

SCRUTINY LEADERSHIP BOARD

Minutes of a meeting of the Scrutiny Leadership Board held on Thursday, 26th March 2009 in the Scrutiny Meeting Room, Civic Offices, Telford

PRESENT: Councillors D.R.W. White (Chairman), R. Aveley, J.A. Francis, A.A. Mackenzie, A.A. Meredith and H.J. Williams
Councillors G.M. Green and L. Lomax (co-optees)

ALSO PRESENT: Ken Clarke (Head of Audit & Democracy) and Stephanie Jones (Scrutiny Officer)

SLB-23 MINUTES

RESOLVED – that the minutes of the meeting held on the 9th March, 2009 be confirmed and signed by the Chairman.

SLB-24 APOLOGIES FOR ABSENCE

None.

SLB-25 DECLARATIONS OF INTEREST/PARTY WHIP

None.

SLB-26 SCHEDULING SPECIAL INTEREST MEETINGS

The Head of Audit & Scrutiny presented a table setting out the Special Interest Meetings currently included in the Scrutiny Work Programme. These topics had been listed in priority order, based upon the scoring criteria and number of votes gained at the Scrutiny Workshop in January. It was proposed that Special Interest Meetings be set up in order of priority but the Board was asked to consider:

- Whether the order of reviews was correct and if any should be re-prioritised
- The distribution of topics across the Scrutiny Lead Members
- Inclusion of the new scrutiny suggestion – Domestic Violence
- Suggestion 35. The suggestion was to review whether issues other than cost were considered as part of the Council's procurement processes but this had effectively been covered as part of the current Procurement Review.

Following detailed discussions the following amendments were agreed:

	Issue	Scrutiny Lead and Members
13	Bus station/Park and Ride in redevelopment of the Town Centre	This was a major topic and would be considered by the Board itself.

SLB260309Minutes

19 22	Supply and drainage of water to T&W Sustainable & balanced development	Roger Aveley – these to be dealt with as one topic
20	<i>City Region – T&W role, benefits</i>	<i>To be deleted</i>
25 27	Signage – advertising & road signs Car parking enforcement	Roger Aveley – to be dealt with as one topic
29	Council employment of people with disabilities	Adrian Meredith/Ute Sambrook – previous Scrutiny Review to be revisited in the first instance
30	Music Lessons/specialist provision in schools	Joy Francis – All Scrutiny Assembly members to be contacted to ascertain if there was sufficient interest to hold a Special Interest Meeting
34	Differences in young people paying adult prices	Joy Francis – to give this further consideration to ascertain if it was a topic for prioritisation
35	<i>Procurement Criteria</i>	<i>Deleted</i>
36 39	PACT meetings – support and feedback Providing reassurance through positive media	Helen Williams – to be dealt with as one topic
	Domestic Violence	Additional Special Interest Meeting (see below)

With regard to Issues 25/27 the Chairman requested that the Lead Scrutiny Member look at the Scrutiny Review on Car Parking Charges and consider to what extent the views put forward by consultees, etc. had been implemented.

With regard to Issue 13 the Chairman requested that the Development Plan Steering Group be invited to attend a meeting to discuss the issues relating to the Bus Station.

Councillor R. Aveley suggested that Transforming Telford be considered as an issue for a Special Interest Meeting. In response the Chairman referred him to the previous review on this body and asked him to consider whether it would be appropriate to revisit it now. If so, he should submit a Scrutiny Suggestion Form to that effect.

Scrutiny Suggestion Form

Councillor U.E. Sambrook had submitted a Suggestion Form requesting that the Scrutiny function considered the length of time it took for security to be into place at the houses of domestic abuse victims in order to prevent further intimidation/harm.

Councillor Sambrook's understanding was that it could take up to two weeks for security to be put into place at the home of a domestic abuse victim, despite the perpetrator of the domestic abuse being released on bail by the Courts. The work to be carried out was determined by the Police and then passed back to the

Domestic Abuse Co-ordinator who, in turn passed, it to a contractor for the work to be carried out. This period of time, although short, put at risk the victim's safety or even their life. She requested that Scrutiny considered this matter because it was an issue that could affect the safety of all victims of domestic abuse across the Borough and it was in a position to facilitate a solution through one meeting with all the relevant officers and partners which would minimise this delay.

Members agreed that this was an issue that should be addressed through a Special Interest Meeting. The Head of Audit & Democracy undertook to circulate the details of this issue to all members of the Scrutiny Assembly and, if a minimum of three members expressed an interest in the matter, a meeting would be organised to which Councillor Sambrook, the appropriate Cabinet Member and Head of Service, the Domestic Abuse Co-ordinator, a police representative, a representative of the contractor carrying out the work together with a representative of the abuse victim, if they wished, would be asked to attend.

SLB-27 SCRUTINY ASSEMBLY MEETING 19TH MAY, 2009

The Head of Audit & Scrutiny sought the Board's views on the proposed structure for the Scrutiny Assembly meeting scheduled for 19th May, 2009. This meeting would enable members of the Scrutiny Assembly to hold Cabinet Members to account for the Council's performance in 2008-09 to feed into the target setting in the draft Priority Plans.

Following a discussion, Members agreed the structure of the Scrutiny Assembly Meeting as proposed. Councillor L. Lomax suggested that a flip chart be set up for each Corporate Priority on which the questions/points raised could be identified. This would allow Members not able to sit on a particular table to add their comments, if these had not already been noted.

The Chairman informed the Board that he would be taking responsibility for the new Corporate Priority: Securing sustainable housing development and regenerating the Borough.

SLB-28 PARTICIPATION IN SCRUTINY REVIEWS

Details of the participation of the elected members and co-optees in the 2009 Scrutiny Work Programme reviews and standing sub-groups was tabled and noted by the Board.

SLB-29 POSITION STATEMENT ON SCRUTINY REVIEWS

The Scrutiny Officer presented a report setting out a position statement for the remaining 2008 and the first phase of the 2009 in-depth Scrutiny Reviews.

SLB-30 UPDATE ON RECENT LEGISLATION

The Head of Audit & Democracy gave an update on the progress of the legislation which would have an impact upon the Scrutiny function at the Council.

SLB260309Minutes

Councillor Call for Action (CCfA)

Legislation:

- a) Local Government and Public Involvement in Health Act 2007
Commencement: 1st April 2009 for relevant sections
Guidance was released in February 2009
- b) Police & Justice Act 2006
Commencement: 1st April 2009 for relevant sections
Guidance likely to be released on 30th April 2009

Councillor Call for Action had been introduced to support elected members in achieving improvements for their local areas. It was envisaged that this would help Ward councillors who had been unable to resolve problems in their Wards by talking to the local authority and its partners, by allowing them to refer the matter to the Scrutiny Leadership Board for consideration. CCfA covered both issues of community safety (under the Police & Justice Act) and all matters of the Council, including where services were delivered with partners (Local Government and Public Involvement in Health Act)

Scrutiny Services were currently working on guidance for Members on the way in which CCfA would work at Telford & Wrekin and a process for dealing with it at Scrutiny Leadership Board, which had been identified in the Constitution as the Scrutiny body which would hear CCfAs, was being drawn up.

Scrutiny of Local Area Agreements (LAA)

Legislation: Local Government and Public Involvement in Health Act 2007

Commencement: 1st April 2009 for relevant Sections. No date for the issuing of guidance was yet available.

Scrutiny of Local Area Agreements had introduced an extension of the Scrutiny remit to cover a range of service providers, as set out in the report. Each of these, apart from the Police which would be subject to requirements in the Police and Justice Act 2006, would have a duty to co-operate on issues that related to service delivery connected with the authority. The organisations detailed needed to also “have regard to” scrutiny reports and recommendations. This was a function of the Scrutiny Leadership Board part of which, scrutiny performance of the Local Area Agreement, had been delegated to the Value for Money Group.

The service providers listed included upper tier or unitary councils and district councils and the Chairman undertook to check if Telford & Wrekin Council had the power to or if there was a voluntary code in existence which would allow this scrutiny to be extended to Parish and Town Councils.

Scrutiny of Crime and Disorder Matters

Legislation: Police & Justice Act 2006. Commencement: 30th April 2009

No date for the issuing of guidance on the Regulations had yet been produced.

The Act inserted a new Section 21A into the Local Government Act, 2000 to extend the remit of Scrutiny Committees to incorporate the scrutiny of their local Crime and Disorder Reduction Partnership (CDRP). Under the Council's revised Scrutiny structure this had been agreed to be a function of the Scrutiny Leadership Board but the Constitution would need to be amended to designate the Board as the Scrutiny Committee with responsibility for scrutinising the local Crime & Disorder Reduction Partnership under this new legislation.

RESOLVED – that it be agreed that the Constitution be amended to designate the Scrutiny Leadership Board as the Scrutiny Committee for Crime and Disorder issues.

Petitions

Legislation: Local Democracy, Economic Regeneration and Construction Bill. Possible commencement in "Summer 2009", however this might slip beyond Parliament's Summer Recess and guidance was unlikely to be available before October 2009

The Act required the Council to make, comply with and publish a scheme for handling petitions. The subject of the petition had to relate to the functions of the authority or other public services for which the authority had shared delivery responsibilities (excluding planning which was covered by existing processes). The Council would decide who to recognise as signatories but, at a minimum, this would be to respond to petitions from those who lived, studied or worked within the borough boundary. It would not be necessary to respond to frivolous, vexatious or discriminatory petitions, nor to one that was the same or substantially similar to one that had been made to the authority within a period of six months. If requested by the petitioner, the authority had to review the adequacy of the steps taken in response to the petition and to publish the results on its website. Petitioners would be able to appeal to an Overview and Scrutiny Panel, if not satisfied with the response they had received to their petition, to review the adequacy of the steps taken by the authority. Democratic Services was currently looking at options for dealing with petitions.

SLB-31 CHAIRMAN'S UPDATE

The Chairman informed the Board that the Joint Health Scrutiny Committee was currently not politically balanced, comprising of three elected members and three co-optees. This worked well in practice with valuable expertise being provided by the co-optees. However, for the Committee to continue not to be subject to political balance requirements, it would be necessary for this Board to agree an appropriate resolution. Following a discussion it was unanimously:

RESOLVED – that there be no requirement for the membership of the Joint Health Scrutiny Committee to be politically balanced.

The Chairman referred to the provision contained in the Council's Constitution whereby urgent decisions taken by the Cabinet were not then subject to the Call-In Procedure. This Procedure also stipulated that urgent decisions had first to be

SLB260309Minutes

effected by him as Chairman of the Scrutiny Leadership Board. Unfortunately, the number of such requests had increased recently and he was concerned that officers were not making sufficient efforts to submit reports for decision in time for them to be included on a published agenda. Consequently, a document would be drawn up for report authors to set out the reasons why an item was urgent before he would consider giving his agreement.

SLB-32 DATE OF NEXT MEETING

The next meeting of the Scrutiny Leadership Board was scheduled for Tuesday, 12th May 2009 at 4.00 p.m.

The meeting ended at 5.55 p.m.

Chairman:

Date:

SCRUTINY ASSEMBLY

Meeting 19th May – to hold the Cabinet to account on performance 2008/09 and target setting for 2009/10

Purpose of meeting

The purpose of the meeting is to enable members of the Scrutiny Assembly to hold their Cabinet colleagues to account for the Council's performance for 2008/09 and to feed into the target setting in the draft priority plans.

Structure of meeting

- Meeting will last for 2 hours from 6 – 8pm
- It will need to accommodate 53 members of the Scrutiny Assembly – 39 members and 14 co-optees.
- The meeting will be structured as follows:

Welcome and purpose Cllr. Derek White 2 minutes

Introduction – overall performance of the Council scorecard Interim Chief Executive 5 minutes

Quiz - on red sub priority level Richard Partington 20 minutes
(The sub priority level red amber green can be sent out beforehand. Voting handsets to be given out to Scrutiny Assembly Members)

Questions Cllr. Derek White 15 minutes

The room will have 6 breakout tables for groups to form for each priority (Economy & Skills and Housing & Regeneration will be on one table). Scrutiny Assembly members will be asked to move to the priority of their choice where the Cabinet Member and Lead scrutiny Member will be sat. On each table there will be a table showing the sub priorities and an overview of what this priority includes. The Cabinet Member will present for 10 minutes on what their targets are for 2009/10. This will be followed by 35 minutes of questions.

Each table will be given a list of questions to work through which the Lead Scrutiny Member will facilitate. Following the presentation the Lead Scrutiny Member will ask the group which sub priority they wish to concentrate their questions on. Each table will have a scribe to note down the questions and answers on a flip chart and who will also act as time keeper.

Following this first session members will be asked to move to the next priority plan table and for another 45 minutes to be taken for a presentation by the Cabinet Member followed by discussion/questions.

Questions for the groups

- You have heard what the key target areas are – do you think there any gaps?
- Do you think all the targets included are all a priority? If something had to go, which could be dropped?
- Are the targets sufficiently challenging and explained clearly enough?

Information to members prior to the meeting

Briefing on purpose of the meeting and the outcome

Performance scorecard and briefing paper

Summary table of each priority

Electronic link to Priority plans

List of suggested questions

Who needs to attend?

Six lead scrutiny members

Cabinet Members/Deputising Cabinet Assistants

Interim Chief Executive

Head of Performance, Policy & Partnerships

Directors/deputising Heads of Service

Venue

VIP Suite

Who will represent each priority?

Scrutiny Leader	Cabinet Member/Assistant	Director/HoS
Quality of life Derek White	Rosemary Chaplin	Paul Donohue
Cohesive community Helen Williams	Jacqui Seymour	Richard Webb
Effective efficient Adrian Meredith	Adrian Lawrence	Victor Brownlees
CYP Joy Francis	Stephen Burrell	Julia Almond
Skills and Economy and Housing and Regeneration (45 mins on each) Alan MacKenzie	Eric Carter	Meredith Evans
Attractive Environment Roger Aveley	Stephen Bentley	Dave Hanley

SCRUTINY SUGGESTION FORM

What would you like scrutiny to look at?

Please state the service area, Council activity or issue
This can relate to work of the Council, the NHS or other local organisations

There is a perceived breakdown of communications between T&WC and the Owners of Telford Town Centre owners Hark Apollo which could jeopardise the Southwater development and the £1.2 bn proposed private sector investment.

Why should scrutiny look at this issue?

Please consider:

- The situation/problem/concern that has made you raise this issue
- How many people are affected
- What benefits a scrutiny review could bring for local people

Myself (Keith Austin) and the Deputy Leader of the Labour group met with Rob Cossey of Hark Apollo on Friday the 27th March at his request. We previously met him in December 2008 again at his request.

On both occasions he alleged that the Council was not communicating with them (Hark Apollo) on the Town Centre regeneration/redevelopment and that this would cause problems if it were to continue along those lines.

The population of Telford may be adversely affected should this investment not go ahead because of a rift between the Council and Hark Apollo leading to the withdrawal of funds by private developers. There is also the delaying tactics that will occur as a result of appeals by Hark Apollo over the proposals for the Civic Offices site.

A Scrutiny review would allow for an opportunity to bring some transparency to this process which in turn would allow both side to reflect on the need to cooperate in order to provide the citizens of Telford and Wrekin with a Town Centre that meets all needs.

Name: Cllr Keith Austin

Contact details*: Keith.austin@telford.gov.uk
01952 380183

I am:

A resident of Telford & Wrekin	<input type="checkbox"/>
A representative of a local group (please state)	<input type="checkbox"/>
.....Resident and	
Councillor.....	<input type="checkbox"/>
A Parish or Town Councillor (please state ward)	
.....	<input type="checkbox"/>
A member of Telford & Wrekin Council- Yes	<input type="checkbox"/>
An officer of Telford & Wrekin Council	<input type="checkbox"/>
I work in Telford & Wrekin	<input type="checkbox"/>
Other (please state).....	<input type="checkbox"/>

* we will only contact you if we need more information about the issue you have suggested

By entering into the draw you are giving your consent to the use of your name and postal town for publicity purposes. Your address will not be made public.

I wish to be entered into the prize draw ☐

Please return your completed form to:

**Scrutiny Services, FREEPOST RRHJ-TZJL-CTKY, PO Box 215, Telford
TF3 4LF**

Or email to scrutiny@telford.gov.uk



Telford & Wrekin

C O U N C I L

FORWARD PLAN

92nd Edition

Published on 16th April 2009

Effective from 1st May 2009

Covering the period

May 2009 to August 2009



**DEMOCRATIC
SERVICES**

TELFORD & WREKIN COUNCIL
92nd EDITION FORWARD PLAN
MAY 2009 TO AUGUST 2009

EFFECTIVE FROM 1st MAY 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 14th May 2009 and effective from 1st June 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 April 2009. Any Key Decisions not taken by the end of April 2009 will automatically be rolled forward into May 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.

Contact Officer:	Phil Smith
	Democratic Services Officer
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	PO Box 215
	Telford, TF3 4LF
Telephone	01952 383211
Email	phil.smith@telford.gov.uk

If you would like free help to understand this document in your own language, please phone the Borough of Telford & Wrekin on 01952 382121.

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

INDEX

STANDARD ITEMS	4
Budget Strategy / Service & Financial Planning Process	4
Capital Strategy and Capital Programme Decisions within the agreed Capital Programme	4
Community Safety / Community Development / Social Inclusion Issues	4
Community Strategy / Local Area Agreement (LAA)	5
Comprehensive Performance Assessment (CPA) and External Inspection	5
Consultation Strategy and Activities	5
Corporate Property Amendments	6
Customer Strategy & E-Government	6
Development of a Regeneration Strategy for Telford & Wrekin	6
Financial Monitoring and Financial Updates	7
Improved Customer Service – Transforming the Business to Deliver the Vision	7
Local Development Framework	7
Overview of Service and Financial Outturns	8
Performance Management, Value-for-Money and Best Value	8
Property Investment Portfolio	8
School Organisation/Capital Financing	9
Scrutiny Commission/Scrutiny Management Board Reports	9
Telford & Wrekin Partnership / Partnership Bid Applications and Projects	9
Telford Railfreight Terminal	10
Telford Town Centre	10
Woodside Regeneration	10
MAY 2009	11
Charging Policy for Home Care and Other Non-Residential Social Services	11
Putting People First Proposed Model	11
Sustainable Procurement Policy	12
TSLEC – Commercial Viability	12
JUNE 2009	13
Adult Social Services Complaints Procedure	13
Transport Service Review	13
Surface Water Drainage: Managing and Improving Water Quality	14
JULY 2009	14
Consultation on home to school transport policy; main emphasis - provision of transport assistance on faith grounds	14
AUGUST 2009	14
No Specific Reports	14
Extract from the 91st Edition of the Forward Plan	15
APRIL 2009	15
Central Telford Area Action Plan	15
Deprivation of Liberty Safeguards	15
Post 16 Provision for Campus Telford and Transfer of Land to School Trusts	16
Private Sector Housing Strategy and Home Assistance Policy	16
Shop Fronts and Signage Design Guidance in Conservation Areas	17
Telecommunications Development	17
West Midlands Biodiversity Pledge	18

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
	Paul Clifford	Head of Finance
	Telephone No 01952 383700	Email paul.clifford@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
	Paul Clifford	Head of Finance
	Telephone No 01952 383700	Email paul.clifford@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 Stephen Bentley Community Services	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As required	
Contact	Name	Designation
	Angie Astley	Interim Corporate Director: Community Services
	Telephone No 01952 382400	Email angie.astley@telford.gov.uk

[Return to Index](#)

Title	Community Strategy / Local Area Agreement (LAA)	
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	Designation
	Richard Partington	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	Designation
	Richard Partington	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	Designation
	Richard Partington	Head of Policy, Performance and Partnership
	Telephone No 01952 380131	Email richard.partington@telford.gov.uk

[Return to Index](#)

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	Designation
	David Sidaway	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 Stephen Bentley Community Services	
Decision Maker	Cabinet / Corporate Director: Community Services	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Angie Astley	Head of Customer Strategy & Business Transformation
	Telephone No 01952 382400	Email angie.astley@telford.gov.uk

Title	Development of a 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	Designation
	Mark Donovan	Head of Strategic Regeneration
	Telephone No 01952 384700	Email mark.donovan@telford.gov.uk

[Return to Index](#)

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 Stephen Bentley Community Services	Cllr Adrian Lawrence Resources
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name Victor Brownlees Angie Astley	Designation Corporate Director: Resources Interim Corporate Director: Community Services
	Telephone No 01952 383000 01952 382900	Email victor.brownlees@telford.gov.uk 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 Miles Hosken 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

[Return to Index](#)

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 Pauline Harris Hilary Knight	Designation Corporate Finance Manager Corporate Performance Manager
	Telephone No 01952 383701 01952 380134	Email 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 Richard Partington	Designation Head of Policy, Performance and Partnership
	Telephone No 01952 380131	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 Portfolio Area	Cllr Eric Carter Environment & Regeneration	
Decision Maker	Cabinet/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

[Return to Index](#)

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 Interim Head of Policy, Resources & Social Regeneration
	Telephone No 01952 380900	Email clive.jones@telford.gov.uk

Title	Scrutiny Commission/Scrutiny Management 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 Audit & Democracy
	Telephone No 01952 383100	Email ken.clarke@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

[Return to Index](#)

Title	Telford Railfreight Terminal	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Miles Hosken Environment & Regeneration	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	As appropriate	
Contact	Name	Designation
	Graham Fairhurst	Special Projects Manager
	Telephone No 01952 384590	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	Designation
	David Sidaway	Head of Asset & Property Management
	Telephone No 01952 384300	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	Designation
	Mark Donovan	Head of Strategic Regeneration
	Telephone No 01952 384700	Email mark.donovan@telford.gov.uk

[Return to Index](#)

MAY 2009

Title	Charging Policy for Home Care and Other Non-Residential Social Services	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Jacqui Seymour Adult and Consumer Care	
Why this is a Key Decision	Borough-wide implications	
Purpose	To implement changes to the Home Care and other non-Residential Social Services Charging Policy following Equalities Impact Assessment and Review	
Recommendation	That Members approve the changes to the Charging Policy	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	11 May 2009	
Proposed Consultation		
Contact	Name	Designation
	Karen Kalinowski	Head of Performance and Standards
	Telephone No 01952 381011	Email karen.kalinowski@telford.gov.uk

Title	Putting People First Proposed Model	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Jacqui Seymour Adult & Consumer Care	
Why this is a Key Decision	Borough-wide implications	
Purpose	To inform Cabinet of proposals for the development of person centred approaches as part of the Social Care Transformation initiative through Putting People First. This will involve fundamental changes in the way services are provided in the future so that people using those services are able to exercise choice and control in the use of resources.	
Recommendation	That Cabinet approve the principles of the Target Operating Model and agree to further work that will enable the changes in approach to be introduced within available resources.	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	11 May 2009	
Proposed Consultation		
Contact	Name	Designation
	Paul Donohue	Head of Service Development
	Telephone No 01952 381100	Email paul.donohue@telford.gov.uk

[Return to Index](#)

Title	Sustainable Procurement Policy	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Miles Hosken Environment & Regeneration	Cllr Adrian Lawrence Resources
Why this is a Key Decision	Borough-wide implications	
Purpose	To seek approval of the Sustainable Procurement Policy which will provide a framework within which Officers will be expected to make best efforts to operate.	
Recommendation	To approve the Sustainable Procurement Policy	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	11 May 2009	
Proposed Consultation		
Contact	Name Harjot Rayet	Designation Environmental Policy Officer
	Telephone No 01952 384219	Email harjot.rayet@telford.gov.uk

Title	TSLEC – Commercial Viability	
Exempt	YES	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member and Portfolio Area	Cllr Andrew Eade Chief Executive	
Why this is a Key Decision	Significant public interest	
Purpose	To consider the business case and commercial viability of TSLEC and a submission of the Sport England bid on 15 May.	
Recommendation	To consider the recommendations as outlined in the report	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	11 May 2009 (and on to Council)	
Proposed Consultation		
Contact	Name Mark Donovan	Designation Special Programmes & External Funding Manager
	Telephone No 01952 380118	Email Mark.donovan@telford.gov.uk

[Return to Index](#)

JUNE 2009

Title	Adult Social Services Complaints Procedure	
Exempt	No	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Jacqui Seymour Adult & Consumer Care	
Why this is a Key Decision	Borough-wide implications	
Purpose	To inform Cabinet of the new policy and procedure for dealing with Adult Social Services Complaints, in line with the new national regulations which come into effect on 1 April.	
Recommendation	That Cabinet approve the new policy and procedure.	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	9 June 2009	
Proposed Consultation		
Contact	Name Karen Kalinowski Dave Robson	Designation Head of Performance & Standards Service Standards Manager
	Telephone No 01952 381011 01952 381101	Email karen.kalinowski@telford.gov.uk dave.robson@telford.gov.uk

Title	Transport Service Review	
Exempt (ie Not for Publication)	NO	Paragraph Number(s) (Section 12A LGA 1972)
Lead Cabinet Member and Portfolio Area	TBA - Resources	
Why this is a Key Decision	Borough Wide implications and is in the public interest	
Purpose	To share the recommendations made as part of the Transport Service Review. This is the first 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 (if officer specify whom)	Cabinet	
Target Cabinet/Date of Decision	9 th June 2009	
Proposed Consultation		
Contact	Name Angie Astley	Designation Head of Service
	Telephone No 01952 382007	Email angie.astley@telford.gov.uk

[Return to Index](#)

Title	Surface Water Drainage: Managing and Improving Water Quality	
Exempt	No	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Miles Hosken Environment & Regeneration	
Why this is a Key Decision	The decision affects more than one Ward in the Borough and is likely to be of significant public interest.	
Purpose	To consider approval for consultation of a document seeking to provide guidance to developers, planning agents and the public on managing surface water in new developments.	
Recommendation	To approve the Surface Water Drainage Supplementary Planning Document for a public engagement exercise.	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	23 June 2009	
Proposed Consultation		
Contact	Name Matt Wedderburn Telephone No 01952 384246	Designation Team Leader Development Plans Email matthew.wedderburn@telford.gov.uk

JULY 2009

Title	Consultation on home to school transport policy; main emphasis - provision of transport assistance on faith grounds	
Exempt	No	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Stephen Burrell Children & Young People	
Why this is a Key Decision	The decision may have Borough-wide implications.	
Purpose	To receive views on a proposal to amend the Council's policy on the provision of transport assistance for travel between home and school on faith grounds.	
Recommendation	To consider consultation responses	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	7 July 2009	
Proposed Consultation		
Contact	Name Clive Jones Telephone No 01952 380900	Designation Head of BSF, Resources & Social Regeneration Email clive.jones@telford.gov.uk

AUGUST 2009

No Specific Reports

[Return to Index](#)

APRIL 2009

Title	Central Telford Area Action Plan	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Miles Hosken Environment & Regeneration	
Why this is a Key Decision	The decision affects more than one Ward in the Borough and is likely to be of significant public interest.	
Purpose	To consider approval of a document seeking to provide a detailed planning framework for the future development of the town centre and surrounding communities.	
Recommendation	To approve the Central Telford Area Plan for Submission to the Secretary of State for independent examination.	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	6 April 2009 (on to Council)	
Proposed Consultation		
Contact	Name Matt Wedderburn	Designation Team Leader Development Plans
	Telephone No 01952 384246	Email matthew.wedderburn@telford.gov.uk

Title	Deprivation of Liberty Safeguards	
Exempt	No	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Jacqui Seymour Adult & Consumer Care	
Why this is a Key Decision	Borough-wide implications	
Purpose	To inform Cabinet of new legislation that comes into force on the 1 st April 2009 to protect people who lack capacity to consent to stay in either hospital or residential/nursing home care, and of the Deprivation of Liberty Safeguards (DoLS) that need to be put into place from this date.	
Recommendation	That Cabinet: <ul style="list-style-type: none"> note the requirements of new legislation approve the Deprivation of Liberty Safeguards Policy & Procedure 	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	6 April 2009	
Proposed Consultation		
Contact	Name Paul Taylor	Designation Head of Housing Needs & Community Care
	Telephone No 01952 381200	Email paul.taylor@telford.gov.uk

[Return to Index](#)

Title	Post 16 Provision for Campus Telford and Transfer of Land to School Trusts	
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	
Why this is a Key Decision	Affects more than one Ward in the Borough and may be of significant public interest.	
Purpose	(i) To approve the implementation of the establishment of Post 16 provision at schools in the Borough as per the objectives of Campus Telford: <ul style="list-style-type: none"> • Burton Borough School • Lord Silkin and Phoenix Schools (Lord Silkin Site) • Wrockwardine Wood Arts College (ii) To report on the progress of the Trust School applications for: <ul style="list-style-type: none"> • Lord Silkin School • Sutherland Business & Enterprise College • Wrockwardine Wood Arts College The proposal to obtain Trust Foundation is to be achieved by way of Charitable Trust which will transfer the land from the Council to the respective new Trust. (iii) To request Cabinet give approval to the delegation of authority to the BSF Project Board to approve stages within the BSF procurement process.	
Recommendation	To approve recommendations as set out in the report	
Decision Maker	Cabinet / Officer	
Target Cabinet/Date of Decision	6 April 2009	
Proposed Consultation		
Contact	Name	Designation
	Mal Yale	Capital & Facilities Manager
	Telephone No 01952 380932	Email mal.yale@telford.gov.uk

Title	Private Sector Housing Strategy and Home Assistance Policy	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Jacqui Seymour Adult & Consumer Care	
Why this is a Key Decision	Borough-wide implications	
Purpose	Approval for an updated Housing Renewal Strategy and Home Assistance Policy Endorsement of a formal application to join the West Midlands Kick-Start Partnership	
Recommendation	That the Housing Renewal Strategy and Home Assistance Policy be approved That the Council's application to become a member of the West Midlands Kick-Start partnership be approved	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	6 April 2009	
Proposed Consultation		
Contact	Name	Designation
	Neil Brookes	Business Manager: Housing Quality and Renewal
	Telephone No 01952 381886	Email neil.brookes@telford.gov.uk

Title	Shop Fronts and Signage Design Guidance in Conservation Areas	
Exempt	No	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Miles Hosken Environment & Regeneration	
Why this is a Key Decision	The decision affects more than one Ward in the Borough and is likely to be of significant public interest.	
Purpose	To consider approval for consultation of a document seeking to provide guidance to developers, planning agents and the public on appropriate design of shop fronts and signage in conservation areas.	
Recommendation	To approve the Shop Fronts and Signage Design in Conservation Areas Supplementary Planning Document for a public engagement exercise.	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	20 April 2009	
Proposed Consultation		
Contact	Name Matt Wedderburn	Designation Team Leader Development Plans
	Telephone No 01952 384246	Email matthew.wedderburn@telford.gov.uk

Title	Telecommunications Development	
Exempt	No	If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Miles Hosken Environment & Regeneration	
Why this is a Key Decision	The decision affects more than one Ward in the Borough and is likely to be of significant public interest.	
Purpose	To consider adoption of a document setting out detailed guidance on the consideration of planning applications for telecommunications development	
Recommendation	To adopt the Telecommunications Development Supplementary Planning Document.	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	20 April 2009	
Proposed Consultation		
Contact	Name Matt Wedderburn	Designation Team Leader Development Plans
	Telephone No 01952 384246	Email matthew.wedderburn@telford.gov.uk

[Return to Index](#)

Title	West Midlands Biodiversity Pledge	
Exempt		If yes please state Paragraph Number(s) under which item is exempt:
Lead Cabinet Member and Portfolio Area	Cllr Miles Hosken Environment & Regeneration	Cllr Adrian Lawrence Resources
Why this is a Key Decision	Borough-wide implications	
Purpose	To receive a report on the implications of the Council signing the West Midlands Biodiversity Pledge detailing: <ol style="list-style-type: none"> 1. How the council is currently meeting certain requirements of the Pledge 2. What further work needs to be completed 3. Implications of this work (resources, legal compliance, meeting corporate priorities, national indicator, etc.) 	
Recommendation	That Cabinet approve signing the Pledge in time for a West Midlands Biodiversity Event on 23rd April when all signatories will be announced	
Decision Maker	Cabinet	
Target Cabinet/Date of Decision	6 April 2009	
Proposed Consultation		
Contact	Name	Designation
	Rachel Taylor Caroline Last	Environmental Projects Team Leader Planning Ecologist
	Telephone No	Email
	01952 384220	rachel.taylor@telford.gov.uk

[Return to Index](#)

SCRUTINY LEADERSHIP BOARD – UPDATE ON REVIEWS
12th May 2009

2008 Programme

Review	Progress update	Target date for completion of evidence gathering	Target date for presenting report to Cabinet	Revised completion date for evidence gathering	Revised date for presenting report to Cabinet
Bus Services	Evidence gathering complete except awaiting detailed analysis of community panel survey	March 09	May 09	April 09	1 st Sep 2009
Procurement	One more meeting with Adult Social Care and Central Procurement Team.	February 09	To be agreed	May 09	1 st Sep 2009
Housing & Homelessness	One more meeting with Housing Communities Agency	Early April 09	June 09	May 09	1 st Sep 2009

2009 In-depth Review Programme

Review	Scoping	Target date for completion of evidence gathering	Target date for presenting report to Cabinet
Child Protection & Child Protection Plans	Draft under discussion	August 2009	t.b.c.
Cluster arrangements and locality working	Draft under discussion	July 2009	September 2009
Developing future skills for business	Draft under discussion	August 2009	t.b.c.
End of life choices	Require further scoping meeting to cover end of life care for children – trying to arrange at the moment.		
Helping residents access benefits	Draft under discussion	July 2009	September 2009
Waste Management	Scope being drafted	t.b.c	t.b.c.

2009 Special Interest Meetings

Review	Date of meeting	Scrutiny Lead
Domestic Abuse		Helen Williams
Sustainable and balanced developments		Roger Aveley
Planning applications and the role of Parish/Town Councils		Roger Aveley
The transition of disabled children into adult services	Dates requested from Directors	Joy Francis
Council complaints procedure		Adrian Meredith
Police and Community Together (PACT) meetings		Helen Williams

2009 Other

Equalities Impact Assessments	Initial meeting held to discuss how to review the EIAs. Meetings will be quarterly.	Alan Mackenzie
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