



Cabinet (Resources) Panel

Minutes - 7 February 2017

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 Sandra Samuels
Cllr Paul Sweet

Employees

Dereck Francis	Democratic Support Officer
Keith Ireland	Managing Director
Tim Johnson	Strategic Director - Place
Kevin O'Keefe	Director of Governance
Mark Taylor	Director of Finance
David Watts	Service Director Adult Social Care

Part 1 – items open to the press and public

Item No. *Title*

1 Apologies for absence

Apologies for absence were submitted on behalf of Cllr Milkinderpal Jaspal.

2 Declarations of interest

The following employees declared a disclosable pecuniary interest in relation to agenda item 5 (Senior Pay Policy Statement 2016-2017 and 2017-2018):

Keith Ireland, Managing Director
Tim Johnson, Strategic Director Place
Kevin O'Keefe, Director of Governance
Mark Taylor, Director of Finance
David Watts, Service Director, Adults

3 Minutes of the previous meeting - 10 January 2017

Resolved:

That the minutes of the previous meeting held on 10 January 2017 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 **Senior Pay Policy Statement 2016-2017 and 2017-2018**

Cllr Roger Lawrence presented a report on a revised Senior Pay Policy 2016-17 which had been compiled to comply with the requirements of section 38 (1) of the Localism Act 2011. It was proposed that the policy statement be referred to Full Council for approval.

Resolved:

That Full Council be recommended to:-

1. Approve the Senior Pay Policy for 2016 - 2017 for immediate publication.
2. Approve the Senior Pay Policy for 2017 - 2018 for publication by 31 March 2017 in line with the Localism Act 2011.

6 **Budget 2017/18 - Outcome of Consultation**

Cllr Andrew Johnson presented the report on the consultation process undertaken to support the 2017/18 budget setting process, allowing for Councillors' consideration of the responses to the consultation.

He placed on record his thanks to Cllr Steve Evans, Cabinet Member for City Environment who attended all of the community consultation meetings and Cllr John Reynolds for his input at the business consultation meetings. And Jane Dixon, Finance Business Support Manager for her co-ordinating role.

The completed set of responses to the consultation would be taken into account in the final budget that Cabinet recommends to Full Council on 1 March 2017.

Resolved:

That the responses to the 2017/18 Budget Consultation be taken into account for the 2017/18 Final Budget to be presented to Cabinet on 22 February 2017.

7 **Discretionary Rate Relief - Extension to the Local Scheme for Charitable and Voluntary Organisations**

Cllr Andrew Johnson sought approval to extend the current discretionary rate relief scheme relating to charitable and voluntary organisations for 2017/18.

Resolved:

That the extension of the scheme for discretionary rate relief for charitable and voluntary organisations for 2017/18 be approved.

8 **TUC "Dying to Work" Campaign**

Cllr Roger Lawrence asked Cabinet to support the TUC campaign 'Dying to work', to urge organisations to support and help terminally ill employees by agreeing to sign up to a voluntary charter.

In supporting the campaign the City of Wolverhampton Council would provide its employees with the security of work, peace of mind and the right to choose the best course of action for themselves and their families to help them through this challenging period with dignity and without undue financial loss.

Resolved:

1. That the Council support the TUC 'Dying to Work' Campaign and sign the Dying to Work Charter.
2. That the Cabinet Member for Governance, Cabinet Member for Public Health and Wellbeing and the Managing Director attend a public signing event.
3. That an amendment to the Management of Attendance Procedure to include a specific statement that employees who have sickness absence related to a diagnosed terminal illness will automatically have that absence "exempted" from the management of attendance thresholds be approved.
4. That all employees of the Council be notified of the commitment to the Dying to Work Campaign.

9

Transsexual, Transgender and Gender Reassignment Policy

Cllr Roger Lawrence reported that the Equalities Advisory Group had identified a gap in the Council's policies and procedures regarding supporting employees through gender and reassignment and the employment of a transsexual person. To address this a Transsexual, Transgender and Gender Reassignment Policy and Managers Guidance had been produced and was submitted for approval.

Resolved:

That the introduction of a Transsexual, Transgender and Gender Reassignment Policy and Managers Guidance be approved.

10

Smoke Free Policy

Cllr Paul Sweet presented for approval a revised smoke free policy for the City Council which built on the existing policy that promoted a smoke free workplace and took the view that smoking constituted a fire risk and a hazard to the health of all its employees, both smokers and non-smokers.

Smoking was not permitted at work or in any of the council owned and controlled buildings. In support of the Workplace Wellbeing Charter and Public Health objectives the Smoke Free Policy has been revised to extend the smoke free area beyond the council owned building to include all areas within the boundary of council ownership and control.

Resolved:

That the revised Smoke Free Policy be approved.

11

Department of Health, Housing and Technology Capital Fund 2016/17

Cllr Sandra Samuels reported that the Council had been successful in a bid submitted to the Department of Health (DOH) Housing and Technology capital fund to support people with Learning Disabilities. Approval was sought to utilise the funds from the DOH within the remainder of 2016/17 and throughout 2017/18.

Resolved:

That the growth in the General Fund Capital Programme of £207,000 for the Housing and Technology Fund for Telecare be approved. This would be funded by external grant from the Department of Health (DOH) (£110,000 within 2016/17 and £97,000 within 2017/18) in line with City of Wolverhampton Council accepted bid submission to DOH.

12 **Schedule of Individual Executive Decision Notices**

Resolved:

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

13 **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 public and press

14 **Decent Homes Contract Full and Final Settlement**

Cllr Peter Bilson requested approval to make full and final payment to each of the Decent Homes contractors (Bullock Construction, Frank Haslam Milan and Thomas Vale) to close off all accounts. Approval was also sought to delegate authority to the Director of Governance and Solicitor to the Council to enter into the necessary agreements with the Decent Homes Contractors in full and final settlement of all entitlements, claims or rights of action for each of the contractors.

Resolved:

1. That the payments to the Decent Homes Contractors (Bullock Construction, Frank Haslam Milan and Thomas Vale) as set out in paragraph 3 of the report be approved.
2. That authority be delegated to the Director of Governance and Solicitor to the Council to enter into the necessary agreements with the Decent Homes Contractors in full and final settlement of all entitlements, claims or rights of action.
3. That the savings made in negotiating the total value forecast settlement with each of the Decent Homes contractors be noted.

15 **Disposal of Land Adjoining the Former Danesmore School, Ashmore Park, Wolverhampton**

Cllr Peter Bilson sought approval to declaring additional garage sites, and the former Community Centre at Coppice Close surplus to requirements, and that they form part of a land assembly, to include the former Danesmore school for future proposed housing development.

Resolved:

That authority be delegated to the Cabinet Member for Housing and City Assets in conjunction with the Strategic Director for Place to:

1. Declare the following sites surplus to requirements
 - a. The Coppice Close and Perks Road (2) garage sites
 - b. The former Community Centre Coppice Close Ashmore Park and that they form part of the Danesmore Site for Sale.

2. Agree the Heads of Terms for the disposal of the whole site
3. Transfer the freehold of the site only to WV Living for the development of housing.
4. Transfer the freehold of a part of Perks Road (2) garage site to the owner of 24 Perks Road Ashmore Park

16

Disposal of Land at Planetary Road, Wolverhampton

Cllr Peter Bilson presented the report on a proposal to declare land at Planetary Road surplus to requirements and dispose of it, as part of a land assembly proposal, that is to be sold for industrial/ warehousing development.

Resolved:

1. That the land at Planetary Road, Wolverhampton be declared surplus to requirements and form part of a greater area of land for sale for industrial development.
2. That the land be sold to JSL (Wolverhampton) Ltd to develop for industrial use/warehousing development in accordance with the valuation.
3. That a licence be granted to JSL (Wolverhampton) Ltd to undertake surveys and tree clearance, on the land for a period of six months duration, along with access thereto.

17

Appropriation of Sites from the General Fund to the Housing Revenue Account (HRA)

Cllr Peter Bilson presented the report on the proposal to approve the appropriation of the following General Fund sites into the Housing Revenue Account (HRA) for the development of Council Housing:

- Site of former Dale House, Bushbury South & Low Hill Ward
- Site at Ettingshall Road, Ettingshall Ward
- Site at Burton Crescent, Heath Town Ward

Approval was also requested to support the appropriation of the General Fund site at Grosvenor Street, Heath Town Ward into the HRA for the provision of a 7 v 7 sports pitch, required to support the development of another site for housing.

Resolved:

1. That the appropriation of the following sites from the General Fund into the HRA in order that they can be developed for new council housing be approved.
 - Site of former Dale House, Bushbury South and Low Hill Ward
 - Site at Ettingshall Road, Ettingshall Ward
 - Site at Burton Crescent, Heath Town Ward
2. That the appropriation of the site at Grosvenor Street, Heath Town Ward from the General Fund into the HRA for re-provision of a playing pitch be approved.

3. That it be noted that the development of council housing on these sites would be procured separately using a small to medium scale development contractor, and would be the subject of a further Cabinet (Resources) Panel report.

18 **Proposed Housing Development at Burton Crescent**

Cllr Peter Bilson presented a report on proposals for the development of up to four Council-owned sites at Burton Crescent, Heath Town Ward, Wolverhampton, for the provision of affordable Council housing to help meet housing need in the City.

Resolved:

1. That the proposals for the development of four sites at Burton Crescent, Heath Town Ward, for the provision of affordable rented Council Housing, to help meet housing need in the City be approved.
2. That the acquisition of Site C from Springfield Horseshoe HMC in exchange for a single storey extension to their principle office be approved and the approval for any further terms be delegated to the Cabinet Member for City Housing and Assets in conjunction with the Strategic Director of Housing.
3. That the Springfield Horseshoe Housing Management Co-operative (HMC) manage the new Council properties once built by extension of their management agreement.
4. That the progression of a local lettings plan for this development, in accordance with process set out in the Council's Allocations Policy be approved.
5. That the proposal to extend the current offices of the Springfield Horseshoe Housing Co- operative to provide a meeting space to replace the existing portakabin annex facility currently on the development site be approved, subject to further feasibility and costing, with approval to be delegated to the Cabinet Member for City Housing and Assets in conjunction with the Strategic Director of Housing.
6. That it be noted that the appropriation of two small General Fund Sites into the Housing Revenue Account (HRA) to support the overall development subject to the agreement of Cabinet (Resources) Panel on an earlier agenda item.

19 **Improving the City Council Offer: Small Site Newbuild Council Housing Phase 3**

Cllr Peter Bilson presented an update report on the delivery of Phase 2 of the small sites new build programme using the Strategic Construction Partners (SCP) Wates and United Living. A planned development of a third phase of small site development was proposed, which would be delivered by contractors to be procured through a competitive tendering process, intended to encourage small and medium sized enterprises to participate.

Resolved:

1. That the allocation of £4.0 million from the approved Housing Revenue Account (HRA) capital budget for the New Build Programme to deliver the Small sites new build phase 3 be approved.
2. That any variation from the identified sites and allocation of budget for Phase 3 of the small site new build be delegated to the Cabinet Member for Housing and City Assets, in conjunction with the Strategic Director of Housing and Director of Finance to maintain the delivery timescale of newbuild housing across the small sites.
3. That it be noted that the next five sites for the Housing Revenue Account small sites development programme for the delivery of new build council housing would be delivered using local contractors procured through a competitive tendering exercise.
4. That it be noted that one site would be used to pilot the delivery of new homes using modular construction methods to establish the benefits of this alternative delivery approach in terms of cost, quality and speed of delivery.

20

Update on the Procurement of Development of the Former Tap Works, Fifth Avenue and Broome Road Sites

Cllr Peter Bilson presented the report which consolidated and updated previous recommendations and authorisations over a number of years to provide clarity on the authority provided. The report also provided an update following the completion of the procurement process for the sale of land and works to be completed; and to secure the authority to dispose of the land associated with the former Tap Works, Fifth Avenue and Broome Road Sites to Bouygues Development Thomas Vale.

Resolved:

1. That the award of the contract to develop the former Tap Works, Fifth Avenue and Broome Road sites by entering a Development Agreement along with associated agreements including deed of covenants, collateral warranties, transfers relating to the disposal of the Council's land and to provide written consent to any permitted assignments and such other ancillary agreements as may be deemed necessary be approved.
2. That the disposal of the land associated with the former Tap Works, Fifth Avenue and Broome Road Sites by way of the development agreement be approved.
3. That the payment under the Development Agreement to Bouygues Development Thomas Vale Limited in the sum of £4,470,724 in relation to the development of 40 units of housing to be funded from the Housing Revenue Account be approved.
4. That the receipt of £80,000 from Bouygues Development Thomas Vale Limited to enable the Council to procure the enhancement of the children's playground at Bushbury Memorial Recreation Ground be approve.

5. That authority be delegated to the Director of Governance to execute legal agreements in respect of the Tap Works development as required.
6. That authority be delegated to the Cabinet Member for City Housing and Assets in conjunction with the Strategic Director of Housing for the approval of any minor variations to the project required for its delivery.

21

City Learning Quarter - Potential Property Solutions

Cllr John Reynolds presented the report seeking approval to proceed with negotiations and acquisitions of properties in order to assemble a site capable of accommodating the requirements for a City Learning Quarter.

Resolved:

1. That subject to approval of Full Council to recommendation 2 below:
 - a. The Strategic Director Place be authorised to enter into negotiations to acquire properties to assemble sites for the City Learning Quarter.
 - b. An allocation of £6 million for the acquisition and associated costs for sites within the City Learning Quarter be approved and the intention to ultimately seek a contribution from external sources be noted.
 - c. Authority be delegated to the Cabinet Member for City Economy in consultation with the Strategic Director Place, Director of Finance and Director of Governance to acquire individual properties as part of the assembly of sites for the City Learning Quarter, within the budget approved by Full Council.
2. That it be noted that the Capital Budget Quarter Three Monitoring 2016/17 report to Council would seek approval to a budget of £6 million for site acquisition in the City Learning Quarter, in the event that Cabinet (Resources) Panel approve the strategy to acquire properties as part of site assembly for the City Learning Quarter.

22

Bilston Urban Village

Cllr John Reynolds presented the report on progress in the delivery of development on Bilston Urban Village. He requested appropriate approvals for the funding of the site's public open space and its long term management by The Land Trust.

Resolved:

1. That authority be delegated to the Cabinet Member for City Economy, in consultation with the Service Director City Economy to sign a Funding Agreement for European Regional Development Funding for the provision and enhancement of public open space on the Bilston Urban Village site.
2. That an increase in capital and revenue budgets of £506,000 and £175,000 respectively in accordance with the European Regional Development Funding (ERDF) application be approved and they be amended as appropriate upon signing of a Funding Agreement.
3. That a virement of £200,000 from the Bilston High Street Link Capital Budget to the Bilston Urban Village Capital Budget be approved.

4. That the signing of a Funding Agreement with the Canal and River Trust be approved subject to Council approval of recommendation 8 below.
5. That the allocation of £156,000 section 106 monies held by the Council for the provision and enhancement of public open space on the Bilston Urban Village site and the adjacent canal towpath and the appropriate adjustment in the capital programme be approved.
6. That the heads of terms for a transfer and management of the public open space to The Land Trust be approved and agreement of the final terms be delegated to the Cabinet Member for City Economy in consultation with the Service Director City Economy.
7. That the principle of employment uses for Bilston Urban Village East, the land between Bankfield Road and the Metro line be approved, and a report be received in due course outlining a recommended delivery strategy for the development of this part of the site.
8. That it be noted that a second Bilston Urban Village report would be presented to Council for approval of grant not exceeding £206,000 to the Canals and River Trust for surface and biodiversity improvements of the canal towpath between Dudley Street and Highfields Road, Bilston.
9. That the progress in the delivery of new housing, employment and other uses on the Bilston Urban Village site be noted.

23

Procurement - Award of Contracts for Works, Goods and Services

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

Resolved:

1. That authority be delegated to the Cabinet Member for Resources, in consultation with the Director of Finance, to approve the award of contracts for Insurance Services when the evaluation process is complete.
2. That the contract for Revenues and Benefits Mail Service be awarded to Critiqom Limited of Document House, Phoenix Crescent, Strathclyde Business Park, Bellshill, ML4 3NJ for a duration of four years from 1 April 2017 to 31 March 2021 for a total contract value of £700,000.
3. That the Director of Governance be authorised to execute contracts in respect of the above as required.