be published as required by legislation as soon as possible.

### What is a key decision?

A key decision is an Executive decision which is likely:

- to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates (in Wolverhampton, this is defined as expenditure or savings **in excess of £250,000**), and/or
- to be significant in terms of its effects on communities living or working in an area comprising **two or more wards** in the area of the local authority.

The report relating to a decision, together with any other documents being considered, will be available five clear days before the decision is to be taken (unless the documentation contains exempt information). Copies are available on the Council's website or can be requested from Democratic Services.

The forward plan also provides notice of when the Cabinet may decide to exclude the press and public during consideration of a particular matter due to the potential for disclosure of confidential or exempt information. The grounds upon which local authorities can exclude the press and public are specified by law, details of the exempt categories are available on request from Democratic Services.

Councillors or members of the public wishing to:

- make a representation about why a matter should be heard in public, or
- submit information to the decision-making body about an item in the forward plan, or
- request details of relevant documents, or
- seek advice about the Council's decision-making arrangements,

should contact the Democratic Services team:

Email: [democratic.services@wolverhampton.gov.uk](mailto:democratic.services@wolverhampton.gov.uk)

Telephone: 01902 555061

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

[NOT PROTECTIVELY MARKED]

## The Cabinet

The Cabinet consists of the Leader of the Council, together with nine Cabinet members, each responsible for a particular area of the Council's functions. The members of the Cabinet and their contact details are provided below:



Cllr Peter Bilson  
**City Assets and Housing**

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Wolverhampton  
WV3 9PX

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01902 710234



Cllr Lynne Moran  
**Education and Skills**

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Wolverhampton  
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07469 410596



Cllr Roger Lawrence  
**Leader of the Council**

Labour Leader's Office  
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St Peter's Square  
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roger.lawrence@wolverhampton.gov.uk  
01902 555001



Cllr Steve Evans  
**City Environment**

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Fallings Park  
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Cllr Paul Sweet  
**Children and Young People**

Twyning, Primrose Lane  
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Cllr Val Gibson  
**Governance**

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Bilston  
Wolverhampton WV14 0UL

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Cllr Louise Miles  
**Resources**

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07881 358631



Cllr John Reynolds  
**City Economy**

38 St Jude's Rd West  
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WV6 0DA

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Cllr Sandra Samuels OBE  
**Adults**

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Needwood Close  
Wolverhampton WV2 4PP

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Cllr Hazel Malcolm  
**Public Health and Wellbeing**

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07881 358654

## Forthcoming key decisions

Title of key decision:	Wards affected:	Decision to be taken by and date:	Public or private:	Lead Cabinet Member:	Employee to contact:
<b>Corporate</b>					
<b>Travel and Subsidy Policy</b> To approve changes to current travel and subsidy guidance.	All Wards	Cabinet (Resources) Panel 4 Sep 2018	Open	Councillor Val Gibson, Cabinet Member for Governance	Denise Pearce Head of Human Resources Tel: 01902 554515
<b>Working Hours Policy</b> To approve amendments to the working hours policy.	All Wards	Cabinet (Resources) Panel 4 Sep 2018	Open	Councillor Val Gibson, Cabinet Member for Governance	Denise Pearce Head of Human Resources Tel: 01902 554515
<b>Smart Working Policy</b> To approve the introduction of a new Smart Working Policy to support employees to work from other suitable locations where possible.	All Wards	Cabinet (Resources) Panel 4 Sep 2018	Open	Councillor Val Gibson, Cabinet Member for Governance	Denise Pearce Head of Human Resources Tel: 01902 554515

[NOT PROTECTIVELY MARKED]

Title of key decision:	Wards affected:	Decision to be taken by and date:	Public or private:	Lead Cabinet Member:	Employee to contact:
<p><b>Council Tax Charges on Empty Properties and Second Homes Policy</b> To approve amendments to the policy for council tax charges on long term empty properties and second homes.</p>	All Wards	Cabinet (Resources) Panel 2 Oct 2018	Open	Councillor Louise Miles Cabinet Member for Resources	Karen Hampshire Revenues and Benefit Manager
<p><b>Draft Budget and Medium Term Financial Strategy 2019-2020 - 2020-2021</b> To approve the Draft Budget and Medium Term Financial Strategy 2019-2020 – 2020-2021.</p>	All Wards	Cabinet 17 Oct 2018	Open	Councillor Louise Miles Cabinet Member for Resources	Michelle Howell, Finance Business Partner Tel: 01902 556913
<p><b>Fees and Charges Review 2019-2020</b> To review the fees and charges for the financial year 2019/20</p>	All Wards	Cabinet (Resources) Panel 6 Nov 2018	Open	Councillor Louise Miles Cabinet Member for Resources	Alison Shannon Chief Accountant Tel: 01902 556913
<p><b>Revenue Budget Monitoring Quarter Two 2018-2019</b> To approve the Revenue Budget Monitoring Quarter Two 2018-2019.</p>	All Wards	Cabinet 21 Nov 2018	Open	Councillor Louise Miles Cabinet Member for Resources	Claire Nye, Director of Finance Tel: 01902 556913
<p><b>Treasury Management Activity Monitoring Mid Year Review 2018-2019</b> To approve the Treasury Management Activity Monitoring -Mid Year Review 2018-2019.</p>	All Wards	Cabinet 21 Nov 2018	Open	Councillor Louise Miles Cabinet Member for Resources	Claire Nye, Director of Finance Tel: 01902 554451

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<b>Capital Programme 2018-2019 to 2022-2023 Quarter Two Review</b> To review the Capital Programme 2018-2019 to 2022-2023	All Wards	Cabinet 21 Nov 2018	Open	Councillor Louise Miles Cabinet Member for Resources	Claire Nye, Director of Finance Tel: 01902 554451
<b>Local Council Tax Support Scheme</b> To approve the proposals to amend the local scheme for 2019-2020 onwards following public consultation.	All Wards	Cabinet 23 Jan 2019	Open	Councillor Louise Miles Cabinet Member for Resources	Sue Martin Head of Revenue and Benefits Tel: 01902 554772
<b>Education</b>					
<b>The Vision For School Organisation in Wolverhampton 2018-2020</b> To approve the Vision For School Organisation in Wolverhampton 2018-2020.	All Wards	Cabinet 12 Sep 2018	Fully Exempt	Councillor Lynne Moran Cabinet Member for Education and Skills	Stephanie Knight School Organisation Officer
<b>School Accessibility Strategy</b> To approve the City of Wolverhampton's School Accessibility Strategy.	All Wards	Cabinet 17 Oct 2018	Open	Councillor Lynne Moran Cabinet Member for Education and Skills	Adrian Leach Head of SEND
<b>School Improvement Strategy</b> To approve the School Improvement Strategy 2018 - 2020	All Wards	Cabinet 17 Oct 2018	Open	Councillor Lynne Moran Cabinet Member for Education and Skills	Amanda Newbold Senior School Improvement Advisor

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Title of key decision:	Wards affected:	Decision to be taken by and date:	Public or private:	Lead Cabinet Member:	Employee to contact:
<b>School Expansion Programmes</b> To approve a review of the Secondary School Expansion Programme 2017-2019 and the Primary School Expansion Programme 2018-2020.	All Wards	Cabinet 21 Nov 2018	Fully Exempt	Councillor Lynne Moran Cabinet Member for Education and Skills	Lisa Johnson, Laura King, Dawn Long
<b>Prescribed Alterations to Specialist Educational Provision</b> To approve the final decision on the change proposals following consultation.	All Wards	Cabinet 21 Nov 2018	Open	Councillor Lynne Moran Cabinet Member for Education and Skills	Adrian Leach Head of SEND Tel: 01902 551469
<b>People</b>					
<b>Family Drug and Alcohol Court</b> To approve the update on the Family Drug and Alcohol Court.	All Wards	Cabinet (Resources) Panel 4 Sep 2018	Open	Councillor Paul Sweet Cabinet Member for Children and Young People	Alison Montgomery Head of Strengthening Families
<b>Care Leavers Local Offer</b> To approve the Care Leavers Local Offer.	All Wards	Cabinet 12 Sep 2018	Open	Councillor Paul Sweet Cabinet Member for Children and Young People	Alison Hinds Head of Looked After Children
<b>Safer Wolverhampton Partnership Annual Report</b> To endorse the Safer Wolverhampton Partnership Annual Report.	All Wards	Cabinet 12 Sep 2018	Open	Councillor Hazel Malcolm Cabinet Member for Public Health and Wellbeing	Karen Samuels Head of Community Safety

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Title of key decision:	Wards affected:	Decision to be taken by and date:	Public or private:	Lead Cabinet Member:	Employee to contact:
<p><b>Wolverhampton Safeguarding Children and Adults Board Annual Report</b> To receive the Wolverhampton Safeguarding Children and Adults Board Annual Report</p>	All Wards	Cabinet 17 Oct 2018	Open	Councillor Sandra Samuels OBE, Cabinet Member for Adults, Councillor Paul Sweet, Cabinet Member for Children and Young People	Dawn Williams Head of Service Safeguarding Tel: 01902 553044
<p><b>Reducing Reoffending Strategy</b> To approve the Black Country Reducing Reoffending Strategy.</p>	All Wards	Cabinet 21 Nov 2018	Open	Councillor Hazel Malcolm Cabinet Member for Public Health and Wellbeing	Karen Samuels Head of Community Safety
<p><b>Mental Health Strategy</b> To approve the final draft Joint Mental Health Strategy.</p>	All Wards	Cabinet 21 Nov 2018	Open	Councillor Hazel Malcolm Cabinet Member for Public Health and Wellbeing	Brendan Clifford Service Director - City Health
<p><b>Local Account</b> To approve the Local Account.</p>	All Wards	Cabinet 21 Nov 2018	Open	Councillor Sandra Samuels OBE Cabinet Member for Adults	Louise Haughton, Principal Social Worker, Tel: 01902 553130
<p><b>Participation Strategy Review</b> To approve the Participation Strategy</p>	All Wards	Cabinet 20 Mar 2019	Open	Councillor Paul Sweet Cabinet Member for Children and Young People	Alice Vickers Corporate Parenting Officer Tel: 01902 556703



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Title of key decision:	Wards affected:	Decision to be taken by and date:	Public or private:	Lead Cabinet Member:	Employee to contact:
<p><b>Principal Social Worker Annual Report</b> To receive the Principal Social Worker Annual Report.</p>	All Wards	Cabinet 10 Apr 2019	Open	Councillor Sandra Samuels OBE Cabinet Member for Adults	Louise Haughton Principal Social Worker Tel: 01902 553130
<p><b>Youth Council Annual Report</b> To endorse the Youth Council Annual Report.</p>	All Wards	Cabinet 10 Apr 2019	Open	Councillor Paul Sweet Cabinet Member for Children and Young People	Alice Vickers Corporate Parenting Officer Tel: 01902 556703
<p><b>Youth Justice Plan 2019-2020</b> To approve the Youth Justice Plan for 2019-2020.</p>	All Wards	Cabinet 10 Apr 2019	Open	Councillor Paul Sweet Cabinet Member for Children and Young People	Rachel King Head of Service Specialist Support
<b>Place</b>					
<p><b>Empty Residential Property Strategy – Incentive Pilot Update, Review and Further Options to Develop the Strategy</b> To approve progress, outcomes, and the impact of the incentive pilot scheme in operation since April 2017.</p>	All Wards	Cabinet (Resources) Panel 4 Sep 2018	Open	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Richard Long Housing Improvement Officer

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Title of key decision:	Wards affected:	Decision to be taken by and date:	Public or private:	Lead Cabinet Member:	Employee to contact:
<p><b>External Funding Update Quarter 2 2018-2019</b> To approve external funding bids.</p>	All Wards	Cabinet (Resources) Panel 4 Sep 2018	Open	Councillor John C Reynolds Cabinet Member for City Economy	Heather Clark Service Development Manager Tel: 01902 555614
<p><b>Procurement Update PP-18002 - Small sites newbuild Council Housing Phase 4</b> To approve additional units in Phase Four of the small site council housing newbuild programme.</p>	Bilston East; Bilston North; Bushbury South and Low Hill; Fallings Park; Wednesfield North; Wednesfield South	Cabinet (Resources) Panel 4 Sep 2018	Open	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Steve North Commercial and Development Manager Tel: 01902 555782
<p><b>City of Wolverhampton Weddings</b> To approve the launch of a website to promote marriage ceremony venues, and wedding suppliers within the City of Wolverhampton.</p>	All Wards	Cabinet (Resources) Panel 4 Sep 2018	Open	Councillor Val Gibson Cabinet Member for Governance	Julia Goudman Business Development Manager Tel: 01902 554991
<p><b>Corporate Landlord - Land and Property Transactions (CRP 007)</b> To approve the disposal of land deemed surplus as detailed in the report.</p>	Bilston East	Cabinet (Resources) Panel 4 Sep 2018	Fully Exempt	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Mitchell Spencer Estates Officer

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Title of key decision:	Wards affected:	Decision to be taken by and date:	Public or private:	Lead Cabinet Member:	Employee to contact:
<p><b>Black Country Core Strategy Review – Issues and Options Call for Sites</b> To approve the submission of a number of Council owned sites to be considered for removal from the green belt for housing development through the Black Country Core Strategy review.</p>	Not applicable	Cabinet (Resources) Panel 4 Sep 2018	Fully Exempt	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Matthew Lazar Senior Valuation Officer
<p><b>Southside Regeneration Strategy Update</b> To approve the update on the Southside Regeneration Strategy.</p>	St Peter's	Cabinet (Resources) Panel 4 Sep 2018	Fully Exempt	Councillor John C Reynolds Cabinet Member for City Economy	Matthew Lazar, Senior Valuation Officer
<p><b>4 September 2018 - Procurement - Award of Contracts for Works, Goods and Services</b> 4 September 2018 - Procurement - Award of Contracts for Works, Goods and Services</p>	All Wards	Cabinet (Resources) Panel 4 Sep 2018	Fully Exempt	Councillor Louise Miles Cabinet Member for Resources	Andy Moran Director of Commercial Services
<p><b>East Park Gateway Regeneration Programme Phase 1</b> To approve a Full Business Case for the delivery of Phase 1 of the East Park Gateway Regeneration Programme.</p>	East Park	Cabinet (Resources) Panel 4 Sep 2018	Fully Exempt	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Julia Nock Head of Assets Tel: 01902 550316
<p><b>A454 Willenhall Road Phase 1 &amp; 2 Consultation</b> To approve identified options for improving the A454 corridor between Bilston Island and Hickman Avenue.</p>	East Park; Heath Town	Cabinet (Resources) Panel 4 Sep 2018	Fully Exempt	Councillor Steve Evans Cabinet Member for City Environment	Steve Randall Principal Engineer - Scott Wilson

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Title of key decision:	Wards affected:	Decision to be taken by and date:	Public or private:	Lead Cabinet Member:	Employee to contact:
<p><b>Private Sector Housing Assistance Policy</b> To approve the policy for funding housing renewals, repairs and adaptations under the Regulatory Reform Order 2002.</p>	All Wards	Cabinet 12 Sep 2018	Open	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Mila Simpson Section Leader - Housing Strategy and Development
<p><b>Houses in Multiple Occupancy (HMO) Licensing</b> To approve the new licensing regulations for Houses in Multiple Occupancy.</p>	All Wards	Cabinet 12 Sep 2018	Open	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Ravi Phull Service Manager Private Sector Housing
<p><b>Wolverhampton Homes Management Agreement Update</b> To approve of amendments to the Wolverhampton Homes Management Agreement</p>	All Wards	Cabinet 12 Sep 2018	Fully Exempt	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Kate Martin Service Director - City Housing
<p><b>Housing Managing Agents Performance Monitoring Report – Quarter One April 2018 to June 2018</b> To approve the Housing Managing Agents Performance Monitoring Report – Quarter One April 2018 to June 2018.</p>	All Wards	Cabinet (Performance Management) Panel 17 Sep 2018	Open	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Melissa Green Housing Strategy and Development Support Officer
<p><b>Former site of Parkfields School</b> To consider the future of the Parkfields School site.</p>	Spring Vale	Cabinet (Resources) Panel 2 Oct 2018	Fully Exempt	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Karen James Housing Development Project Manager

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Title of key decision:	Wards affected:	Decision to be taken by and date:	Public or private:	Lead Cabinet Member:	Employee to contact:
<p><b>East Park Gateway Regeneration Programme Phase 2</b> To approve progress relating to Phase 2 of the regeneration programme and future requirements.</p>	All Wards	Cabinet (Resources) Panel 2 Oct 2018	Fully Exempt	Councillor Steve Evans Cabinet Member for City Environment	Mike Butler Waste Service Lead
<p><b>City Learning Quarter</b> To approve the full business case for the City Learning Quarter.</p>	St Peter's	Cabinet (Resources) Panel 2 Oct 2018	Fully Exempt	Councillor John C Reynolds Cabinet Member for City Economy	Keith Edwards Programme Director City Learning Quarter Tel: 01902 551262
<p><b>2 October 2018 - Procurement - Award of Contracts for Works, Goods and Services</b> 2 October 2018 - Procurement - Award of Contracts for Works, Goods and Services</p>	All Wards	Cabinet (Resources) Panel 2 Oct 2018	Fully Exempt	Councillor Louise Miles Cabinet Member for Resources	Andy Moran Director of Commercial Services
<p><b>Canalside South update</b> To approve the Canalside South update.</p>	Heath Town	Cabinet (Resources) Panel 2 Oct 2018	Fully Exempt	Councillor John C Reynolds Cabinet Member for City Economy	Peter Taylor Senior Regeneration Officer Tel: 01902 551262
<p><b>Progress on Black Country Core Strategy Review</b> To approve an update on the Black Country Core Strategy Review.</p>	All Wards	Cabinet 17 Oct 2018	Open	Councillor John C Reynolds Cabinet Member for City Economy	Michele Ross Senior Planning Officer Tel: 01902 554038

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Title of key decision:	Wards affected:	Decision to be taken by and date:	Public or private:	Lead Cabinet Member:	Employee to contact:
<p><b>Wolverhampton Strategic Economic Plan Consultation</b> To approve the draft Wolverhampton Strategic Economic Plan for consultation.</p>	All Wards	Cabinet 17 Oct 2018	Open	Councillor John C Reynolds Cabinet Member for City Economy	Charlotte Johns Head of Local Economy Tel: 01902 555614
<p><b>Strategic Asset Plan</b> To approve the implementation of the Strategic Asset Plan.</p>	All Wards	Cabinet 17 Oct 2018	Open	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Julia Nock Head of Assets, Tel: 01902 550316
<p><b>Land and Property Investment Strategy</b> To approve the Investment Strategy for the future management and investment of assets.</p>	All Wards	Cabinet 17 Oct 2018	Open	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Julia Nock Head of Assets, Tel: 01902 550316
<p><b>Establishment of a property company</b> To approve the establishment of a commercial company to manage, invest in and develop the Council's property portfolio.</p>	All Wards	Cabinet 17 Oct 2018	Fully Exempt	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Jane Dixon Commercial Manager
<p><b>Facilities Management Re-procurement &amp; Transformation</b> To approve Facilities Management Re-procurement &amp; Transformation.</p>	Not applicable	Cabinet (Resources) Panel 6 Nov 2018	Open	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Julie Bell-Barker Head of Projects and Works

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<p><b>6 November 2018 - Procurement - Award of Contracts for Works, Goods and Services</b> 6 November 2018 - Procurement - Award of Contracts for Works, Goods and Services</p>	All Wards	Cabinet (Resources) Panel 6 Nov 2018	Fully Exempt	Councillor Louise Miles Cabinet Member for Resources	Andy Moran Director of Commercial Services
<p><b>Smoke and Carbon Monoxide Regulations</b> To endorse the new Smoke and Carbon Monoxide Regulations for the private rented sector.</p>	All Wards	Cabinet 21 Nov 2018	Open	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Ravi Phull Service Manager Private Sector Housing
<p><b>The Housing Strategy 2019 - 2022</b> To approve a new city, cross tenure housing strategy.</p>	All Wards	Cabinet 21 Nov 2018	Open	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Mila Simpson Section Leader - Housing Strategy and Development
<p><b>Empty Property Policy Review</b> To approve the review of the Empty Property Policy.</p>	All Wards	Cabinet 12 Dec 2018	Open	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Ravi Phull Service Manager Private Sector Housing
<p><b>15 January 2019 - Procurement - Award of Contracts for Works, Goods and Services</b> 15 January 2019 - Procurement - Award of Contracts for Works, Goods and Services</p>	All Wards	Cabinet (Resources) Panel 15 Jan 2019	Fully Exempt	Councillor Louise Miles Cabinet Member for Resources	Andy Moran Director of Commercial Services

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Title of key decision:	Wards affected:	Decision to be taken by and date:	Public or private:	Lead Cabinet Member:	Employee to contact:
<p><b>Community Asset Transfer: Policy and Strategy Review</b> To approve an updated Community Asset Transfer Strategy.</p>	All Wards	Cabinet 23 Jan 2019	Open	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Julia Nock Head of Assets Tel: 01902 550316
<p><b>Wolverhampton Strategic Economic Plan</b> To approve the final Wolverhampton Strategic Economic Plan.</p>	All Wards	Cabinet 23 Jan 2019	Open	Councillor John C Reynolds Cabinet Member for City Economy	Charlotte Johns Head of Local Economy Tel: 01902 555614
<p><b>Update on National Fire Safety Policy</b> To approve the update to the policy following the findings of the Hackett report into Fire Safety.</p>	All Wards	Cabinet (Resources) Panel 5 Feb 2019	Open	Councillor Peter Bilson Cabinet Member for City Assets and Housing	Kate Martin Service Director - City Housing
<p><b>5 February 2019 - Procurement - Award of Contracts for Works, Goods and Services</b> 5 February 2019 - Procurement - Award of Contracts for Works, Goods and Services</p>	All Wards	Cabinet (Resources) Panel 5 Feb 2019	Fully Exempt	Councillor Louise Miles Cabinet Member for Resources	Andy Moran Director of Commercial Services
<p><b>5 March 2019 - Procurement - Award of Contracts for Works, Goods and Services</b> 5 March 2019 - Procurement - Award of Contracts for Works, Goods and Services</p>	All Wards	Cabinet (Resources) Panel 5 Mar 2019	Fully Exempt	Councillor Louise Miles Cabinet Member for Resources	Andy Moran Director of Commercial Services



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<b>2 April 2019 - Procurement - Award of Contracts for Works, Goods and Services</b> 2 April 2019 - Procurement - Award of Contracts for Works, Goods and Services	All Wards	Cabinet (Resources) Panel 2 Apr 2019	Fully Exempt	Councillor Louise Miles Cabinet Member for Resources	Andy Moran Director of Commercial Services
<b>21 May 2019 - Procurement - Award of Contracts for Works, Goods and Services</b> 21 May 2019 - Procurement - Award of Contracts for Works, Goods and Services	All Wards	Cabinet (Resources) Panel 21 May 2019	Fully Exempt	Councillor Louise Miles Cabinet Member for Resources	Andy Moran Director of Commercial Services