



## Response to Request for Information

Reference EIR 081543  
Date 10 August 2015

### *Himley Crescent*

#### **Request:**

Can you please disclose all documentation that you hold which related to the marketing of 14 Himley Crescent including initial decisions to advertise and documentation relating to the bid and tender sale process.

I am particularly interested in all original marketing material that you produced including meeting minutes , notes emails and policy documentation

#### **Response:**

Our response is based on the assumption that you are referring to the intended disposal of the property during 2014 /2015. An application was submitted to the Minister under a letter dated the 27th June 2014. Interested parties who had logged an interest were advised by Council Officers under a letter of the 13th August 2014 that title checks were still being completed and required before proceeding with the proposal to commence with the tender process for sale. The case was reviewed in September 2014 with the new case officer appointed in August 2014. The case was withdrawn from the disposal process. Specific surveys were then requested in relation to the proposal of granting a short term lease via an informal tender process Ministerial approval to the application submitted for disposal has yet to be received.

In respect of information relating identities and contact details of Council officers and others such as third parties (applicants and their representatives) involved in this process, the Council considers that this meets the definition for personal data set out in Section 1(1) of the Data Protection Act 1998 ("DPA") as:

*"data which relate to a living individual who can be identified - (a) from those data, or (b) from those data and other information which is in the possession of, or is likely to come into the possession of, the data controller and includes any expression of opinion about the individual and any indication of the intentions of the data controller or any other person in respect of the individual"*

The Council thus considers that the requested information is caught by the exception to disclosure contained in Regulation 13 EIR, which relates to personal data.

To explain further, a disclosure made under the provisions of the EIR is judged to be a disclosure to the wider world and here the Council must consider disclosure of personal information in line with the provisions of the DPA.

In this instance it is judged that the personal data relating to these named individuals is being processed by the Council for the purposes of providing property management services and not for any wider disclosure purposes.

Individuals involved, with the exception of named council officers involved would also have no reasonable expectation that their details would be disclosed to the world-at-large.

Any disclosure of this information would be judged in this instance to breach DPA principles, notably the first principle – that of fair and lawful processing and the second principle-that of processing for specified and not-incompatible purposes.

Names and direct contact details have thus been redacted (removed) in this instance.

Jenny Dell

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**From:** Jenny Dell  
**Sent:** 06 March 2014 15:55  
**To:** David Harris (Property Services)  
**Cc:** David Garner  
**Subject:** Protected: Goldthorn Assembly Hall, Himley Crescent

David

I have just spoken with Dave Garner in the Elections team in respect of declaring the above mentioned property Surplus to Requirements. He has advised me that there are some community premises that form part of a larger review to be used as a Polling Station for next year and ideally he would like clarification of these.

In view of this prior to declaring any of these premises surplus to requirements could you please let him know what premises have been identified in order that he can check to see they appear on his list.

Many thanks

Jenny Dell  
Estate Surveyor, Education & Enterprise

[REDACTED]  
[REDACTED]  
Wolverhampton City Council

**Jenny Dell**

---

**From:** Jenny Dell  
**Sent:** 26 March 2014 08:58  
**To:** Ian Culley  
**Cc:** David Harris (Property Services)  
**Subject:** RE: Goldthorn Assembly Hall: Not Protectively Marked

Thank you Ian.

Jenny Dell  
Estate Surveyor, Education & Enterprise

[REDACTED]  
Wolverhampton City Council

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**From:** Ian Culley  
**Sent:** 25 March 2014 12:27  
**To:** Jenny Dell  
**Subject:** Goldthorn Assembly Hall

Hi Jenny,

We spoke a few minutes ago about the above following your request for planning guidance on the potential use of the site.

The site is in two parts – the Assembly Hall at the front and car parking associated with the allotment gardens to the rear. The Assembly Hall is within Use Class D1 and alternative uses within Class D1 – for example clinics, health centres and places of worship would not require planning permission.

In terms of uses outside Class D1, both the Assembly Hall and Car Park are afforded protection for community uses by Policy C3 of the Unitary Development Plan. Proposals for alternative uses will only be permitted where there is no longer a need for the facility, there are other facilities in the local area or the proposal involves a replacement facility in the local area. I understand that the Assembly Hall is only used one hour per week and that there are alternative venues for the existing group to use, and so Policy C3 is likely to be able to be satisfied.

However the car park is in active use and is integral to the allotments. I understand there are no alternative car parking facilities in the local area and the loss of this site will displace car parking onto the adjacent highway network. At this stage it is difficult to see how Policy C3 could be satisfied for this part of the site.

If the car park issue can be resolved and the whole of the site were to be assembled, then the most suitable use would be residential.

I trust you find this helpful and please contact me if you require any further information.

Regards

Ian

Ian Culley  
Section Leader, Education & Enterprise

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**Jenny Dell**

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**From:** Jenny Dell  
**Sent:** 09 April 2014 09:30  
**To:** Harpreet Kaur  
**Subject:** Not protectively Marked: St Jude's Offices & Goldthorn Assembly Hall

Harpreet

We spoke last week in respect of arranging EPCs for the above mentioned property. Please can you confirm if you have already placed instructions?

Many thanks

Jenny Dell  
Estate Surveyor, Delivery

  
Wolverhampton City Council

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**Jenny Dell**

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**From:** Jenny Dell  
**Sent:** 10 April 2014 11:49  
**To:** [REDACTED]  
**Subject:** RE: Protected: Former Goldthorn Assembly Hall, Himley Crescent. Goldthorn

Thanks Phil.  
Jenny

---

**From:** [REDACTED]  
**Sent:** 10 April 2014 11:05  
**To:** Jenny Dell  
**Cc:** [REDACTED]  
**Subject:** RE: Protected: Former Goldthorn Assembly Hall, Himley Crescent. Goldthorn

Hi Jenny  
The church group has been advised, but I think they do have their PA in there. I will continue trying to contact them to get it removed. I will bring the keys this afternoon.

Thanks  
[REDACTED]

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**From:** Jenny Dell [REDACTED]  
**Sent:** 10 April 2014 09:29  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** Protected: Former Goldthorn Assembly Hall, Himley Crescent. Goldthorn

[REDACTED]

I refer to recent emails in respect of the above. As you will appreciate the property was Declared Surplus to Requirements on 8 April 2014 and the responsibility for the building now lies with Asset Management. In view of this is it possible to bring the other set of keys to you when we meet this afternoon? I am assuming the Church group have been advised of this and all of their equipment has now been removed?

I hope the above is of assistance.

Jenny Dell  
Estate Surveyor, Delivery

[REDACTED]

Wolverhampton City Council

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## Jenny Dell

---

**From:** Jenny Dell  
**Sent:** 14 April 2014 11:58  
**To:** David Garner  
**Cc:** Emma Kennerley; Suky Hira  
**Subject:** Protected: Goldthorn Assembly Hall, Himley Crescent, Goldthorn

Hello David

The above mentioned property was Declared Surplus to Requirements on 8 April 2014. The keys for the premises are with the Asset Management Team. Please be aware that the electricity has been switched off from the mains and if it is the intention to use this premises for the Elections you will need to let the appropriate officer who will be working at the premises know (subject to whether you require the storage heaters switched on). The building is usually operated by electric storage heaters and if you require heating on the said day arrangements we will need to be made for this to be switched on the night prior to the Elections. Please let me know if you require the storage heaters switched on by contacting me no later than 9<sup>th</sup> May.

NB

If you do not require the storage heaters switch on the electricity will remain switched off but is located in the main hall on the right hand side as you walk in.

I hope the above is of assistance, however, if you require any further information please do not hesitate to contact me.

Jenny Dell  
Estate Surveyor, Delivery

  
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# DISPOSAL

Jenny Dell

---

**From:** Jenny Dell  
**Sent:** 18 June 2014 09:06  
**To:** David Harris (Property Services)  
**Subject:** FW: Future use of Assembly Hall Himley Crescent Goldthorn Park - Not Protectively Marked

**Importance:** High

FYI

How should I respond to this? As mentioned I have many interest for this property and the adjoining neighbour is also interested for residential use (which I have advised to make their own enquiry).

I welcome your thoughts

Jenny

**From:** Councillor John Rowley  
**Sent:** 17 June 2014 16:24  
**To:** Jenny Dell  
**Cc:** Councillor Judith Rowley; Councillor Harbans Bagri  
**Subject:** Future use of Assembly Hall Himley Crescent Goldthorn Park

Dear Jenny

This e mail is sent on behalf of John Rowley, Judith Rowley and Harbans Bagri, the three councillors for the Blakenhall Ward.

Subject to a financially satisfactory agreement, we would like to express our strong support for the use of the Assembly Hall for the training of adults with learning disabilities in conjunction with the allotment site to the rear of the building, as envisaged by Timken.

As you are aware, off road parking is non existent in this area, but use of the building in conjunction with the allotments would furnish the proposed project with a modicum of parking. Possibly tidying up and 'white lining' of the existing car park would generate a couple more parking spaces..

WE feel this proposal would be a very beneficial project for the individual trainees and for the local community and thus well worthy of support.

Kind regards

John Rowley Judith Rowley Harbans Bagri



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Jenny Dell



Timkin Training Centre  
Upper Villiers Street  
Blakenhall  
Wolverhampton  
WV2 4NP

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Wolverhampton, WV1 1RL  
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CL/JRD/H 90/3  
3 July 2014

Dear Sir

**Former Goldthorn Assembly Hall, adl. 16 Himley Crescent, Wolverhampton, WV4 5DA**

I refer to your recent site visit in respect of the above mentioned property and can confirm that Council is still awaiting title checks before we can dispose of this property.

As you will appreciate the property will be marketed by Informal Tender with a closing date and in view of this I will not be in a position to send out any details until the search has been completed.

I hope the above is of assistance and will of course send out further details in due course.

Yours faithfully



Jenny Dell  
Estates Surveyor  
Estates & Valuation

Jenny Dell

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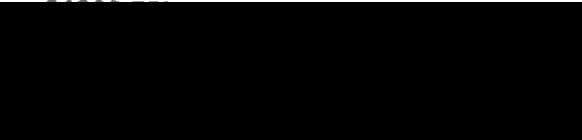
Yours faithfully

Jenny Dell  
Estates Surveyor  
Estates & Valuation

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Direct 01902 556556



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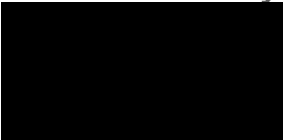
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1.000

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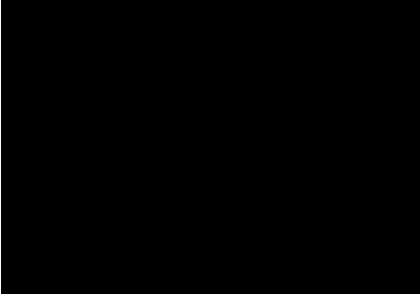
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Jenny Dell



Madam.



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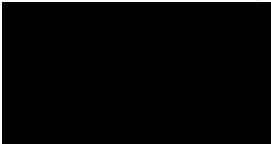
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Ceramic Techniques  
502A Stafford Road  
Oxley  
Wolverhampton  
WV10 6AN

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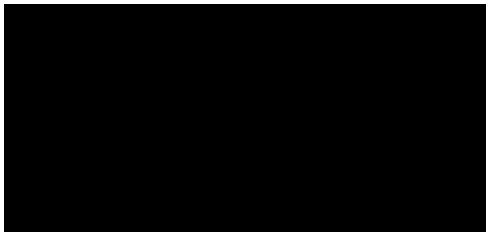
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Jenny Dell  
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## Jenny Dell

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**From:** David Harris (Property Services)  
**Sent:** 18 July 2014 14:30  
**To:** Councillor John Rowley  
**Cc:** Jenny Dell  
**Subject:** RE: Assembly Hall Himley Crescent

Good afternoon Councillor

Jenny has forwarded your enquiry to me on the basis that she will shortly be leaving the Council and conduct of this matter will be transferred to me.

In terms of an update I can report that as part of the due diligence work required to formulate the legal pack prior to tender, a statutory requirement has come to light which requires the Council to obtain Secretary of State approval before we are in a position to dispose of this particular surplus asset. The requisite application has been made but we are still awaiting the necessary approvals required for Legal Services to finalise their legal pack that would go out to prospective bidders as part of any tender exercise.

I have instructed Jenny to maintain an open dialogue with interested parties so that they will all be advised of when they can expect to receive further information in respect of the legal pack and ultimately the tender deadline for offers. I'll endeavour to make sure that these lines of communication remain open following Jenny's departure.

Should you have any further queries please do not hesitate to contact me direct.

Kind regards

David Harris  
Section Leader, Estates & Valuation

[REDACTED]  
[REDACTED]  
Wolverhampton City Council

**From:** Councillor John Rowley  
**Sent:** 18 July 2014 10:12  
**To:** Jenny Dell  
**Subject:** Assembly Hall Himley Crescent

Hi Jenny

Could you advise me if a determination has been achieved on the disposal and future use of the Assembly Hall?

I have received various inquiries.

Thanks

JJR on behalf of Blaakenhall councillors

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Jenny Dell



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Timkin Training Centre  
Upper Villiers Street  
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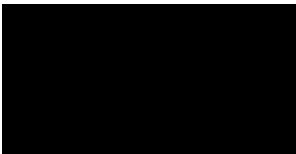
**Former Goldthorn Assembly Hall, adj. 16 Himley Crescent, Wolverhampton, WV4 5DA**

I refer to my letter dated 3 July in respect of the above. I write to advise that the Council is still awaiting title checks in respect of this property and will not be in a position to dispose of the freehold without these checks.

I write to advise that I will be leaving the Council on 31 August and David Harris will be taking over the marketing of this property. If you have any further queries in respect of this matter can I suggest you contact him on [REDACTED] or alternatively, email him on [REDACTED]

I hope the above is of assistance.

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CL/JRD/H 90/3  
13 August 2014

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Ceramic Techniques  
502A Stafford Road  
Oxley  
Wolverhampton  
WV10 6AN

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