

Attendance

Members of the Cabinet (Resources) Panel

Cllr Andrew Johnson (Chair)
Cllr Peter Bilson
Cllr Claire Darke
Cllr Steve Evans
Cllr Val Gibson
Cllr Milkinderpal Jaspal
Cllr John Reynolds
Cllr Paul Sweet

Employees

Mark Bassett	Future Space Programme Director
Emma Bennett	Director of Children's Services
Ross Cook	Service Director - City Environment
Dereck Francis	Democratic Services Officer
Keith Ireland	Managing Director
Tim Johnson	Deputy Managing Director/Strategic Director - Place
Kevin O'Keefe	Director of Governance
Alison Shannon	Finance Business Partner
Mark Taylor	Strategic Director - People
Meredith Teasdale	Director of Education
David Watts	Director of Adult Services

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 Roger Lawrence and Sandra Samuels OBE.
- 2 Declarations of Interests**
The Strategic Executive Board collectively declared a pecuniary interest in item 5 (Pay Policy Statement 2018-2019).
- 3 Minutes of the previous meeting - 27 February 2018**
Resolved:
That the minutes of the meeting held on 27 February 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 **Pay Policy Statement 2018-2019**

Councillor Milkinder Jaspal presented the Council's new Pay Policy Statement 2018-2019 for onward transition to Council for approval and publication of the by 31 March 2018 deadline. Section 38 of The Localism Act 2011 required that each council prepared an annual pay policy statement.

Councillor Jaspal highlighted from the Pay Policy Statement that the Council's pay ratio of 9.35:1 was less than the average local authority pay ratio of 11:1 and below the public-sector threshold of 20:1. It was also below the Council's pledge to keep the pay ratio below 10:1.

Resolved:

That Council be recommended to:

1. Approve the Pay Policy Statement for 2018 – 2019.
2. Approve the publication of the Pay Policy Statement by 31 March 2018 in line with the requirements of the Localism Act 2011.

6 **Gender Pay Gap Report 2017**

Councillor Milkinder Jaspal presented the report on the Council's gender pay gap for 2017. The information would be published on the government Gender Pay Gap reporting site by 30 March 2018 as required by legislation.

Councillor Jaspal highlighted that the pay gap within the Council of 7.76% was considerably below the national average, the public sector average and the West Midlands average for gender pay gap. Therefore comparatively, the Council's performance around the gender pay gap had been good. An action plan had been developed to help further improve the Council's performance on the gender pay gap within the organisation.

Resolved:

1. That the report on the City of Wolverhampton Council's Gender Pay Gap be endorsed.
2. That it be noted that the Gender Pay Gap data would be published on the Gender Pay Gap reporting site on the GOV.UK website, together with the report on the City of Wolverhampton Council's Gender Pay Gap, as required by legislation.

7 **Revenue Budget Monitoring Quarter Three 2017-2018**

Councillor Andrew Johnson reported that as a result of proactive financial management across the Council a projected underspend in the region of £700,000 was now forecast on the General Fund. A projected increased surplus of £1.7 million on the Housing Revenue Account was also projected. He also highlighted from the report the establishment of an Adult Social Care Reserve from underspends in

2017/2018 to offset pressures in 2018/2019. The monitoring report also proposed a number of write-offs, virements and use of reserve requests requiring approval.

Resolved:

1. That the use of £82,000 from the Regeneration Reserve to fund various development works and schemes as detailed at paragraph 5.2.2 of the report be approved.
2. That the amendment of draw down amounts of the Regeneration Reserve that were approved in Quarter 1 and Quarter 2 as outlined in at Table 7 of the report be approved.
3. That the use of £104,000 from the Transformation Reserve to cover various works and schemes as detailed at paragraph 5.2.3 of the report be approved.
4. That the use of £169,000 from the Highways Management Reserve to cover various works and schemes as detailed at paragraph 5.2.4 of the report be approved.
5. That the establishment of a new specific reserve for Adult Social Care from underspends in 2017-2018 to offset pressures in 2018-2019 as outlined at paragraph 5.2.5 of the report be approved.
6. That the use of £332,000 from the Future Works Reserves to support Agresso System Development as detailed at paragraph 5.2.6 of the report be approved.
7. That the write off of one Non-Domestic Rates (NDR) debts totalling £19,090.80 as detailed in Appendix 6 of the report be approved.
8. That the write off of five sundry debts totalling £120,156.60 as detailed in Appendix 7 of the report be approved.
9. That thirty-two virements totalling £8.2 million, for transfers within directorates, as detailed in Appendix 8 of the report be approved.
10. That the write off of £36,111.10 relating to five tenant rechargeable repair accounts over £5,000 as outlined in Appendix 10 of the report be approved.
11. That setting up of supplementary expenditure budgets within the 2017-2018 approved budgets as detailed in paragraph 4.2 of the report for grant funded expenditure be approved.
12. That it be noted that as a result of proactive financial management across the Council, all services have completed recovery plans which have identified efficiencies and mitigating actions to recover the overspend that was forecast as at quarter two of 2017-2018. The overall projected outturn for the General Fund for 2017-2018 is now forecast to be an underspend in the region of £70,000.

13. That it be noted that projected redundancy costs, including the cost of pension strain, totalling £3.0 million are included in the forecast outturn. The projected costs are subject to change dependent upon the actual redundancies approved by year end. It is anticipated that Capital Receipts flexibility announced by the Secretary of State, will offset the cost of redundancies.
14. That it be noted that 522 council tax accounts totalling £201,553.80, as detailed in paragraph 8.4.1 of the report have been approved by for write off by the Director of Finance in accordance with the Council's Financial Procedure Rules.
15. That it be noted that 22 Non-Domestic Rates (NDR) debts totalling £75,616.40, as detailed in paragraph 8.4.2 of the report, have been approved by for write off by the Director of Finance in accordance with the Council's Financial Procedure Rules.
16. That it be noted that 143 sundry debt accounts totalling £107,007.72, as detailed in paragraph 8.3 of the report, have been approved by for write off by the Director of Finance in accordance with the Council's Financial Procedure Rules.
17. That it be noted that 24 housing benefit overpayments totalling £16,336.13, as detailed in paragraph 8.7 of the report, have been approved for write off by the Director of Finance in accordance with the Council's Financial Procedure Rules.
18. That it be noted that a £18.5 million surplus on the Housing Revenue Account (HRA) is projected compared with a budgeted surplus of £16.8 million as shown at Table 10 and in detail at Appendix 9 to the report. The projected increased surplus of £1.7 million will be used to redeem debt in line with the HRA Business Plan.
19. That it be noted that the Director of Finance has approved the write off 1,240 former HRA tenant rent accounts totalling £707,269.01, as detailed in paragraph 9.5.2 of the report in accordance with the Council's Financial Procedure Rules.
20. That it be noted that the Director of Finance has approved the write off 430 former tenant rechargeable repair accounts totalling £262,257.89, as detailed in paragraph 9.6.2 of the report in accordance with the Council's Finance Procedure Rules.

8

Quarter Three Treasury Management Activity Monitoring

Councillor Andrew Johnson presented the monitoring and progress report on treasury management activity for the third quarter of 2017-2018, in line with the Prudential Indicators approved by Council in March 2017.

Resolved:

1. That the contents of the report and in particular that the Council is continuing to operate within the Prudential and Treasury Management Indicators

approved by Council, and also within the requirements set out in the Council's approved Treasury Management Policy Statement for 2017-2018 be noted.

2. That it be noted that savings of £821,000 for the General Fund and £677,000 for the Housing Revenue Account are forecast from treasury management activities in 2017-2018.

9 **FutureSpace Update**

Councillor Andrew Johnson presented the update report on the FutureSpace programme that summarised progress to date and set out the remaining activities to fulfil the agreed Business Case. The report sought to provide assurance that the approved FutureSpace programme was on time, on budget and would deliver the net savings to the Council of over £500,000 per annum. The programme would also deliver a much improved Civic Centre customer/visitor experience and environment for employees; and would deliver against the local benefits required from the Programme including taking on local apprentices, trainees and graduates as a condition of the contract; and the use of local employees, suppliers and other contractors on the contract.

The Panel recorded its thanks to the Strategic Director for Place, the Council's project team and the Contractor on the excellent delivery of the contract.

Resolved:

1. That it be noted that the progress of the FutureSpace programme had been in line with the agreed mandate and intended outcomes.
2. That it be noted that the activity remaining is on target to achieve the outcomes and benefits as set out in the original business case.
3. That it be noted that the programme has been delivered using robust project and programme management consistent with the agreed corporate methodology.

10 **Police and Crime Commissioner Grant Allocation 2018-2019**

Councillor Paul Sweet sought approval to delegate the Police Grant Community Fund allocation 2018-2019 from the Police and Crime Commissioner (PCC) to Safer Wolverhampton Partnership (SWP) in line with grant conditions, to aid delivery of agreed city-wide crime and community safety objectives. As the Council was the Responsible Authority for SWP's budget, formal delegation was required to enable the grant to be spent as intended.

Resolved:

That the delegation of the Police Grant Community Fund 2018-2019 allocation from the Police and Crime Commissioner (PCC) to Safer Wolverhampton Partnership (SWP) for the purposes of delivering against the city's Community Safety and Harm Reduction Strategy 2017-2020 be approved.

11 **Recommendations from the Scrutiny Fire Safety Scoping Group**

Councillor Peter Bilson presented for approval the executive response to the findings and recommendations from a scrutiny scoping exercise into fire safety. He paid tribute to the work of the Scoping Group and its chair Councillor Greg Brackenridge

for his diligence to the work. He asked that the Panel's congratulations be passed onto those involved in the scrutiny scoping work.

Councillor Greg Brackenridge was in attendance for this item. He acknowledged the contributions made by all of the Scoping Group, witnesses and Scrutiny Board. The overall aim of the review was to assess the response of the City of Wolverhampton Council to the Grenfell Tower Fire. The review report contained 26 recommendations and Councillor Brackenridge highlighted a number of the findings.

Councillor Peter Bilson recommended that the Panel accept all of the recommendations from the scoping group. Some were actionable right away and others would take longer to deliver. On to the question of the installation of sprinklers, Councillor Bilson commented that there was a need to introduce sprinklers as a matter of routine. The Wolverhampton Homes Delivery Plan for 2018-2019 agreed by Cabinet on 20 February 2018 included a capital provision for the installation of sprinklers in the Council's housing stock. Sprinklers would be retro fitted initially in Heath Town estate regeneration.

Resolved:

That the Executive response to the Scrutiny Group's recommendations be approved.

12 **Care and Support Provider Fee Review 2018-2019**

Councillor Andrew Johnson asked the Panel to approve proposed increases in fee levels for 2018-2019 for care and support providers, direct payment cost rate, and the methodology used to develop the new rates.

Resolved:

1. That the proposed increase in fee levels for 2018-2019 to meet the additional costs (employee and employer) resulting from the increases to the National Living Wage (NLW) be approved.
2. That the engagement with current care and support providers as part of the fee review which builds upon the open book exercise undertaken 2017-2018 be noted.
3. That the intention to review the terms of the Ethical Care Charter be noted.

13 **External Funding Update**

Councillor John Reynolds presented the report seeking approval to the submission of full applications for European Regional Development Fund for the Black Country AIM for GOLD (Advice Investment and Market Development and Growth Opportunities Local Delivery) Project and the Smart Intelligence Infrastructure Investment I³, should the outline application be successful. External funders usually required the Council to enter into a Grant Funding Agreement outlining what the resource could be used for and rules and regulations relating to the funding source. It was therefore proposed that authority be delegated to the Cabinet Members for City Economy and Resources, in consultation with the Strategic Director for Place and the Director of Finance to enter into such agreements and approve budgets relating to successful bids or extensions to projects.

Resolved:

1. That the submission of a full application to the European Regional Development Fund (ERDF) for the Black Country AIM for GOLD (Advice Investment and Market Development and Growth Opportunities Local Delivery) Project be approved.
2. That authority be delegated to Cabinet Members for City Economy and Resources, in consultation with the Strategic Director Place and Director of Finance to enter into Grant Funding Agreements and approve budgets relating to successful bids or extensions to projects.
3. That the development of a full application for ERDF funding for a Smart Intelligence Infrastructure Investment I³ project should the outline application be successful be approved.

14

Acquisition of Privately Owned Empty Property by Agreement or Compulsory Purchase: 15 Gordon Avenue, Lanesfield, Wolverhampton, WV4 6PX

Councillor Peter Bilson presented the report that sought approval to acquire the property 15 Gordon Avenue, Lanesfield, Wolverhampton. WV4 6PX by negotiation or by the making of a compulsory purchase order (CPO) under Section 17 of Part II of the Housing Act 1985 (CPO). Should it be possible to reach agreement on a mutually acceptable undertaking, it was proposed that the property be withdrawn from the CPO. The decision 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 Service Director, City Housing be authorised to negotiate terms for the acquisition of the property 15 Gordon Avenue, Lanesfield, Wolverhampton, 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 Service Director, City Housing, the property be withdrawn from the CPO.
4. That following any acquisition, the Service Director, City 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.

15 **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.

16 **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

17 **Regional Adoption Agency Delegated Authority**

Councillor Val Gibson presented the report on the detailed case for creating a new Regional Adoption Agency - Black Country Care and Support Services Limited, to be known as Adoption@Heart. Approval was sought to the proposed governance arrangements, financial model and funding arrangements, and implications for Council staff of the proposal.

The development of RAA was part of the national regionalising adoption programme. All local authorities were expected to deliver their adoption services through an RAA by 2020.

Resolved:

1. That the establishment of the Regional Adoption Agency (RAA) be approved.
2. That the service design, structure and governance of the RAA as a Local Authority Trading Company, including transfer of staff into the new organisation be approved.
3. That the financial model and funding formula be approved.
4. That the governance arrangements be approved.

5. That authority be delegated to the Cabinet Member for Resources and the Cabinet Member for Children and Young People in consultation with the Director of Finance and Director for Children's Services to make further decisions specifically relating to:
 - a. The finalisation of arrangements for the delivery of support services to the RAA, ensuring that the 'back office' costs are funded by Local Authorities and the RAA has a viable balanced budget.
 - b. Cash flows for the RAA.
 - c. The development of an agreed funding protocol between the Local Authorities/Trust to enable the functioning of the funding formula, including tolerances and arrangements for spot purchasing to accommodate variations in numbers of placements required.
 - d. Arrangements for transferring budgets to the RAA during the 2018-2019 financial year to minimise exposure of either the Local Authorities or the RAA to risks of overspend.
 - e. The development of a risk sharing agreement between the four Local Authorities/Trust and the RAA, with appropriate governance for LAs to hold the RAA accountable.
 - f. Authorising Adoption@Heart officer director appointments as appointments to an external body.
 - g. Taking any and all decisions including without limitation the approval of all documents to enable the RAA to be incorporated; and
 - h. Taking any and all necessary shareholder decisions required following incorporation.

6. That authority be delegated to the Director of Governance, in consultation with the Director of Children's Services, to enter into and authorise all necessary deeds, contracts and other related documents to implement the above recommendations.

18

Looked After Children Housing Adaptation Application

Councillor Val Gibson presented the report on an application for housing adaptations for looked after children (LAC) in accordance with the Council's Extensions /Alterations to Foster Carers Own Properties policy. The purpose of the policy was to assist in securing permanence to LAC which was a key priority to the Children and Young People service.

Resolved

1. That the funding for housing adaptations for two looked after children with severe disabilities be approved.

2. That the virement of £100,000 from the Disabled Facilities Grant project to the Extension / Vehicles capital project be approved.

3. That the creation of a new scheme 'Extension Mr & Mrs G' and the virement of £147,000 from the Extension / Vehicles project to fund the housing adaptations be approved.

Procurement - Award of Contracts for Works, Goods and Services

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

An amendment was proposed to paragraph 6.6.17 of the report and the corresponding recommendation, to correct the delegation from the Cabinet Member for Resources to the Cabinet Member for Public Health and Wellbeing; and to reflect that the contract would be for a one year period and subject to successful completion of agreed activities by the contractor in the first year, the contract would be extended for a further year.

Resolved:

1. That authority be delegated to:
 - a. the Cabinet Member for Resources, in consultation with the Director of Finance, to approve the award of a contract for Lots 1 and 3 for Enforcement Agents Services when the evaluation is complete.
 - b. the Cabinet Member for City Environment, in consultation with the Strategic Director for Place, to approve the award of a contract for Lot 2 for Enforcement Agent Services when the evaluation is complete.
2. That the contracts for Support for Unaccompanied Asylum Seeking Children for two years from 27 March 2018 to 26 March 2020 be awarded to:
 - a. Refugee and Migrant Centre Limited of 1st Floor Roma Parva 9 Waterloo, Road, Wolverhampton, West Midlands, WV1 4NB for £197,018.
 - b. Wolverhampton Clinical Commissioning Group of Wolverhampton Science Park, Technology Centre, Glaisher Dr, Wolverhampton WV10 9RU for £126,600.
3. That authority be delegated to the Cabinet Member for Resources, in consultation with the Strategic Director for People, to approve the award of a contract for Multi-Functional Devices when the evaluation process is complete.
4. That authority be delegated to the Cabinet Member for Resources, in consultation with the Strategic Director for People, to approve the award of a contract for Provision of a Wide Area Network when the evaluation process is complete.
5. That authority be delegated to the Cabinet Member for Resources, in consultation with the Strategic Director for People, to approve the award of a contract for Provision of Internet Services when the evaluation process is complete.
6. That authority be delegated to the Cabinet Member for Resources, in consultation with the Director of Finance, to approve the novation and extension of the contract for the Support and Maintenance of Unit4 Business World (Agresso) to Unit4 Business Software Limited of Eden House, Eden Office Park, 82 Macrae Road, Pill, Bristol, England, BS20 0DD for three years from 1 July 2018 to 30 June 2021, when the negotiation is complete.

7. That authority be delegated to the Cabinet Member for City Economy, in consultation with the Strategic Director for Place, to approve the award of a contract for a Management Information System for Adult Education when the evaluation process is complete.
8. That the award of a contract be authorised for the Supply of Independent Living Equipment to London Borough of Croydon of Bernard Weatherill House, 8 Mint Walk, Croydon, CR0 1EA for three years from 1 June 2018 to 31 May 2021.
9. That authority be delegated to the Cabinet Member for Public Health and Wellbeing, in consultation with the Strategic Director for People, to approve the award of the contract for the Healthy Child Programme to Royal Wolverhampton NHS Trust of New Cross Hospital, Wolverhampton Road, Wolverhampton, West Midlands, WV10 0QP for one year from 1 April 2018 to 31 March 2019, when the negotiation is complete. Subsequently, subject to successful completion of agreed activities by RWT in the first year, to then extend the contract for a further one year from 1 April 2019 to 31 March 2020.
10. That the award of contracts be authorised to providers who meet the registration requirements for undertaking NHS Health Checks for up to a four year period from 1 April 2018 to 31 March 2022.
11. That the Director of Governance be authorised to execute contracts in respect of the above as required.

20

Schools Condition Allocation Capital Programme 2018-2019

Councillor Peter Bilson presented the report that set out the priorities for the school condition capital allocation for 2018-2019. The proposed capital programme would reduce the highest priority condition liabilities identified from the schools property database. The programme would also reduce the risk of any school closures due to maintenance issues.

Resolved:

1. That the detailed projects for school's condition allocation capital funding in 2018-2019 as listed in paragraph 3.6 of the report be approved.
2. That authority be delegated to the Cabinet Member for City Assets and Housing in consultation with the Cabinet Member for Education, and Strategic Director of Place, to initiate works in relation to emergency works preventing a school closure, the nature of which would not allow sufficient time to gain normal Council approvals, then to be confirmed through an Individual Executive Decision Notice and to enter into any ancillary agreements necessary for the works to be undertaken.
3. That authority be delegated to the Cabinet Member for City Assets and Housing in consultation with the Cabinet Member for Education, and Strategic Director of Place, to initiate works in relation to asbestos removal preventing a school closure, the nature of which would not allow sufficient

time to gain normal Council approvals, then to be confirmed through an Individual Executive Decision Notice.

4. That it be noted that the resources available for implementing the 2018-2019 school's capital maintenance programme are provisionally £1.7 million (This figure would be adjusted once grant confirmed) against a condition backlog of £3 million for priority 1 items.
5. That it be noted that the resources available for basic need have been fully committed toward the expansion of the primary and secondary school estate, to support the provision of additional pupil places given a continued increase in demand.

21

Waste and Recycling Services

Councillor Steve Evans presented an update report on the implementation of changes to the Waste and Recycling service agreed by Cabinet on 22 February 2017.

Resolved:

1. That the revised waste and recycling services as detailed in this report be approved.
2. That the delegation of the appropriate commercial and legal arrangements between the Council and Enterprise Managed Services Ltd (Amey PLC) and any changes to service charges to facilitate the new waste and recycling services to be delivered be approved.
3. That the finalisation of the arrangements be delegated to the Leader of the Council and the Cabinet Member for Environment in consultation with the Managing Director and the Deputy Managing Director/Strategic Director for Place.