

## CABINET

Decision Notices and Minutes of a meeting of the Cabinet held on Tuesday, 24th November, 2009 at 5.00 p.m. at the Civic Offices, Telford

PUBLISHED ON MONDAY, 30<sup>th</sup> NOVEMBER, 2009

(DEADLINE FOR CALL-IN THURSDAY, 3<sup>rd</sup> DECEMBER, 2009)

**PRESENT:** Councillors A.J. Eade (Leader and Chairman), S. Bentley, E.J. Carter, M.B. Hosken, S.M. Kelly, A. Lawrence and J.M. Seymour

**ALSO PRESENT:** Councillors R.K. Austin, G.M. Green and V.Tonks (Opposition Group Leaders)

### **CB-104                    MINUTES**

**RESOLVED** – that the minutes of the meeting of the Cabinet held on 10<sup>th</sup> November, 2009 be confirmed and signed by the Chairman.

### **CB-105                    APOLOGIES FOR ABSENCE**

Councillor S.P. Burrell

### **CB-106                    DECLARATIONS OF INTEREST**

None

### **CB-107                    REVIEW OF THE HOUSING ALLOCATIONS POLICY**

**Key decision** identified as **Review of the Council's Housing Allocations Scheme** in the Forward Plan published on 15<sup>th</sup> October 2009.

Councillor J.M Seymour, Cabinet Member for Adult & Consumer Protection, presented the report of the Head of Operations (Housing, Public Protection, Substance Misuse, Mental Health & Social Inclusion), which sought approval to the governance and project management arrangements, including timeframe, for reviewing the Council's Housing Allocations (Policy) Scheme

It was pointed out that, although the Council was a stock transfer authority, it remained a Local Housing Authority with a range of related duties and powers.

One of those duties involved having in place an approved and published housing allocations scheme for the Borough. Whilst there was an approved scheme in place it had not been reviewed since the phased introduction of choice based lettings nearly three years ago.

As a consequence, the existing housing allocations scheme was no longer 'fit for purpose'. Initial work had commenced to establish a project structure,

project plan, governance and reporting arrangements to enable a comprehensive review to be carried out.

The review had regard to housing needs of the Borough, the Council's current allocations scheme, the 'Choose Your Home' scheme administered by WHT, government guidance and best practice, and the views of stakeholders including service users and the public at large.

It was intended to have a new housing allocations policy for the Borough in place and fully operational by April 2010.

Members supported the report and hoped that local Parish Council initiatives of a similar nature could be also acknowledged with the scheme.

**RESOLVED – that the approach recommended for review of the housing allocations scheme be endorsed, the proposed governance arrangements be approved, and the proposed project management arrangements be noted.**

**CB-108      ADDING HOUSEHOLD BATTERIES AND LOW ENERGY LIGHT BULBS TO THE EXISTING KERBSIDE SERVICE**

**Key decision** identified as **Adding Household Batteries and Low Energy Light Bulbs to the Existing Kerbside Service** in the Forward Plan published on 15<sup>th</sup> October 2009.

Councillor S. Bentley, Cabinet Member for Environment, presented the report of the Head of Planning & Transport, which sought approval to add household batteries and low energy light bulbs to the existing kerbside recycling service.

Members were informed that the Waste Batteries and Accumulators Regulations 2009 came into force on 5<sup>th</sup> May 2009, with Section 4, portable batteries, taking effect from 1<sup>st</sup> February 2010. Manufacturers and importers of batteries would have to demonstrate that they were recycling a proportion of the amount of new batteries that they placed on the market each year. They would be able to meet their responsibilities by recycling themselves or funding compliance schemes operated by third parties that carried out the recycling on their behalf.

Consequently, the costs of recycling a proportion of household batteries would be absorbed by the manufacturers and importers of household batteries (as was the current case for low energy light bulbs). It was proposed that household batteries and low energy light bulbs should be added to the existing dry recyclable kerbside collection. Trials had confirmed that such kerbside collections were likely to generate the highest level of public participation.

Household batteries and low energy light bulbs would be gathered in separate bags labelled with the WRAP symbols by the householder and then placed into their existing red box for recycling. The batteries and light bulbs would

then be taken to the current bulking station by TWS along with the existing materials for recycling, using separate receptacles on the vehicles and transferred daily to the Halesfield recycling centre for storage until collection by the current reprocessor.

It was estimated that the Council would collect around 536,000 batteries per year from the kerbside which was equivalent to approximately 13.4 tonnes per year. As no trials had taken place for low energy light bulbs a tonnage calculation is not currently possible. It was proposed that changes take effect from March 2010 when the Government regulations were in force and kerbside vehicles were being replaced.

Reference was made to the debate at a recent Council meeting in June (minute 37) at which members supported the proposals.

**RESOLVED – that the addition of household batteries and low energy light bulbs to the existing kerbside recycling service be approved.**

**CB-109      STRENGTHENING THE RELATIONSHIP BETWEEN  
TELFORD & WREKIN COUNCIL AND TOWN & PARISH  
COUNCILS**

**Non Key decision**

Councillor S.M. Kelly, Cabinet Member for Policy, Performance & Partnership, presented the report of the Head of Policy, Performance & Partnership, which sought approval for the recommendations made to support the Parish Charter and strengthen the relationship between Telford & Wrekin Council and the Town and Parish Councils.

Following on from the adoption of the Parish Charter by both Telford & Wrekin Council and the Town and Parish Councils it had been recognised that several processes needed to be put in place to make sure the Charter was implemented, understood and adhered to.

The report outlined how the Council would hold itself to account through training and monitoring and performance managing. It also covered how Telford & Wrekin Council would strengthen its relationship with Town and Parish Councils through the Parish Forum, Locality Management and by improving communication.

The report finally looked at how Town and Parish Councils could be enabled to become more active through support of the Wrekin Area Committee, being able to speak at Plans Board and through working with Telford & Wrekin Council to jointly promote the contribution to Quality of Life.

It was suggested that the detail of the revised arrangements may be best discussed and analysed by the Parish Charter Monitoring Group.

**RESOLVED –**

- (a) That the arrangements for strengthening the relationship between Telford and Wrekin Council and the Town and Parish Councils be supported, in particular by raising awareness of the Charter amongst staff within Telford and Wrekin and amongst Town and Parish Councils.
- (b) That the Parish Charter be monitored through the Charter Review Group and Parishes Forum, along with an annual survey of Town and Parish Chairs and Clerks.
- (c) That the proposals to facilitate Town and Parish Councils to become more active be implemented, including consideration being given to revising the Council Constitution to enable Town and Parish Councils to speak at the Plans Board.

**CB- 110      EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED** - that the press and public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

**CB-111      FINANCIAL MANAGEMENT SYSTEM PROCUREMENT**

**Key Decision** identified as **Capital Strategy and Capital Programme Decisions within the agreed Capital Programme** in the Forward Plan published on 15th October 2009.

Councillor A. Lawrence, Cabinet Member for Resources, presented the report of the Corporate Director: Resources which outlined proposals to grant delegated authority to the Head of Finance & Audit to award the contract for the replacement Financial Management System, after consultation with the Cabinet Member: Resources

The existing Financial Management System (OLAS) had been in place since 1994. The Council and the environment in which it operated had changed considerably since then and a project was underway to procure a replacement system which would meet the current and future financial management needs for the authority.

The project was in two phases: procurement and implementation. Officers were currently nearing the end of the procurement phase and it was anticipated that a preferred supplier would be selected in December.

A new system would support the restructuring of the finance function and its services as part of the overall organisational changes for the Council, which in turn would deliver savings and improved access to management information.

Delegated authority was requested for the Head of Finance & Audit to award the contract, following the EU tendering process after consultation with the Cabinet Member for Resources. That would ensure that there was no delay moving into the implementation phase and discussions could commence with the preferred supplier as soon as possible, as it was vital that the new system was in place for the start of the 2011/12 financial year.

**RESOLVED – that, delegated authority be granted to the Head of Finance & Audit to award the contract for the replacement Financial Management System, following the EU tendering process, after consultation with the Cabinet Member for Resources, and subject to ensuring adequate funding was in place.**

The meeting ended at 5.16 p.m.

**Signed for the purposes of the Decision Notices**

**Jonathan Eatough  
Head of Legal Services  
Date: 30<sup>th</sup> November 2009**

**Signed: .....**

**Date: .....**