

## Attendance

### Members of the Cabinet (Resources) Panel

Cllr Louise Miles (Chair)  
Cllr Roger Lawrence (Vice-Chair)  
Cllr Peter Bilson  
Cllr Steve Evans  
Cllr Val Gibson  
Cllr Hazel Malcolm  
Cllr Lynne Moran  
Cllr Sandra Samuels OBE  
Cllr Paul Sweet

### Employees

Dereck Francis	Democratic Services Officer
Tim Johnson	Deputy Managing Director/Strategic Director - Place
Claire Nye	Director of Finance

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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 John Reynolds.
- 2 Declarations of interests**  
Tim Johnson, Strategic Director for Place declared a non-pecuniary interest in item 12 (Progression of Housing Development Sites) in so far as he is a Director on the Board of WV Living.
- 3 Minutes of the previous meeting - 22 May 2018**  
Resolved:  
That the minutes of the previous meeting held on 22 May 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 Statutory Food Service Plan**  
Councillor Steve Evans presented for approval the Council's draft Food Service Plan for 2018 and sought delegated authority to approve the final version of the plan. Approval was also requested to the introduction of a charge for both food hygiene

rating revisits and food hygiene consultancy work, at an hourly rate of £70 for a Senior Environmental Health Officer, to take effect from 1 July 2018 (or as soon as possible thereafter).

Resolved:

1. That the draft 2018 Food Service Plan as summarised in Appendix 1 to the report be approved.
2. That authority be delegated to the Cabinet Member for City Environment in consultation with the Head of Business Services to approve the final version of the Food Service Plan.
3. That the introduction of a charge for both Food Hygiene Rating Revisits and Food Hygiene Consultancy Work, at an hourly rate of £70 for a Senior Environmental Health Officer, to take effect from 1 July 2018 (or as soon as possible thereafter) be approved.
4. That the requirement to prepare a Food Service Plan be noted.
5. That the requirements set out in the action plan following the audit by the Food Standards Agency in September 2017 be noted.

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#### **Restoration of Pennfields and Tettenhall War Memorials**

Councillor Roger Lawrence presented the report seeking approval for the Council to act as the accountable body for two local community groups, to facilitate the restoration of the war memorials. The repairs would be funded through external grants from the War Memorials Trust (WMT) and contributions raised by Bradmore War Memorial Fund and Tettenhall War Memorial Committee local community groups.

Resolved:

1. That the Council act as the accountable body on behalf of two local community interest groups, to facilitate the repair of the Pennfields and Tettenhall war memorials.
2. That the establishment of a capital budget of £20,000 for the repair of Pennfields war memorial, which is to be funded by an external grant from the War Memorials Trust and contributions raised by the Bradmore War Memorial Fund community group be approved.
3. That the establishment of a capital budget of £20,000 for the repair of Tettenhall war memorial, which is to be funded by an external grant from the War Memorials Trust and contributions raised by the Tettenhall War Memorial Committee community group be approved.

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#### **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.

**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 falling within the paragraph 3 of Schedule 12A of the Act.

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

**9 19 June 2018 - Procurement - Award of Contracts for Works, Goods and Services**

The Panel considered proposals for 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 Strategic Director for Place, to approve the award of a contract for New Build Council Housing at Heath Town when the evaluation process is complete.
2. That authority be delegated to the Cabinet Member for City Environment, in consultation with the Strategic Director for Place, to approve the direct award of contracts for Residual Disposal (Landfill), Green Waste Processing and Recycling Processing when the negotiation process is complete.
3. That the contract for Electronic Records and Documents Management System be awarded to Idox plc of 2nd floor, 1310 Waterside, Arlington Business Park, Theale, RG7 4SA for a duration of three years with option to extend for a further four years from 1 April 2018 to 31 March 2025 for a total contract value of £735,000.
4. 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 Financial Advice Consultants when the evaluation process is complete.
5. That authority be delegated to the Cabinet Member for Resources, in consultation with the Strategic Director for Place, to approve the award of a contract for Microsoft Developers when the evaluation process is complete.
6. That authority be delegated to the Cabinet Member for Adults, in consultation with the Strategic Director for People, to approve the award of contracts in each of the five lots for Statutory Advocacy Services when the evaluation process is complete.
7. That the Director of Governance be authorised to execute contracts in respect of the above as required.

**10 Heath Town Residential Repairs - Private Leaseholder Update**

Councillor Peter Bilson presented the report that provided an update on the buying back of leasehold properties purchased originally under 'Right to Buy' (RTB) on the Heath Town Estate which are due to have major works undertaken as part of the estate works. Approval was sought to the purchase of the leasehold for two properties on the estate where the purchase price had been agreed and to delegated authority to approve any further purchases of leasehold properties on the estate once a purchase price had been agreed.

Resolved:

1. That the purchase of the leasehold properties as listed on appendix 1 to the report where the purchase price has been agreed be approved.
2. That authority be delegated to the Cabinet Member for City Assets and Housing in consultation with the Service Director, City Housing to approve any further purchases of leasehold properties purchased under the Right to Buy (RTB) on the Heath Town Estate, subject to agreement of a purchase price.
3. That the progress made to buy back leasehold properties purchased originally under the Right to Buy (RTB) on the Heath Town Estate which are due to have major works undertaken as part of the estate refurbishment be noted.

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#### **Corporate Asset Management Fund - Approval of Schemes for 2018-2019**

Councillor Peter Bilson sought approval to a programme of capital works to schools to ensure the asset portfolio meets statutory compliance requirements. Delegated authority was also requested to initiate works in relation to emergency/ priority works preventing building closure and asbestos related works.

Resolved:

1. That the proposed programme of works for 2018-2019 as set out in Appendix 1 to the report to be funded from the capital repairs and to ensure the asset portfolio meets statutory compliance requirements. be approved.
2. That authority be delegated to the Cabinet Member for City Assets and Housing in consultation with the Head of Corporate Landlord to initiate works in relation to emergency / priority works preventing building closure and asbestos related works; the nature of which would not allow sufficient time to gain normal Council approvals, then to be confirmed through an Individual Executive Decision Notice.
3. That the previously approved schemes, totalling £534,000, which were subject to a previous Individual Executive Decision Notice report approved on 10 April 2018 be noted.

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#### **Progression of Housing Development Sites**

Councillor Peter Bilson presented the report that sought approval to require the Council to enter into an agreement with WV Living pursuant to section 111 of the Local Government Act 1972, requiring WV Living to enter into a section 106 obligation in respect of a number of sites, simultaneously with completion of the purchase of the sites from the City Council. The agreement constituted either an agreement or a unilateral undertaking for WV Living to fulfil all planning obligations including the delivery of the affordable housing.

Resolved:

1. That the Council enter into an agreement with WV Living pursuant to section 111 of the Local Government Act 1972, requiring WV Living to enter into a section 106 obligation in respect of the sites listed below, simultaneously with completion of the purchase of the sites from the City Council:

Former Merryhill House, Warstones Resource Centre, Nelson Mandela House, Woden Resource Centre and Oakley Road/Reedham Gardens sites.

2. That authority be delegated to the Cabinet Member for City Assets and Housing in conjunction with the Director of Governance to agree the Heads of Terms for the disposal of the sites listed above.

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