

## 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 John Reynolds

### Employees

Tim Johnson	Managing Director
Claire Nye	Director of Finance
Kevin O'Keefe	Director of Governance
Alison Shannon	Chief Accountant
Dereck Francis	Democratic Services Officer
Henry Gregory	Graduate Management Trainee

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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 Paul Sweet and Councillor Sandra Samuels OBE.
- 2 Declarations of interest**  
Councillor Louise Miles, declared a non-pecuniary interest in item 7 (Individual Executive Decision Notices) and item 9 (i54 Western Extension) which relates to Oxley Ward, where she is a Ward Councillor.  
  
Councillor Hazel Malcolm, declared a non-pecuniary interest in item 9 (i54 Western Extension) which relates to Bushbury North Ward, where she is a Ward Councillor.
- 3 Minutes of the previous meeting**  
Resolved:  
That the minutes of the previous meeting held on 19 June 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 **Revenue Budget Monitoring Quarter One 2018-2019**

Councillor Louise Miles presented the report Monitoring Quarter One 2018-2019, that provided the Panel with a projection of the likely revenue outturn position for the General Fund and Housing Revenue Accounts, compared with the Council's approved revenue budgets for 2018-2019.

Resolved:

1. That the use of £841,000 from the Regeneration Reserve to fund various development works and schemes as detailed at paragraph 4.2.2 of the report be approved.
2. That the use of £39,000 from the Schools Arts Service Reserve to support additional projects in schools and other educational establishments as detailed at paragraph 4.2.3 of the report be approved.
3. That the use of £5,000 from the Art Gallery Touring Exhibitions Reserve to support the costs of Touring Exhibitions as detailed at paragraph 4.2.4 be approved.
4. That the use of £125,000 from the Future Works Reserves to support Agresso System Development as detailed at paragraph 4.2.5 of the report be approved.
5. That the use of £10,900 from the Local Strategic Partnership Reserve and £9,100 from the Efficiency reserve to support the costs of a Community Fund for the Crowdfund Wolves as detailed in paragraph 4.2.6 of the report be approved.
6. That the delegation of decisions about individual allocations to Crowdfund Wolves projects to the Cabinet Member for City Economy in consultation with the Director of Regeneration be approved.
7. That the write off of two Council Tax debts totalling £12,827.91 as detailed in Appendix 8 to the report be approved.
8. That the write off of four sundry debts totalling £42,656.54 as detailed in Appendix 9 to the report be approved.
9. That the ten virements totalling £4.9 million, for transfers within directorates, as detailed in Appendix 7 to the report be approved.
10. That the introduction of an annual charge of £35 for Garden Waste services and a concessionary charge of £17.50 for eligible residents in receipt of maximum Council Tax reduction as detailed in paragraph 9.1 of the report be approved.
11. That the authority be jointly delegated to the Cabinet Member for City Environment and the Cabinet Member for Resources, in consultation with the Strategic Director of Place and the Director of Finance to set and implement charges for commercial trade waste services as detailed in paragraph 9.2 of the report be approved.

12. That the introduction of WV Active Change (Weight management programme) chargeable to Members at £30 and Non-Members at £40 as detailed in paragraph 9.4 of the report be approved.
13. That the introduction of free access and discounted membership, to WV Active, for Looked after Children and Care Leavers up to the age of 25 in a number of areas as detailed in paragraph 9.5 of the report be approved.
14. That the use of £500,000 from the Budget Contingency Reserve to fund the academy conversion deficit as detailed at paragraph 6.4.1 of the report be approved.
15. That it be noted that the overall projected outturn for the General Fund for 2018-2019 is forecast to be an overspend in the region of £2.7 million.
16. That it be noted that at this stage in the financial year it is difficult to forecast redundancy costs. However, based on recent years it is anticipated that the cost of redundancies can be met from reserves.
17. That it be noted that 734 council tax accounts totalling £257,806.65, as detailed in paragraph 7.4.1, of the report have been approved by for write off by the Director of Finance in accordance with the Council's Financial Procedure Rules.
18. That it be noted that 28 Non-Domestic Rates (NDR) debts totalling £30,580.50, as detailed in paragraph 7.4.2 of the report, have been approved by for write off by the Director of Finance in accordance with the Council's Financial Procedure Rules.
19. That it be noted that 52 sundry debt accounts totalling £77,628.26, as detailed in paragraph 7.3 of the report, have been approved by for write off by the Director of Finance in accordance with the Council's Financial Procedure Rules.
20. That it be noted that 16 housing benefit overpayments totalling £3,612.55, as detailed in paragraph 7.7 of the report, have been approved for write off by the Director of Finance in accordance with the Council's Financial Procedure Rules.
21. That it be noted that three debts relating to Business Improvement District (BID) totalling £494.51, as detailed in paragraph 7.4.3 of the report, have been approved for write off by the Director of Finance in accordance with the Council's Financial Procedure Rules.
22. That it be noted that a £15.3 million surplus on the Housing Revenue Account (HRA) is projected compared with a budgeted surplus of £15.2 million as shown at Table 9 and in detail at Appendix 6 to the report. The projected increased surplus of £157,000 will be used to redeem debt in line with the HRA Business Plan.

6 **Acceptable use of ICT Assets and Social Media**

Councillor Val Gibson presented a new policy on Acceptable use of ICT Assets and Social Media. The new policy brings together existing policies on the 'Personal Use of Computer Equipment' and the 'ICT Security Policy'. It also provided clarity on the use of mobile phones in the workplace.

Resolved:

1. That the new policy Acceptable use of ICT Assets and Social media be approved.
2. That the employee use of ICT equipment and Internet, including social media platforms, in non-working time be approved.

7 **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.

9 **i54 Western Extension**

Councillor John Reynolds presented the report that updated the Panel on the current position of i54 and the resulting outcomes and economic benefits. It also set out the current status of i54 Western Extension and the strategy for delivery of the next 60 acres through to realisation of outputs.

Resolved:

1. That the continuation of the feasibility and design development of The Access Road, Services Infrastructure and Platform Preparation works associated with the City's 60 acres on the i54 Western Extension within the existing budget approval of £2.5 Million be approved.
2. That the progress made in delivering the i54 project to date, the social outputs realised to date and the Partners return on investment be noted.
3. That the progress made on i54 Western Extension including the planning application process, key outputs and delivery programme be noted.
4. That the status of the funding strategy, key delivery agreements and governance arrangements including, the Joint Venture Agreement and Business Rate Retention Agreement with Staffordshire County Council and South Staffordshire Council be noted.

5. That the current position of discussions with Midland Land Portfolio Limited, Severn Trent's property vehicle and title holder of the adjoining 40 acres be noted.
6. That it be noted that a future report will be taken to Cabinet seeking approval to a revised Western Extension Budget.

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**Land and Property transactions - Corporate Landlord (CRP 003)**

Councillor Peter Bilson presented the report that sought approval to declare surplus to Council requirements the assets detailed in this report and agree the disposal strategy for each asset to generate both capital receipts and revenue efficiencies.

Resolved:

1. That the following assets be declared surplus to requirements:
  - Former MAST office, 19/20 Middleway Green
  - Recovery House, 46a Second Avenue
2. That the disposal of the assets listed via the open market disposal methods of either auction or informal tender upon terms and conditions to be agreed be approved.

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**Land and Property Transactions - Corporate Landlord (CRP 004)**

Councillor Peter Bilson presented the report that sought approval to enter into a settlement agreement with Gazebo to facilitate a temporary extension of the previous lease up to and including 14 December 2018.

Resolved:

1. That the execution of a settlement agreement between the Council as landlord of Bilston Town Hall and Gazebo as the tenant extending occupation of part of the premises until 14 December 2018 be approved.
2. That the payment of the sums detailed in the report as part of the settlement agreement to assist Gazebo with re-location costs and acquire in-situ equipment within Bilston Town Hall currently owned by Gazebo to be used by the Council for ongoing community service delivery be approved.
3. That the use of the Budget Contingency Reserve to fund the payment to Gazebo be approved.

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**24 July 2018 - Procurement - Award of Contracts for Works, Goods and Services**

Councillor Louise Miles presented the report on proposals for the Award of Contracts for Works, Goods and Services.

Resolved:

1. That the delegation of authority to the Cabinet Member for Governance, in consultation with the Director of Governance, to approve the award of a contract for provision of Occupational Health Services when the evaluation process is complete be approved.

2. That the award the contract for Digital Transformation Programme Support to Cipfa C.Co Limited of The Quadrant Mercury Court, Chester West Employment Park, Chester, England, CH1 4QR for a duration of eight months from 1 August 2018 to 31 March 2019 for a total contract value of up to a maximum of £500,000 be approved.
3. That the award the contract for eServices to IEG4 of Queens Court, Wilmslow Road, Wilmslow, SK9 7QD for a duration of four years from 1 August 2018 to 31 July 2022 for a total contract value of £500,000 be approved.
4. That the delegation authority to the Cabinet Member for Children and Young People in consultation with the Director of Children Services to approve the award of a contract for the provision of 'Young Carer's Support Services' when the evaluation process is complete be approved.
5. That authority be delegated to the Director of Governance to execute contracts in respect of the above as required.