

## Attendance

### Members of the Cabinet (Resources) Panel

Cllr Louise Miles (Chair)  
Cllr Ian Brookfield (Vice-Chair)  
Cllr Harman Banger  
Cllr Steve Evans  
Cllr Dr Michael Hardacre  
Cllr Jasbir Jaspal  
Cllr Linda Leach  
Cllr John Reynolds  
Cllr Sandra Samuels OBE

### Employees

|                  |   |
|------------------|---|
| Tim Johnson      | Chief Executive                                   |
| Paul Brown       | Communications Advisor                            |
| Tracey Christie  | Head of Legal Services                            |
| Ross Cook        | Director of City Environment                      |
| John Denley      | Director of Public Health                         |
| Ian Fegan        | Director of Communications and External Relations |
| Dereck Francis   | Democratic Services Officer                       |
| Richard Lawrence | Director of Regeneration                          |
| Kate Martin      | Director of City Assets & Housing                 |
| Claire Nye       | Director of Finance                               |
| David Watts      | Director of Adult Services                        |

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## Part 1 – items open to the press and public

*Item No.*    *Title*

- 1 Apologies for absence**  
Apologies for absence were submitted on behalf of Councillor Peter Bilson.
- 2 Declarations of interests**  
No declarations of interests were made.
- 3 Minutes of the previous meeting - 3 September 2019**  
Resolved:  
That the minutes of the previous meeting held on 3 September 2019 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 2020-2021**

Councillor Louise Miles presented the report on recommended fees and charges to be levied by the Council with effect from 1 November 2019 or as soon as possible thereafter.

Resolved:

1. That the fees and charges as set out in Appendices 1 and 2 to the report be approved to take effect from 1 November 2019 or as soon as possible thereafter.
2. That authority be delegated to the responsible Cabinet Member in consultation with the relevant Director as appropriate to vary fees and charges as detailed in Appendices 1 and 2 to the report.
3. That authority be 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 and 2 to the report.
4. That in the following instances, authority be 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. Library charges may be varied to fall in line with Black Country Libraries in partnership participating authorities (Dudley, Sandwell, Walsall and Wolverhampton).

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 for 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 the report as they will 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.
  - c. Leisure Services.
7. That it be noted that the fees and charges which are no longer applicable have been excluded from Appendices 1 and 2 of the report.

**6 City East Gateway - A454 Willenhall Road Phase 3**

Councillor Steve Evans presented the report on options to improve network conditions, journey time reliability for all modes and enhance walking and cycling facilities along the eastern sections of the Willenhall Road (A454) corridor between Deans Road junction and the Keyway junction in Walsall.

Resolved:

1. That the approach to identifying improvements to the eastern section of the Willenhall Road A454 transport corridor be endorsed.
2. That the identified schemes be approved in principle for public consultation.
3. That it be noted that a future report will be submitted detailing the outcomes of the consultation and to establish next steps.

**7 Empty Homes Policy and Strategy Action Plan 2019-2024**

Councillor Ian Brookfield presented for approval a revised Empty Homes Policy and Strategy Action Plan 2019-2024. The policy aimed to reduce the number of long-term empty homes and provide more homes for sale and rent in Wolverhampton. It also outlined a range of options to help owners of long-term empty homes to use, let or sell their property. In cases where owners refuse to engage with offers of advice and assistance, and where the property was dilapidated and/or causing a nuisance to neighbours, enforcement action would ensure that homes were not wasted and do not blight neighbourhoods.

Resolved:

That the Empty Homes Policy and Strategy Action Plan 2019-2024 be approved.

8 **Acquisition of Privately Owned Empty Property by Agreement or Compulsory Purchase: 1 Clarendon Street, Wolverhampton. WV3 9PP.**

Councillor Ian Brookfield presented the report on a proposal for the Council to acquire through negotiation or compulsory purchase, 1 Clarendon Street, Wolverhampton. The property had been empty since February 2011.

The proposal was in support of the Council's Empty Properties Strategy which aimed to bring long term empty properties back into use.

Resolved:

1. That the Director of City Assets and Housing be authorised to negotiate terms for the acquisition of the property 1 Clarendon Street, Wolverhampton, WV3 9PP and, in default of that acquisition, give authority for a compulsory purchase order (CPO) to be made under Part II Section 17 Housing Act 1985 in respect of the property.
2. That expenditure for the potential acquisition of the property, with subsequent capital receipts being recycled within the Empty Property Strategy programme be approved.
3. That in the event that the property is improved and re-occupied to the satisfaction of the Director of City Assets and Housing, withdrawal of the property from the CPO be authorised.
4. That following any acquisition, the Director of City Assets and Housing be authorised to dispose of the property on the open market on condition that the property is refurbished and re-occupied within six or 12 months (as appropriate to the scale of the works).
5. That the Director of Governance be authorised to:
  - a. Take all reasonable steps as soon as it is reasonably practical to secure the making, confirmation and implementation of the CPO including the publication and service of all Notices and the presentation of the Council's case at any Public Inquiry.
  - b. Approve agreements with the owners of the property setting out the terms for the withdrawal of objections to the CPO, and/or making arrangements for re-housing or relocation of any occupiers.
  - c. Approve the making of a General Vesting Declaration (the property is brought into Council ownership via this process).
  - d. Approve the disposal of the whole and/ or parts of the property by auction, tender or private treaty.

9 **Schedule of Individual Executive Decision Notices**

Resolved:

That the summary of open and exempt individual executive decision notices approved by the appropriate Cabinet Members following consultation with the relevant employees be noted.

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 items of business as they involve the likely disclosure of exempt information falling within the paragraph 3 of Schedule 12A of the Act.

## **Part 2 - exempt items closed to press and public**

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

The Panel considered the report on 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 Director of City Assets and Housing, to approve the award of a contract for Merridale Fire Station Refurbishment when the evaluation process is complete.
2. That the novation of the contract for Affordable Warmth Grant Assistance from British Gas Trading Limited of Millstream, Maidenhead Road, Windsor, Berkshire. SL4 5GD to Surefire Management Services Limited of 168 Church Road, Hove, East Sussex. BN3 2DL for the remaining period of the provision of the Affordable Warmth Grant be approved.
3. That authority be delegated to the Cabinet Member for Adults, in consultation with the Director of Adult Services, to approve the award of a contract for Domiciliary Care inclusive of Home-Based Respite, Reablement and Rapid Response services when the evaluation process is complete.
4. That authority be delegated to the Cabinet Member for Resources, in consultation with the Deputy Chief Executive, to approve the award of a contract for Dark Fibre (LFFN) when the evaluation process is complete.
5. That the award of the contract for Franking Machine Credits to Pitney Bowes Limited of Building 5 Trident Place, Hatfield Business Park, Mosquito Way, Hatfield, Hertfordshire, AL10 9UJ for a duration of three years from 7 October 2019 to 6 October 2022 for a total contract value of £270,000 be approved.
6. That the Chief Legal Officer and staff with appropriate delegated authority be authorised to execute contracts in respect of the above as required.
7. That the exemptions to the Contract Procedure Rules approved by the Head of Procurement and Director of Finance from 1 to 31 August 2019 as set out in Appendix 1 to the report be noted.

12 **Maintaining the School Estate**

Councillor Dr Michael Hardacre presented the report requesting approval to the virement of capital funding to enable urgent work to be carried out in Local Authority maintained schools.

Resolved:

That the virement of existing agreed capital budgets to fund urgent works in Local Authority maintained schools be approved.

13

**Bilston Urban Village - Long Term Land Management Arrangements**

Councillor Ian Brookfield presented the report on proposed arrangements for the long term maintenance of open space land at Bilston Urban Village.

Resolved

1. That the creation of a capital budget which is equal to the costs of the proposed endowment to The Land Trust for the management of land at Bilston Urban Village as described in the report be approved.
2. That the Chief Legal Officer be authorised to execute the grant of the 125 year lease, the funding agreement and licence with The Land Trust which govern the proposed long term land management arrangements.