



Telford & Wrekin

C O U N C I L

FORWARD PLAN

104th Edition

Published on 15th April 2010

Effective from 1st May 2010

Covering the period

May 2010 to August 2010



**DEMOCRATIC
SERVICES**

TELFORD & WREKIN COUNCIL
104th EDITION FORWARD PLAN
May 2010 to August 2010

EFFECTIVE FROM 1st May 2010

- 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 14th May 2010 and effective from 1st June 2010.
- 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 March 2010. Any Key Decisions not taken by the end of April 2010 will automatically be rolled forward into May 2010.
- 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 Council Priority Area	Cllr Andrew Eade / Cllr S Kelly Efficient, Community Focused Council	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Ken Clarke	Head of Finance
	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 Council Priority Area	All Cabinet Members	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Ken Clarke	Head of Finance
	Telephone No	Email
	01952 383703	ken.clarke@telford.gov.uk

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 Council Priority Area	Cllr Sean Kelly Efficient, Community Focused Council	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Richard Partington	Assistant Chief Executive
	Telephone No	Email
	01952 380131	richard.partington@telford.gov.uk

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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 Council Priority Area	Cllr Sean Kelly Efficient, Community Focused Council	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Richard Partington	Assistant Chief Executive
	Telephone No	Email
	01952 380131	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 Council Priority Area	Cllr Sean Kelly Efficient, Community Focused Council	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Richard Partington	Assistant Chief Executive
	Telephone No	Email
	01952 380131	richard.partington@telford.gov.uk

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 Council Priority Area	Cllr Eric Carter Housing, Regeneration & Prosperity	
Decision Maker	Cabinet and/or Head of Property & Design	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	David Sidaway	Head of Property & Design
	Telephone No	Email
	01952 384300	david.sidaway@telford.gov.uk

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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 Council Priority Area	Cllr Sean Kelly Efficient, Community Focused Council	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Angie Astley	Head of Customer & Leisure Services
	Telephone No	Email
	01952 382400	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 Council Priority Area	Cllr Eric Carter Housing, Regeneration & Prosperity	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Sophie Griffiths	Project Lead Officer
	Telephone No	Email
	01952 384700	Sophie.griffiths@telford.gov.uk

Title	Financial Monitoring and Financial Updates	
Exempt	No	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Council Priority Area	Cllr Sean Kelly Efficient, Community Focused Council	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Pauline Harris	Corporate Finance Manager
	Telephone No	Email
	01952 383701	pauline.harris@telford.gov.uk

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Title	Housing Investment Plan	
Exempt	No	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Council Priority Area	Cllr E Carter Housing, Regeneration & Prosperity	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Katherine Kynaston	Strategic Housing Manager
	Telephone No	Email
	01952 384021	katherine.kynaston@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 Council Priority Area	Cllr Sean Kelly Efficient, Community Focused Council	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Angie Astley	Head of Customer & Leisure Services
	Telephone No	Email
	01952 382900	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 Council Priority Area	Cllr Adrian Lawrence Environment & Rural Area	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Matthew Wedderburn	Principal Planning Officer (Policy Information)
	Telephone No	Email
	01952 384246	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 Council Priority Area	Cllr Sean Kelly Efficient, Community Focused Council	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Pauline Harris Jon Power Telephone No 01952 383701 01952 380134	Designation Corporate Finance Manager Corporate Performance Manager Email pauline.harris@telford.gov.uk jonathan.power@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 Council Priority Area	Cllr Sean Kelly Efficient, Community Focused Council	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Richard Partington Telephone No 01952 380131	Designation Assistant Chief Executive Email richard.partington@telford.gov.uk

Title	Property Investment Portfolio	
Exempt	Yes	If yes please state Paragraph Number(s) under which item is exempt: 3
Lead Cabinet Member and Council Priority Area	Cllr Sean Kelly Efficient, Community Focused Council	
Decision Maker	Cabinet/Head of Property & Design	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name David Sidaway Telephone No 01952 384300	Designation Head of Property & Design Email david.sidaway@telford.gov.uk

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Title	School Organisation/Capital Financing/Borough Towns Initiative/ Building Schools for the Future	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Council Priority Area	Cllr Stephen Burrell Children & Young People	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Clive Jones	Head of Regeneration & Housing
	Telephone No	Email
	01952 380900	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 Council Priority Area	Please refer to individual reports	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Jonathan Eatough	Head of Governance
	Telephone No	Email
	01952 383100	jonathan.eatough@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 Council Priority Area	Cllr E.J.Carter Housing, Regeneration & Prosperity	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Katherine Kynaston	Strategic Housing Manager
	Telephone No	Email
	01952 384021	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 Council Priority Area	All Cabinet Members	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Please refer to individual reports	Not applicable
	Telephone No	Email
	Not applicable	Not applicable

Title	Telford Railfreight Terminal	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Council Priority Area	Cllr Adrian Lawrence Environment & Rural Area	
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 Council Priority Area	Cllr Eric Carter Housing, Regeneration & Prosperity	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name David Sidaway Telephone No 01952 384300	Designation Head of Property & Design Email david.sidaway@telford.gov.uk

Title	Telford Town Park “Parks for People” project	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Council Priority Area	Cllr Steve Bentley Active Lifestyles – Leisure & Culture	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name David Ottley Telephone No 01952 382328	Designation Landscape & Recreation Manager Email david.ottley@telford.gov.uk

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

MAY 2010

Title	Telford & Wrekin Council Housing Allocation Policy	
Exempt (ie Not for Publication)	NO Delete as appropriate	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member	Cllr Jacqui Seymour, Lead Cabinet Member for Adult Care and Support	
Why this is a Key Decision	The launch of a revised housing allocation scheme (policy) for the Borough will ensure that we meet our legislative requirements under the Housing Act 1996 and also the requirements set out in the Fair and Flexible statutory guidance on social housing allocations for local authorities in England published in December 2009.	
Purpose	The new allocation policy will set out the Council's approach to making best use of housing stock in the Borough to tackle housing need and promote mixed and balanced communities. The policy will set out how the Council will support people to access the full range of housing available in the Borough, working with providers of social, private and supported accommodation to ensure the best housing outcome for people based upon their individual needs and aspirations.	
Recommendation	That the progress and key issues be noted and the draft Telford & Wrekin Council Housing Allocation Policy be approved for the purposes of consultation	
Decision Maker	Cabinet	
Target Cabinet/	11 th May 2010	
Proposed Consultation	Consultation has already taken place through the Citizens Panel and a range of workshops with Members, staff and partners to inform the priorities within the policy, and a further consultation workshop with key staff, partners and Members is planned for 27 th April, followed by a wider 4 week consultation period for all interested parties	
Contact	Name	Designation
	Kathy Jones	Housing & Personalisation Commissioner
	Telephone No	Email
	381941	kathy.jones@telford.gov.uk

Title	Housing Strategy for Telford & Wrekin	
Exempt (ie Not for Publication)	NO Delete as appropriate	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Members	Cllr Jacqui Seymour, Lead Cabinet Member for Adult Care and Support Cllr Eric Carter lead Cabinet Member for Hosing Regeneration & Prosperity	
Why this is a Key Decision	The Strategy will affect all Wards in the Borough	
Purpose	To present the Council's new draft Housing Strategy for approval prior to a period of formal engagement with stakeholders. Following the consultation, a final Strategy will be prepared for agreement by Cabinet.	
Recommendation	That the Cabinet is recommended to approve the draft Housing Strategy as the basis for engagement with stakeholders	
Decision Maker	Cabinet	
Target Cabinet/	11 th May 2010	
Proposed Consultation	Consultation will be undertaken with all stakeholders	
Contact	Name	Designation
	Clive Jones	Head of Regeneration & Housing
	Telephone No	Email
	380900	clive.jones@telford.gov.uk

Title	Developing Football Within the Community: Joint Developments with AFC Telford United	
Exempt (ie Not for Publication)	NO * Delete as appropriate	Paragraph Number(s)
Lead Cabinet Member	Cllr Stephen Bentley	
Why this is a Key Decision	Decisions which have a significant financial impact of more than £500,000	
Purpose	To approve the granting of a lease of land in the ownership of the council to AFC Telford United and to approve the resulting community benefits.	
Recommendation	To agree through a lease arrangement the transfer of land in the ownership of the council to AFC Telford United. To approve the required Community Benefits arising from the transfer. To give authority to the Head of Leisure and Customer Services to enter into all necessary legal documentation to transfer the land to AFC Telford United as per the agreed option and conditions and following endorsement of the Head of Governance.	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	11 May 2010	
Proposed Consultation	-	
Contact	Name Stuart Davidson	Designation Leisure Services Business Manager
	Telephone No 82601	Email stuart.davidson@telford.gov.uk

JUNE 2010

Title	Environmental Policy	
Exempt (ie Not for Publication)	NO * Delete as appropriate	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member	Cllr Adrian Lawrence	
Why this is a Key Decision	Borough wide implications	
Purpose	To seek approval of the revised Environmental Policy which will provide a framework within which Officers will be expected to make best efforts to operate.	
Recommendation	To approve the revised Environmental Policy	
Decision Maker (if officer specify whom)	Cabinet	
Target Cabinet	8 th June 2010	
Proposed Consultation	Internal	
Contact	Name Harjot Rayet	Designation Environmental Policy Officer
	Telephone No Ext 84219	Email harjot.rayet@telford.gov.uk

Title	Telford & Wrekin Council Housing Allocation Policy	
Exempt (ie Not for Publication)	NO Delete as appropriate	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member	Cllr Jacqui Seymour, Lead Cabinet Member for Adult Care and Support	
Why this is a Key Decision	The launch of a revised housing allocation scheme for the Borough will ensure that we meet our legislative requirements under the Housing Act 1996 and also the requirements set out in the Fair and Flexible statutory guidance on social housing allocations for local authorities in England published in December 2009.	
Purpose	<p>The new allocation policy will set out the Council's approach to making best use of housing stock in the Borough to tackle housing need and promote mixed and balanced communities. The policy will set out how the Council will support people to access the full range of housing available in the Borough, working with providers of social, private and supported accommodation to ensure the best housing outcome for people based upon their individual needs and aspirations.</p> <p>This report will seek approval of the new Telford & Wrekin Housing Allocation Scheme to be launched in July 2010</p>	
Recommendation	That the Telford & Wrekin Council Housing Allocation Scheme be endorsed and adopted	
Decision Maker	Cabinet	
Target Cabinet	22 June 2010	
Proposed Consultation	Initial consultation was undertaken through the Citizens Panel and a range of workshops with Members, staff and partners to inform the priorities within the scheme. Further consultation on the draft allocation scheme was undertaken by way of a workshop with key staff, partners and Members followed by a wider 4 week consultation period for all interested parties	
Contact	Name Kathy Jones Telephone No 381941	Designation Housing & Personalisation Commissioner Email kathy.jones@telford.gov.uk

JULY 2010

No Specific Reports

AUGUST 2010

No Specific Reports

APRIL 2010

Title	Newport High St BTI Scheme	
Exempt (ie Not for Publication)	YES	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member and Portfolio Area	Cllr Eric Carter – Cabinet Member for Regeneration, Housing & Economic Prosperity	
Why this is a Key Decision	Award of a contract over £500k	
Purpose	To approve the final scheme design for Newport High St and to award a contract following tender stage.	
Recommendation	To approve the final scheme designs for Newport High St BTI scheme and to award a contract to the successful tenderer to undertake the works	
Decision Maker (if officer specify whom)	Cabinet	
Target Cabinet/Date of Decision	27 April 2010	
Proposed Consultation	Consultation on scheme designs already complete.	
Contact	Name Stuart Freeman	Designation Service Delivery Manager – Traffic & Transportation
	Telephone No 84601	Email Stuart.Freeman@telford.gov.uk

Title	Post 16 Travel	
Exempt (ie Not for Publication)	YES * Delete as appropriate	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member and Portfolio Area	Cllr Adrian Lawrence	
Why this is a Key Decision	Borough wide implications and in the public interest	
Purpose	As part of the Transport Change Programme, This Business Case presents options for a change in delivery of the Post 16 travel provision.	
Recommendation	Recommendations are approved	
Decision Maker (if officer specify whom)		
Target Cabinet/Date of Decision	27 th April 2010	
Proposed Consultation		
Contact	Name Sarah Bass	Designation Lean Transformation Project Officer
	Telephone No 01952 382470	Email sarah.bass@telford.gov.uk

Title	Shelton Modernisation and the development of the Mental Health Strategy	
Exempt (ie Not for Publication)	YES / Delete as appropriate	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member	Cllr Jacqui Seymour, Adult Care and Support	
Why this is a Key Decision	Contract value and affects more than one ward of the Council	
Purpose	To advise Cabinet of developments in the Shelton modernisation programme and mental health strategy development: <ul style="list-style-type: none"> • South Staffordshire and Shropshire NHS Foundation Trust (SSSFT) proposals for the new in-patient unit and community services • Scrutiny by commissioners of the proposals • Likely commissioning intentions for in-patient beds and community services • Development of the mental health strategy in line with New Horizons • Commissioning intentions to ensure progress to the proposed in-patient beds and community arrangements to support them 	
Recommendation	It is recommended that Cabinet: <ul style="list-style-type: none"> • Supports the developments to date • Considers the impact on Council services on in-patient bed reductions and enhanced community 	
Decision Maker	Cabinet	
Target Cabinet	27 April 2010	
Proposed Consultation		
Contact	Name Karen Kalinowski Michael Bennett	Designation Head of Adult Social Care Commissioning Lead Joint Commissioner – Mental Health
	Telephone No 01952 381011 01952 388886	Email karen.kalinowski@telford.gov.uk michael.bennett@telfordpct.nhs.uk

Title	Plan to Declare Local Nature Reserve's in the Borough	
Exempt (ie Not for Publication)	NO * Delete as appropriate	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member	Cllr Adrian Lawrence	
Why this is a Key Decision	The proposed Local Nature Reserves (LNR's) are in more than one ward	
Purpose	To set out a plan for the declaration of five LNR's in the Borough	
Recommendation	To give delegated authority to the Head of Planning & Transport and Cabinet Lead for the Environment & Rural Area to agree the plan of proposed LNR's and the order in which they are formerly declared	
Decision Maker (if officer specify whom)	See above delegated authority being sought	
Target Cabinet	27 th April 2010	
Proposed Consultation	Shropshire Wildlife Trust will be consulted on the proposed LNR plan. In accordance with the formal process for declaring LNR's, relevant stakeholders will be consulted on individual sites. This includes Property & Design, Environmental Services, Parish Councils and Natural England.	
Contact	Name Rachel Taylor or Caroline Last	Designation Environmental Projects Team Leader and Planning Ecologist
	Telephone No 384220 or 84221	Email rachel.taylor@telford.gov.uk or caroline.last@telford.gov.uk

Title	Extensions to existing Block contracts within Adult Care and Support	
Exempt (ie Not for Publication)	YES	Paragraph Number(s) (Section 12A LGA 1972)
	Delete as appropriate	
Lead Cabinet Member and Portfolio Area	Cllr Jacqui Seymour, Adult Care & Support	
Why this is a Key Decision	Contract value and affects more than one ward of the Council	
Purpose	<p>To request Cabinet approval for a number of extensions to existing block contract arrangements as follows:</p> <ul style="list-style-type: none"> • Accord residential and day care service provision for older people in relation to Cartlidge House, Bennett House and Millbrook Day Centre • Chillcott Gardens - an Extra Care Scheme • Lee Court Respite Services for Adults with a Learning Disability • NACRO substance misuse • West Mercia Probation Service 	
Recommendation	<p>It is recommended that Cabinet:</p> <ul style="list-style-type: none"> • Authorises the extension of the contracts as detailed within the main body of the report subject to completion of the relevant contract extension on terms that are consistent with the original agreements and authorises exemptions from the requirements of Paragraphs B, E and Appendix 5 of the Contract Procedure Rules. • Delegates authority to the Corporate Director with the lead for Adult Care and Support to award an extension of contract for the services described in this report in accordance with the Council's Constitution and subject to terms and conditions recommended by the Head of Governance; • Delegates authority for the Common Seal of the Council to be affixed to the resulting contractual documentation as, in the opinion of the Head of Governance, is appropriate under the Constitution 	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	27 April 2010	
Proposed Consultation	Informing relevant parties of decision and liaison with service users and their carers	
Contact	Name	Designation
	Michael Bennett Christine Harrison	Lead Joint Commissioning Manager Lead Joint Commissioning Manager
	Telephone No	Email
	01952 388886	michael.bennett@telfordpct.nhs.uk
	01952 381205	christine.harrison@telford.gov.uk