



Telford & Wrekin

C O U N C I L

FORWARD PLAN

96th Edition

Published on 14th August 2009

Effective from 1st September 2009

Covering the period

September 2009 to December 2009



DEMOCRATIC
SERVICES

TELFORD & WREKIN COUNCIL
96th EDITION FORWARD PLAN
September 2009 to December 2009

EFFECTIVE FROM 1st September 2009

- **This Plan is a list of the Key Decisions likely to be taken over the coming 4 months. The list is not exhaustive as not all decisions are known that far in advance. The Plan is re-published monthly and the next Plan will be published on 16th September 2009 and effective from 1st October 2009.**
- **The contents of the Plan are subject to change each month. When the Plan is re-published the items identified in each month will be reviewed and depending on circumstances the timescale for some decisions may change. Attached to this Plan is the list of Key Decisions due to be taken in August 2009. Any Key Decisions not taken by the end of August 2009 will automatically be rolled forward into September 2009.**
- **Each key decision in the Plan will be the subject of a written report and that report will be published and available for public inspection 5 working days prior to the decision being taken.**

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This information can also be made available in alternative formats including large print, Braille and audio tape.

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STANDARD ITEMS

The following are Standard Items for decisions relating to each Portfolio/Service which may be taken as and when necessary.

Title	Budget Strategy / Service & Financial Planning Process	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Andrew Eade / Cllr Adrian Lawrence Resources	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Ken Clarke	Head of Finance & Audit
	Telephone No	Email
	01952 383003	ken.clarke@telford.gov.uk

Title	Capital Strategy and Capital Programme Decisions within the agreed Capital Programme	
Exempt	Refer to Specific Reports	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	All Cabinet Members All Portfolios	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Ken Clarke	Head of Finance & Audit
	Telephone No	Email
	01952 383703	ken.clarke@telford.gov.uk

Title	Community Safety / Community Development / Social Inclusion Issues	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Adrian Lawrence Community Services	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As required	
Contact	Name	Designation
	Angie Astley	Head of Customer Services & Business Transformation
	Telephone No	Email
	01952 382400	angie.astley@telford.gov.uk

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Title	Community Strategy / Local Area Agreement (LAA)/Priority Plans	
Exempt	Refer to specific reports	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Andrew Eade Leader	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Richard Partington	Designation Head of Policy, Performance & Partnership
	Telephone No 01952 380131	Email richard.partington@telford.gov.uk

Title	Comprehensive Performance Assessment (CPA) and External Inspection	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Andrew Eade Leader	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Richard Partington	Designation Head of Policy, Performance and Partnership
	Telephone No 01952 380131	Email richard.partington@telford.gov.uk

Title	Consultation Strategy and Activities	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Andrew Eade Leader	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Richard Partington	Designation Head of Policy, Performance and Partnership
	Telephone No 01952 380131	Email richard.partington@telford.gov.uk

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Title	Corporate Property Amendments	
Exempt	Refer to Specific Reports	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Eric Carter Environment & Regeneration	
Decision Maker	Cabinet and/or Head of Asset & Property Management	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name David Sidaway	Designation Head of Asset & Property Management
	Telephone No 01952 384300	Email david.sidaway@telford.gov.uk

Title	Customer Strategy & E-Government	
Exempt	Refer to Specific Reports	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Adrian Lawrence Resources	
Decision Maker	Cabinet / Corporate Director: Community Services	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Angie Astley	Designation Head of Customer Strategy & Business Transformation
	Telephone No 01952 382400	Email angie.astley@telford.gov.uk

Title	Regeneration Strategy for Telford & Wrekin	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Eric Carter Environment & Regeneration	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Sophie Griffiths	Designation Project Lead Officer
	Telephone No 01952 384700	Email mark.donovan@telford.gov.uk

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Title	Financial Monitoring and Financial Updates	
Exempt	No	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Adrian Lawrence Resources/All Portfolios	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Pauline Harris	Designation Corporate Finance Manager
	Telephone No 01952 383701	Email pauline.harris@telford.gov.uk

Title	Improved Customer Service – Transforming the Business to Deliver the Vision	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Adrian Lawrence Resources	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Angie Astley	Designation Head of Customer Strategy & Business Transformation
	Telephone No 01952 382900	Email angie.astley@telford.gov.uk

Title	Local Development Framework	
Exempt	Refer to specific reports	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Steve Bentley Environment & Regeneration	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Matthew Wedderburn	Designation Principal Planning Officer (Policy Information)
	Telephone No 01952 384246	Email matthew.wedderburn@telford.gov.uk

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Title	Overview of Service and Financial Outturns	
Exempt	No	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Adrian Lawrence Resources/All Portfolios	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Pauline Harris John Power	Corporate Finance Manager Corporate Performance Manager
	Telephone No	Email
	01952 383701 01952 380134	pauline.harris@telford.gov.uk hilary.knight@telford.gov.uk

Title	Performance Management, Value-for-Money and Best Value	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Andrew Eade Leader	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Richard Partington	Head of Policy, Performance and Partnership
	Telephone No	Email
	01952 380131	richard.partington@telford.gov.uk

Title	Property Investment Portfolio	
Exempt	Yes	If yes please state Paragraph Number(s) under which item is exempt:
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Lead Cabinet Member and Portfolio Area	Cllr Eric Carter Environment & Regeneration	
Decision Maker	Cabinet/Head of Asset & Property Management	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	David Sidaway	Head of Asset & Property Management
	Telephone No	Email
	01952 384300	david.sidaway@telford.gov.uk

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Title	School Organisation/Capital Financing	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Stephen Burrell Children & Young People	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Clive Jones	Designation Head of Policy, Resources & Social Regeneration
	Telephone No 01952 380900	Email clive.jones@telford.gov.uk

Title	Scrutiny Leadership Board Reports	
Exempt	Please refer to individual reports	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Please refer to individual reports	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Ken Clarke	Designation Head of Finance & Audit.
	Telephone No 01952 383100	Email ken.clarke@telford.gov.uk

Title	Sutton Hill Regeneration	
Exempt	Please refer to individual reports	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr E.J.Carter Environment & Regeneration	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Katherine Kynaston	Designation Head of I.H.P.
	Telephone No 01952 384021	Email katherine.kynaston@telford.gov.uk

Title	Telford & Wrekin Partnership / Partnership Bid Applications and Projects	
Exempt	Refer to Specific Reports	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	All Cabinet Members All Portfolios	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Please refer to individual reports	Designation Not applicable
	Telephone No Not applicable	Email Not applicable

Title	Telford Railfreight Terminal	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Steve Bentley Environment & Regeneration	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Graham Fairhurst Telephone No 01952 384590	Designation Special Projects Manager Email graham.fairhurst@telford.gov.uk

Title	Telford Town Centre	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Eric Carter Environment & Regeneration	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name David Sidaway Telephone No 01952 384300	Designation Head of Asset & Property Management Email david.sidaway@telford.gov.uk

Title	Woodside Regeneration	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Eric Carter Environment & Regeneration	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Will Schofield Telephone No 01952 384700	Designation Strategic Regeneration Officer Email mark.donovan@telford.gov.uk

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SEPTEMBER 2009

Title	Draft Telford and Wrekin Economic Strategy (2010-2026)	
Exempt (ie Not for Publication)	NO	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member and Portfolio Area	Councillor Eric Carter Environment & Regeneration	
Why this is a Key Decision	The Borough Economic Strategy sets key priorities for the economic development and regeneration of the Borough up to 2026. The report seeks Council endorsement to these priorities prior to seeking wider partner endorsement	
Purpose	To seek Cabinet endorsement of a draft Borough Economic Strategy, prior to the launch of the Strategy at the State of the Borough Conference in October 2009.	
Recommendation	Cabinet is recommended to endorse the draft Telford and Wrekin Economic Strategy (2010-2026)	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	15 th September 2009	
Proposed Consultation	Telford and Wrekin Partnership (June 2009); Telford Economic Development partnership (May 2009); other agencies and business networks	
Contact	Name Peter Smith	Designation Head of Economic Devt and Housing
	Telephone No 01952 384700	Email peter.smith@telford.gov.uk

Title	Environmental Service Review	
Exempt (ie Not for Publication)	NO	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member and Portfolio Area	Councillor Stephen Bentley Environment & Regeneration	
Why this is a Key Decision	Borough wide implications and of significant public interest	
Purpose	To share the recommendations made as part of the Environmental Service Review, which is one of a number of fundamental service reviews that will be carried out across the Authority and are intended to identify the potential for significant cost savings, whilst maintaining or improving upon current customer service levels	
Recommendation	That the recommendations are approved and the Authority moves towards implementation	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	29th September 2009	
Proposed Consultation		
Contact	Name Angie Astley	Designation Head of Customer Strategy & Business Transformation
	Telephone No 01952 382007	Email Angie.astley@telford.gov.uk

Title	Facilities Management Review	
Exempt (ie Not for Publication)	NO	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member and Portfolio Area	Cllr Stephen Burrell Children & Young People	
Why this is a Key Decision	There is an opportunity as a longer term solution to share services with another authority and support the government's "Shared Services" agenda. Operating in a different way to that which is provided currently.	
Purpose	To share the recommendations made as part of the Facilities Management Review. This one of a number of Fundamental Service Reviews that will be carried out across the Authority and are intended to identify the potential for significant cost savings, whilst maintaining or improving upon current customer service levels	
Recommendation	That the recommendations are approved and the Authority moves towards implementation	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	29 th September 2009	
Proposed Consultation		
Contact	Name Angie Astley Telephone No 01952 382007	Designation Head of Customer Strategy & Business Transformation Email angie.astley@telford.gov.uk

Title	Housing & Regeneration Local Investment Plan	
Exempt (ie Not for Publication)	NO	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member and Portfolio Area	Cllr Eric Carter Environment & Regeneration	
Why this is a Key Decision	The Investment Plan will set out priorities for investment in housing and housing led regeneration for the next 3 years, across the whole Borough.	
Purpose	To seek approval for the Housing & Regeneration Local Investment Plan being prepared by the Housing & Regeneration Partnership with the Homes & Communities Agency. The Plan will set out investment and proposed use of assets by both partners to support housing delivery and address issues of homelessness and housing led regeneration, over the next 3 years.	
Recommendation	Adoption of the Local Investment Plan	
Decision Maker	Cabinet.	
Target Cabinet/Date of Decision	29 th September 2009	
Proposed Consultation	Investment Plan priorities are drawn from the Housing Priority Plan which has been subject to consultation. Discussions are ongoing with development and investment partners.	
Contact	Name Katherine Kynaston Telephone No 01952 384021	Designation Head of IHP Email Katherine.kynaston@telford.gov.uk

Title	Improving the Kerbside Recycling Service	
Exempt (ie Not for Publication)	YES	Paragraph Number 3, Section 12A LGA 1972
Lead Cabinet Member and Portfolio Area	Cllr Stephen Bentley Environment & Regeneration	
Why this is a Key Decision	A key change in the delivery of a service that affects all wards	
Purpose	To seek approval to amend the recycling services in line with the proposals contained within this report.	
Recommendation	That the changes to the kerbside recycling services be approved	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	15 th September 2009	
Proposed Consultation	None proposed	
Contact	Name Sally Hall Telephone No 01952 384202	Designation Interim Business Manager DP&S Email sally.hall@telford.gov.uk

Title	Re-provision of Services for Looked after Children	
Exempt (ie Not for Publication)	YES	Paragraph Number 3, Section 12A LGA 1972
Lead Cabinet Member and Portfolio Area	Cllr Stephen Burrell Children & Young People	
Why this is a Key Decision	Significant financial impact	
Purpose	To present the updated placement strategy, as part of re-provision plans for services for children in care	
Recommendation	That agreement is given to the recommendations contained within the updated placement strategy	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	15 th September 2009	
Proposed Consultation	Staff and trade unions	
Contact	Name Laura Johnston Telephone No 01952 385001	Designation Head of Locality Services Email Laura.johnston@telford.gov.uk

OCTOBER 2009

Title	Affordable Housing Small Sites Programme	
Exempt (ie Not for Publication)	No	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member and Portfolio Area	Cllr Eric Carter Environment & Regeneration	
Why this is a Key Decision	Involves investment of land and resources and provision of sites for affordable housing across the whole Borough	
Purpose	To seek approval to progress the delivery of a programme of small sites for affordable housing in partnership with the Homes & Communities Agency.	
Recommendation	Various – likely to include approval to appoint a delivery partner, inclusion of sites or process for approving inclusion, phasing and investment	
Decision Maker	Cabinet.	
Target Cabinet/Date of Decision	13 th October 2009	
Proposed Consultation	TWC sites will require planning permission and consultation will be undertaken as part of the statutory process. Parish and Ward members will be involved in the development of the programme.	
Contact	Name Katherine Kynaston Telephone No 01952 384021	Designation Head of IHP Email Katherine.kynaston@telford.gov.uk

Title	Benefits Fraud Sanction Policy	
Exempt (ie Not for Publication)	No	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member and Portfolio Area	Cllr Adrian Lawrence Resources	
Why this is a Key Decision	To ensure that this Authority takes appropriate action in cases of suspected benefit fraud to punish offenders in line with Audit Commission guidelines and Key Lines of Enquiry (KLOE), including the appropriateness of taking prosecution action against the most serious cases.	
Purpose	To set out the Authority's criteria for the authorising of sanctions against benefit fraudsters, and to demonstrate to the residents of Telford & Wrekin that this Authority takes benefit fraud seriously, and will not tolerate such behaviour.	
Recommendation	That the revised guidelines for determining the most appropriate sanction to apply in the case of proven benefit fraud are approved; That the revised delegated authority to authorise sanction action is approved	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	27 th October 2009	
Proposed Consultation	Department for Work and Pensions - Fraud Investigation Service; BTW Legal Services; BTW Internal Audit; Citizens Advice Bureau; Telford Magistrates; Benefit Investigation Team; Benefit Control Team	
Contact	Name Lee Higgins Telephone No 01952 383835	Designation Benefit Manager Email Lee.higgins@telford.gov.uk

Title	Community Strategy for Telford & Wrekin	
Exempt (ie Not for Publication)	NO	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member and Portfolio Area	Cllr Andrew Eade Policy Performance & Partnerships	
Why this is a Key Decision	The Community Strategy is an overarching strategy that covers all wards of the Borough	
Purpose	The Community Strategy has been refreshed to reflect revised Community Priorities (as per Priority Plans), new Local Area Agreement (2008-11) and refreshed Vision 2026	
Recommendation	To endorse the refreshed Community Strategy for Telford & Wrekin	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	13 th October 2009	
Proposed Consultation	Significant public and partner consultation has taken place in the development of the Priority Plans, Vision 2026 and Local Area Agreement round 2. Communication and consultation will be ongoing with LSP partners and the community.	
Contact	Name Tim Moore Telephone No 01952 380140	Designation Partnership & Performance Officer Email Tim.moore@telford.gov.uk

Title	Future Delivery Of Economic Development and Regeneration Services	
Exempt (i.e not for publication)	YES	Paragraph 3 of Schedule 12A of the Local Government Act 1972
Lead Cabinet Member and Portfolio Area	Councillor Eric Carter Environment & Regeneration	
Purpose	To consider a detailed legal and financial analysis of the implications of revised delivery arrangements for economic development and regeneration services following a Cabinet approval in principle of those proposals on 21 st July 2009, and to agree the implementation of those proposals	
Recommendation	To approve revised arrangements for the delivery of economic development and regeneration services in the Borough	
Why this is a Key Decision	Significant financial impact	
Decision Maker (if officer specify whom)	Cabinet/ Full Council	
Target Cabinet / Date of Decision	13 th October 2009	
Proposed Consultation	Legal Services, Resources, HR, external legal advice	
Contact	Name Peter Smith Telephone No: 01952 384700	Designation Head of Economic Development Email: Peter.smith@telford.gov.uk

Title	Planning of School Places – Co-location of Three Oaks and Stirchley Primary Schools to form a new Primary School at Stirchley District Centre	
Exempt (ie Not for Publication)	NO	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member and Portfolio Area	Cllr Stephen Burrell Children & Young People	
Why this is a Key Decision	Decisions are likely to incur expenditure greater than £500k and will impact on people in more than one ward within the Borough	
Purpose	To report on the consultation process regarding proposals to co-locate Three Oaks Primary and Stirchley Primary to form a new primary school at Lord Silkin Learning Community, as part of wider proposals for Campus Telford & Wrekin	
Recommendation	To approve a request for permission to consult on these proposals	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	27th October 2009	
Proposed Consultation	Wider community, Members and any other interested parties	
Contact	Name	Designation
	Mal Yale	Capital & Facilities Manager
	Telephone No	Email
	01952 380931	Mal.yale@telford.gov.uk

Title	Regional Spatial Strategy Phase 3 Consultation	
Exempt (ie Not for Publication)	NO	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member and Portfolio Area	Cllr Stephen Bentley Environment & Regeneration	
Why this is a Key Decision	Significant public interest	
Purpose	To agree officer comments already submitted, due to the consultation timescale over the summer months, on the consultation for the RSS Phase 3; in particular to gain agreement to the approach to the topic areas of Critical Rural Services, Gypsies and Travellers, Culture, Sport & Tourism, Quality of Environment and Minerals	
Recommendation	To agree officer comments previously submitted to West Midlands Regional Assembly	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	27th October 2009	
Proposed Consultation	Portfolios and Members were contacted and invited to the RSS consultation event; Development Plan Steering Group	
Contact	Name	Designation
	Mark Edwards	Business Manager DPS
	Telephone No	Email
	01952 384260	Mark.edwards@telford.gov.uk

Title	Waste Strategy Review 2009	
Exempt (ie Not for Publication)	NO	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member and Portfolio Area	Cllr Stephen Bentley Environment & Regeneration	
Why this is a Key Decision	This is a Council Strategy and covers the whole Borough. It therefore has an impact on all wards. It provides the platform from which future investment in waste services will be made.	
Purpose	The current Waste Management Strategy 2005 – 2021, adopted by members in 2005/06 is scheduled for its first review in 2008/09. Work is currently being undertaken in this respect and the purpose of this report is to provide an update on delivery of the strategy to date, consider new regional/national policy in the context of service delivery, consider ongoing targets and propose new actions. Overall the report will seek approval for the adoption of a refreshed Strategy document.	
Recommendation	Adoption of the revised Strategy	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	13 th October 2009	
Proposed Consultation	Full public consultation	
Contact	Name	Designation
	Sally Sheward	Waste Management Team Leader
	Telephone No	Email
	01952 384211	sally.sheward@telford.gov.uk

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AUGUST 2009
No Specific Reports