

Cabinet (Resources) Panel

Minutes - 4 October 2016

Attendance

Members of the Cabinet (Resources) Panel

Cllr Andrew Johnson (Chair)
Cllr Roger Lawrence (Vice-Chair)
Cllr Peter Bilson
Cllr Claire Darke
Cllr Steve Evans
Cllr Val Gibson
Cllr John Reynolds
Cllr Milkinderpal Jaspal
Cllr Sandra Samuels
Cllr Paul Sweet

Employees

Oliver Bhurrut	Communications Officer
Keith Ireland	Managing Director
Jaswinder Kaur	Democratic Services Manager
Tim Johnson	Strategic Director – Place
Kevin O’Keefe	Director of Governance
Mark Taylor	Director of Finance

Part 1 – items open to the press and public

Item No. *Title*

- 1 Apologies for absence**
No apologies for absence were received.
- 2 Declarations of interest**
There were no declarations of interests.
- 3 Minutes of the previous meeting**
Resolved:

That the minutes of the previous meeting held on 13 September 2016 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 **Remodelling and Tender of Mental Health Preventative Contracts**

Councillor Andrew Johnson advised a letter had been received from David Collins Solicitors on behalf of Positive Participation, regarding the remodelling and tender of mental health preventative contracts which, had been formally drawn to his attention by Councillor Sandra Samuels. Councillor Sandra Samuels sought permission to refer the matter to the Adult Scrutiny Panel to review the consultation process, equalities implications and any other outstanding issues.

Resolved:

1. That the Adult Scrutiny Panel was to:
 - a. Scrutinise the consultation process to ensure that it was appropriately conducted and sufficient.
 - b. Give consideration to how the Equalities implications of the report should be dealt with.
 - c. Scrutinise any other outstanding matter appropriate to the remit of the Scrutiny Panel

2. That the decisions within the report be deferred until a report was received from the Adult Scrutiny Panel.

6 **Fees and Charges Review 2017/18**

Councillor Andrew Johnson presented the report recommending tariffs for the majority of fees and charges receivable by the Council, to take effect from 1 November 2016 (or as soon as possible thereafter).

Resolved:

1. That the fees and charges [as set out in Appendices A to D within the report] be approved to take effect from 1 November 2016 (or as soon as possible thereafter).

2. That in the following instances, authority be delegated to the responsible Strategic Director in consultation with the Director of Finance, be approved to vary 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 two months then the change should be referred to Cabinet (Resources) Panel for decision during the two month period.

 - c. Where an opportunity arises to secure a sale by matching the price to that of an organisation the Council is in competition with, ensuring that satisfactory 'price match' documentation is maintained to evidence the one-off fee amendment.

- d. Where market conditions dictate, leisure membership fees may be varied providing that satisfactory market information is maintained.
 - e. Leisure centre activity prices may be varied in line with market conditions providing that satisfactory market information is maintained.
 - f. Charges to partner organisations for support services may be varied.
 - g. Court summons costs charged to council tax and business rates payers may be varied following default on payments.
 - h. Where the cost of poison procured for the purpose of pest control changes, pest control fees and charges may be varied in proportion with the change in costs.
 - i. Where market conditions dictate, charges for commercial waste collection may be varied providing that satisfactory market information is maintained.
 - j. Library charges may be varied to fall in line with Black Country Libraries in Partnership (BCLiP) participating authorities (Dudley, Walsall, Wolverhampton and Sandwell).
 - k. Adult Education Service charges may be varied in response to Skills Funding Agency and Education Funding Agency funding allocations for the applicable academic year.
 - l. Charges to schools/academies for services delivered under Service Level Agreements (SLAs) may be varied.
 - m. Where bespoke professional services are provided to external organisations.
3. That in the following instances, authority be delegated to the responsible Cabinet Member for the service and Cabinet Member for Resources, in consultation with the relevant Strategic Director or the Director of Finance as appropriate, be approved to vary existing fees and charges during the financial year:
- a. Where the Council wishes to subsidise a charitable event that may not break even financially for the authority.
 - b. Where the Council wishes to generate income from advertising upon Council property.
 - c. Where the Council wishes to vary charges for bars and catering.
 - d. Where it is beneficial to the Council to generate additional income that will reduce the net budget.

4. That where there is an opportunity to secure an act or event or utilise available rooms or halls for hire within Visitor Economy services and the projected net cost of the act, event or room hire generates a commercial return (including taking account of secondary spend from catering and sales), authority shall be delegated to the Head of Service - Visitor Economy to vary the fees and charges be approved. Any such variations will be recorded, along with the reason, as part of the normal evidencing process for audit purposes. Details of any variations should to be reported to Strategic Finance in a format agreed by the Director of Finance.
5. That, should any amendment 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 responsible Strategic Director be approved.
6. That approval be delegated to the Cabinet Member for Children and Young People in consultation with the Strategic Director of People to approve new fees and charges for venue hire across the Strengthening Families Hubs within Children and Young People Services.
7. That any variations to fees and charges made under sections 2 to 6 above must be properly documented and appropriate records retained to ensure that there are robust records for the purpose of independent audit be approved.
8. That it be noted that the fees and charges for the following items, which were discussed in more detail at section 4.1 within the report, were 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.
 - c. Food and drink (for onward supply or resale) prices (see recommendation 2.a.).
 - d. Fees for special waste collections.
9. That it be noted that in accordance with delegated authority, as approved by Cabinet (Resources) Panel on 20 October 2015, a policy for charging parents for the placement costs of Looked After Children who are subject to a Full Care Order or a S20 Voluntary arrangement, was approved by the Cabinet Member for Children and Young People in consultation with the Strategic Director of People for implementation and application from 1 October 2016.

7 **Discretionary Council Tax Discount Scheme**

Councillor Val Gibson presented the report seeking approval to create a new class of discretionary council tax discount for care leavers. The proposal would support the Councils Corporate Parenting Strategy which, articulates a commitment to improving

outcomes for looked after children and to narrowing the gap between them and their peers.

Resolved:

That the creation of an additional class of local discretionary council tax discount of up to 100% for care leavers up to 25 years of age with effect from 01/04/2016 be approved.

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 items of business as they involve the likely disclosure of exempt information relating to any individual, information which is likely to reveal the identity of an individual and/or information relating to the business affairs of any particular person (including the authority holding that information).

9 Heath Park Phase 3 Arts Block

Councillor Claire Darke presented the report proposing that Education service staff assist the commissioning and development of new provisions at Heath Park Academy. The Council would incur costs on design and planning of the scheme at a cost of £150,000 to be fully funded by the Academy. The risks set out within the report were outlined and it was noted that careful consideration was required before further work was undertaken.

Resolved:

That authority be delegated to the Cabinet Member for Resources, Cabinet Member for Education in conjunction with the Director of Finance to approve the recommendations within the report if the risks identified within the report can be mitigated sufficiently.

10 Procurement- award of contracts for works, goods and services

The recommendations for the awards of contracts for works, goods and services were introduced by the relevant Cabinet Member. Councillor Andrew Johnson advised that Appendix 1 on YOO Recruit had been withdrawn and would be considered at a future meeting.

Resolved:

1. That authority be delegated to the Cabinet Member for City Housing and Assets, in consultation with the Strategic Director for Place, to approve the award of a contract for the Heath Town Development when the evaluation process is complete.

2. That the contract for Fire Warning and Fire Safety Equipment Servicing and Maintenance, with Interserve of Ruscombe Park, Twyford, Berkshire, RG10 9JU for one year from 01 October 2016 to 30 September 2017 with an estimated extension value of £180,000 be extended.
3. That the contract for Water Systems Hygiene Monitoring and Management, with Integrated Water Services Limited of Park Lane West, Tipton, DY4 8LH for one year from 01 October 2016 to 30 September 2017 with an estimated extension value of £180,000 be extended.
4. That the contract for Electrical and Mechanical Repairs, Maintenance, and Minor Works with RMC Mechanical Services Ltd of Unit 1, Steelhouse Lane, Wolverhampton, West Midlands WV2 2AF; R D Jukes of Walsingham Works, Walsingham Street, Walsall WS1 2JZ and Midwest of 370 New Hampton Road West, Wolverhampton WV6 0RX for one year from 01 October 2016 to 30 September 2017 with a combined estimated extension value of £5.0 million be extended.
5. That the contract for Building Repairs, Maintenance, and Minor Works, with Gough Group Holdings Limited of Tudor House, Moseley Road, Bilston, WV14 6JD for 1 year from 01 October 2016 to 30 September 2017 with an extension value of £3.0 million be extended.
6. That the funding of £457,484 to Black Country Partnership NHS Foundation Trust (BCPFT) of Delta House, Delta Point, Greets Green Road, West Bromwich, West Midlands, B70 9PL for Child and Adolescent Mental Health Services (CAMHS) in 2016/17 be approved.
7. That authority be delegated to the Cabinet Member for Children and Young People, in consultation with the Strategic Director for People, to approve the award of a contract for Child and Adolescent Mental Health Services (CAMHS) to Black Country Partnership NHS Foundation Trust (BCPFT) of Delta House, Delta Point, Greets Green Road, West Bromwich, West Midlands, B70 9PL when the negotiation process is complete.
8. That authority be delegated to the Cabinet Member for Resources, in consultation with the Director of Finance, to approve the award of a contract for Supply Chain Finance Scheme to Obillex Limited of 22 Adam & Eve Mews, London, United Kingdom, W8 6UJ for one year from 1 November 2016 to 31 October 2017 with an option to extend for a further one year when the negotiation process is complete.
9. That authority be delegated to the Director of Governance to execute contracts in respect of the above as required.

11

Grant of a Lease at Old Tree Nursery Pendeford Farm Wolverhampton

Councillor Peter Bilson presented the report to seek approval to grant a lease for a term of thirty years to Heantun Housing Association.

Resolved:

That the grant of a leasehold interest for a term of thirty years of land and buildings at Old Tree Nursery, Pendeford Farm to Heantun Housing Association be approved.

12

Disposal of Land at Well Lane Wolverhampton

Councillor Peter Bilson presented the report to seek approval to declare the land surplus and transfer the freehold interest of land to the Trustees of the Guru Nanak Temple.

Resolved:

That the freehold interest of the land be sold to the Trustees of the Guru Nanak Sikh Temple at Well Lane, Wednesfield, Wolverhampton be approved.