

Shropshire Council
Legal and Democratic Services
Shirehall
Abbey Foregate
Shrewsbury
SY2 6ND

Date: Wednesday, 26 November
2014

My Ref:
Your Ref:

Committee:
Enterprise and Growth Scrutiny Committee

Date: Thursday, 4 December 2014
Time: 10.00 am
Venue: Shrewsbury Room

You are requested to attend the above meeting.
The Agenda is attached

Claire Porter
Corporate Head of Legal and Democratic Services (Monitoring Officer)

Members of Enterprise and Growth Scrutiny Committee

Andrew Bannerman	Charlotte Barnes
Martin Bennett	Dean Carroll
Nicholas Bardsley	John Hurst-Knight
Steve Davenport (Chairman)	Jean Jones
Pauline Dee (Vice Chairman)	William Parr

Your Committee Officer is:

Julie Fildes Scrutiny Committee Officer
Tel: 01743 252893
Email: Julie.fildes@shropshire.gov.uk

AGENDA

1 Apologies for Absence and Substitutes

To receive apologies for absence and any substitutes that may be notified.

2 Disclosable Pecuniary Interests

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

3 Minutes (Pages 1 - 8)

To consider the minutes of the Enterprise and Growth Scrutiny Committee held on 6th November 2014.

4 Public Question Time

To receive any questions, statements and petitions of which members of the public have given notice. Deadline for notification is 5.00pm on Monday 1st December 2014.

5 Member Question Time

To receive any questions, statements and petitions of which Members of Council have given notice. Deadline for notification is 5.00pm on Monday 1st December 2014.

6 Economic Growth Re-Design

Claire Cox, Economic Growth Re-design Programme Manager, will provide a verbal up-date of the Economic Re-design work.

7 Planning Update

Ian Kilby, Planning Services Manager, will provide an update on the implementation of the recommendations made by the Rapid Action Task and Finish Group on Planning which were endorsed by the Enterprise and Growth Scrutiny Committee at its meeting on 31st October 2013.

8 Future Work Programme for the Enterprise and Growth Scrutiny Committee (Pages 9 - 28)

To consider the proposals for the future work programme. Draft work programme and Cabinet Forward Plan are attached for consideration.

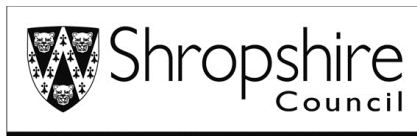
9 Dates for Future Meetings

Tuesday 9th December 2014 at 10.00am

Thursday 29th January 2015 at 10.00am

Thursday 2nd April 2015 at 10.00am

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Enterprise and
Growth Scrutiny
Committee

4th December 2014

10.00 am

Item
3
Public

**MINUTES OF THE ENTERPRISE AND GROWTH SCRUTINY COMMITTEE MEETING
HELD ON 6 NOVEMBER 2014
10.00 AM - 12.15 PM**

Responsible Officer: Julie Fildes
Email: Julie.fildes@shropshire.gov.uk Tel: 01743 252893

Present

Councillor Steve Davenport (Chairman)
Councillors Andrew Bannerman, Martin Bennett, Charlotte Barnes, Dean Carroll,
Jean Jones, William Parr and Peter Cherrington (Substitute) (substitute for Pauline Dee)

28 Apologies for Absence and Substitutes

Apologies were received from Councillors Nicholas Bardsley, Pauline Dee and John Hurst-Knight.

Councillor Peter Cherrington attended as substitute for Councillor Pauline Dee.

29 Disclosable Pecuniary Interests

There were none disclosed.

30 Minutes

RESOLVED:

That the Minutes of the meeting held on 9th October 2014 be approved as a correct record and signed by the Chairman.

31 Public Question Time

There were no Public Questions.

32 Member Question Time

There were no questions from Members.

33 Hackney Carriage and Private Hire Vehicle Licensing

The Senior Commissioner for Public Protection, spoke on the system of licensing Private Hire Vehicles and Hackney Carriages.

She explained that this was a significant part of the wider licensing regime delivered by the Council.

It was emphasised that the licensing process is underpinned by the Council's Hackney Carriage and Private Hire Licensing Policy, although there was no specific legal requirement to have a Licensing Policy, in practice it was impossible to make fair and consistent decisions without one. Whilst being aware of the need to support the trade the overriding aim of the Licensing Policy was Public Protection and in particular, the Council's responsibility to ensure that children and vulnerable adults were protected in line with its safeguarding responsibilities.

She stated that the Policy was being reviewed and consultation had been undertaken. If approved the new policy would come into force at the beginning of April 2015. The scope and purpose of the proposed policy was presented to Members. The Senior Commissioner informed Members that there remained an opportunity to influence the scope and purpose of the policy if they wished to do so.

The Members of the Strategic Licensing Committee had responsibility for giving strategic direction on licensing issues and the Licensing and Safety Sub-Committee and officers dealt with applications. Due to a high number of applications in 2010/2011, the Strategic Licensing Committee had agreed to the creation of a panel with delegated powers given to the Licensing Manager. More complex cases were referred to the Licensing and Safety Sub-Committee.

The Senior Commissioner for Public Protection queried whether this situation should continue or whether all applications should be considered by the Licensing Sub-committee.

Members asked for information regarding the level of information provided by the Police. The Senior Commissioner for Public Protection explained that the Police fully supported the revised Licensing Policy. Licensing Officers utilised all intelligence available to them on an individual, even where this would not satisfy the criteria of beyond reasonable doubt burden of proof. The revised policy had been reworded to allow for any intelligence suggesting that the applicant was not a fit and proper person to lead to a license refusal.

In response to a Member's question regarding spot checks, the Senior Commissioner for Public Protection explained that the authority had the power to carry out routine assessments of vehicles and also worked with the VOSA, social security officers and police to carry out unannounced vehicle and driver checks. These were generally undertaken on a quarterly basis and were often based on intelligence received.

A Member asked for details of how the policy ensured that drivers coming into the County from other areas had sufficient knowledge of the area they were working in

and adequate language skills for communication with passengers. The Team Manager for Operations Community Safety explained that all applicants were required to undertake a knowledge test which was written in English and interpreters were not allowed to be present during the examination. The revised policy supported the continuation of the written test and the requirement to be able to communicate in English had been strengthened, although this had raised some equality issues.

The Chairman welcomed the Policy's approach in supporting safeguarding through requesting an enhanced DBS check and other intelligence on all applicants, but he expressed concern that applicants who had not been resident in the UK for a length of time may not be subject to such tests. He was reassured that the DBS worked on a five year basis, and in cases where this could not be provided the applicant's Embassy was contacted and a report confirming good conduct requested.

A Member raised concerns about drivers disregarding the traffic regulations in Shrewsbury town centre. He was advised that complaints could be dealt with under the driver's licensing conditions but evidence would need to be obtained. A Member commented that there may be good reason for drivers disregarding traffic regulations when carrying disabled people.

In response to a Member's query The Team Manager for Operations Community Safety explained that there was a central licensing contact number which was answered by a Licensing Officer or they could be contacted via Customer Services.

A Member commented that planning applications delegated to Officers were subject to targets and asked if a similar procedure existed for licensing applications. The Senior Commissioner for Public Protection confirmed that there were no set targets and the Officer Panel dealt with the majority of straight forward applications with the more complicated or contentious ones going before Members.

Members asked for more information regarding the colour of taxis. The Team Manager for Operations Community Safety explained that users with sight problems had asked for the distinction to be made. The Licensing Officers perceived that the public did not comprehend the difference between private hire vehicles and hackney carriages, by specifying that hackney carriages should be black and display a roof sign would differentiate them from other vehicles and increase public confidence. Members asked if the transition period of three years was sufficient time frame for operators; the Team Manager for Operations Community Safety accepted that it might need to be extended.

A Member asked whether disabled access vehicles were required to be able to accommodate mobility scooters. The Team Manager for Operations Community Safety replied that the type of wheel chair was not specified but provision would be subject to market forces and that operators were encouraged to have a range of vehicles suitable for a range of needs.

The Chairman confirmed that the purpose the Licensing Presentation was not to diminish the role of the Strategic Licensing Committee but to add to the quality of information going to it particularly comments on the Licensing Panel.

Members debated whether the granting of licensing applications required greater Member involvement. It was agreed that advice should be taken from Licensing

Officers as to whether greater Member involvement was required. In principle, it was agreed that where possible Officers should make the decisions where they were able to, bringing only those that could not be determined before Members.

The Head of Public Protection asked Members to support the issue of training. Regular training on safeguarding issues was offered to Licensing Members and only Members who had undertaken training were able to sit on the sub-committee. Members supported that Licensing Members should be subject to continuous training.

34 Scrutiny of the progress in delivering the Council's Financial Strategy

The Director of Commissioning stated that the Council was undergoing a period of unprecedented change and had already made significant financial savings and was working to a Business Plan to further reduce spending.

Referring to the reports despatched with the agenda, the Director of Commissioning stated that the Council was in Year 1 of the current cycle and £40m of savings had been identified. Some of which had been achieved, some were proving more difficult and Officers were having to look to other areas. He continued that some of the savings were taking longer to achieve than anticipated and there had to be some flexibility in the Business Plan.

The Commissioning Director identified the areas of interest to the Committee as business growth, public protection, transport and housing.

He continued to outline that the predicted savings for year 1 were in the region of £2.45m, and had been identified as attainable and agreed by Finance as such. In year 2, it was anticipated that £800,060 would be saved and £1.7m for year 3. Using the RAG system, savings for Year 2 were categorised as green and amber, but savings for Year 3 were amber and red. This pattern mirrored what was happening across the Council.

The Commissioning Director continued that the service areas of the Council under the remit of the Committee were undergoing re-design. It was noted that Members were aware of and involved in the Economic Re-design work, a business plan had been approved by Cabinet to combine Public Protection and business management into a new unit called RABBS which would be transferring to ip&e in April 2015. The Portfolio Holder for Transport added that transport services were feeding into a wider transport review with a specific area of public transport and the achievement of efficiency savings. The Commissioning Director continued that CCTV provision had been transferred from Customer Services to Public Health as it was recognised as a community safety issue.

It was noted that within the Housing section £500,000 would be saved in year 1, but savings in the next two years would be more challenging to find and depended on the co-operation of partner organisations.

A Member commented that the committee had received a presentation on the Tourism Economy at a previous meeting and no reference had been made to the £300,000 cuts in funding to be made. The Commissioning Director explained that

some of the savings would be made through efficiency savings, others would be achieved through the increased use of commissioning, with other bodies taking on services previously provided by the Council. The Commissioning Director replied that he was confident that savings could be made without diminishing services.

A Member observed that this report covered a huge area of Council work, which made it difficult to focus on particular items. She asked the Commissioning Director to comment on outcomes and satisfaction for the people of the County. She gave the example of Much Wenlock museum where much of the responsibility for its running had been transferred to the Parish Council and Volunteers. She asked for comment regarding how the repetition of this experience would affect the County's infrastructure. The Commissioning Director stated that it had been recognised that in some instances services were better co-ordinated and delivered at a local level. Conversations were being held within communities, although it was recognised that some communities were more active than others.

It was noted that the Voluntary Sector had been receiving support and the Council had been building capacity within it to enable it to take on greater responsibility for the provision of services. Work had been done with the Shropshire Providers Consortium to ensure that they could successfully bid for contracts. The Business Strategy had identified the importance of ensuring that money spent by the Council remained in Shropshire.

A Member asked how synergy across the Council was being achieved, where an area of reduced spending could prevent the provision of a service in another area. The Commissioning Director explained that Directors and Cabinet met regularly to review progress, and all sections had checks and balances in place to reduce the risk of this happening. The Commissioning Director commented that unforeseen circumstances could have a detrimental effect on planned savings, which is why they were not categorised as green until Finance agreed that they had been achieved.

A Member requested information on changes in the business rates system. The Portfolio Holder for Strategic Planning, Planning, Housing and Commissioning suggested that the Scrutiny Committee may wish to consider this issue as part of its future work programme.

A further question was asked about the increase in planning applications and the department's capacity to handle this. The Portfolio Holder for Planning replied that there had been a huge increase in planning applications which was putting pressure on the department additional staff had been recruited to cover the workload. More efficient working techniques were also being considered and the computer system was being upgraded.

The issue of public concern over the reduction in street lighting was raised. The Commissioning Director suggested that this scheme had good support across the county but if Town Councils felt that they could better meet the needs of their area, the Council would be happy to negotiate the transfer of lighting to them.

A Member raised concerns about the lack of public consultation for the closure of buildings and services. She continued to voice concern regarding lack of investment. A Member replied that he understood that the Administration did not just intend to

make savings but also intended to improve services. He asked for evidence of service improvement and investment.

The Performance and Design Team Leader introduced the Dash Boards that brought together financial and business information.

New Homes: the number of affordable new homes had reduced whilst the number of households on the Council Tax register had increased.

A Member commented that the average house price was 7.42 times that of the average earnings figure which remained above the West Midlands average, he suggested that this should be considered with the affordable housing figures. The Performance and Design Team Leader replied that when looking at the statistics Members should be aware that those living in the County but working out of it tended to have higher earnings than those living in the County. There were also issues with social housing and right to buy.

Jobseekers: those claiming Jobseekers Allowance had reduced. The Performance and Design Team Leader continued that those claiming Jobseekers allowance pulled most strongly on Council Services, by stimulating opportunities for employment and getting claimants back into work it helped employers, and the local economy.

Qualifications: there were a high number of people with NVQ level 4 qualifications but no information on whether they were using these. The dashboard showed that Shropshire had a higher percentage of lower qualified people than the Regional/National average. The Performance and Design Team Leader continued that this may lead to examination of whether pupils leaving school had the right qualifications to promote the economy.

RESOLVED:

- i. That it be noted that the areas within the remit of the Enterprise and Growth Scrutiny Committee were green for Year 1 but there could be cause for concern in Years 2 and 3;
- ii. That concerns regarding the tourism economy be noted; and
- iii. That the importance of the economy as a priority within the revised Business Plan for the next 2 years be endorsed.

35 Future Work Programme for the Enterprise and Growth Scrutiny Committee

RESOLVED:

That the Future Work Plan be noted and consideration be given to adding Business Rates as a future work area for the Committee.

36 Dates for Future Meetings

RESOLVED:

That the Committee next meets at 10.00am on Thursday 4th December 2014.

Signed (Chairman)

Date:

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Annual Scrutiny Work Programme

The use of a template has helped to focus the activity of Task and Finish groups, and is probably one reason why they have been so successful in probing specific issues over the life of the last council.

We would like to introduce something similar for Scrutiny so that Members have a better opportunity not only to suggest topics, but also understand why other members may be bringing forward their suggestions. The standardisation will also help to assess the relative merits of the topics brought forward and make prioritising and choosing between possibly competing topics easier and more transparent – because it will be a more objective process.

This template sets out the key features of topics for the Scrutiny Work Programme. Members proposing topics should be able to set out why the topic should be included in the work programme – and be able to indicate what the ‘Expected benefits/Outcomes’ will be.

If they have some ideas on the approach they believe should be used, who they would like to hear from in the work, and the types of evidence they want to receive they can also include this information. However this is not as essential because these elements of the work programme can be worked up with support from relevant officers once the topic has been agreed for inclusion by the Scrutiny Committee and the Scrutiny Chairs.

Timescales for completion and inclusion in the schedule of Scrutiny Committee meetings will also be confirmed when the approach that will be used to undertake the work and any more detailed Terms of Reference [and Project Plan e.g. for Task and Finish group Work] have been agreed.

Evaluating the proposed topics

The following criteria should be used by the Scrutiny Committee and will be used the Scrutiny Chairs to support their evaluating and prioritising each proposed topic for the Scrutiny Committee work programmes. With support from Officers the Scrutiny Chairs will co-ordinate topics that would fall within more than one Committee, identifying where joint working will take place or which Committee will take the lead.

CRITERIA FOR SELECTING TOPIC	CRITERIA FOR POSSIBLY REJECTING TOPIC
<ul style="list-style-type: none">• Does the issue affect more than one area in the county?• Is it a key issue for the public?• Is it or has it been a poor performing service?• Is there or has there been a high level of user dissatisfaction with the service?• Is there a high level of budgetary commitment to the service?• Is there a pattern of budgetary overspends?• Does the topic relate to the Council corporate priorities / central government priorities?• Has new government guidance or legislation been released?• Is there scope to involve the service users/ the public in a review?• Can scrutiny members reasonably expect to add value?	<ul style="list-style-type: none">• Is the issue being, or soon to be, examined by Cabinet/officer group/other internal body and changes imminent?• Is new legislation or guidance expected within the next year?• Has the topic been covered by an in-depth scrutiny review in the 3 years?• Is the topic being proposed because of an individual complaint?

Scrutiny Committee Work Programme Template – Guiding Questions For Suggesting Topics and Completion

Topic	Expect Benefits/Outcomes	Approach	Activities	Witnesses/ Evidence required	Resources and other requirements	Lead Committee/ Lead Scrutiny Member
	<ul style="list-style-type: none"> • What do you want to achieve by looking at this topic? • What difference will Scrutiny make by looking at the topic have? • How will you know that you have made a difference? • How does this topic further the priorities of the Council? • How does this topic address concerns/issues raised by the community? • What value will scrutinising this topic add? • Will service users and the public be involved in the work? <p>Overall view – will the impact of the scrutiny be more than the cost of doing it? Is it worth the investment?</p>	<p>What is the best way for you to scrutinise the topic to achieve your outcomes?</p> <p>e.g.</p> <ul style="list-style-type: none"> • Task and finish groups • Select Committee (including preparation and pre-meeting) • Concurrent meetings on a single topic 	<p>How would you undertake your scrutiny activity?</p> <p>e.g.</p> <ul style="list-style-type: none"> • Sites visits • Live audio or video streaming • Member led research • Desk based research • Visits to other counties • Focus groups • Meeting people in the community • Customer experience • Preparation for Select Committee • Opportunity Risk Assessments 	<p>Who do you need to hear from? e.g.</p> <ul style="list-style-type: none"> • Which officers • Which organisations • Individuals • Community reps <p>What do you need to know? e.g.</p> <ul style="list-style-type: none"> • Service user experience • Customer intelligence • Performance information • Service usage information • Cost and budget information <p>How do you want to receive it?</p> <ul style="list-style-type: none"> • Presentations • Reports • Briefing papers • Graphs • Tables • Videos 	<p>What do you need to have to support you to deliver your work?</p> <p>e.g.</p> <ul style="list-style-type: none"> • How much Scrutiny officer support time? • How much member time? • What type of skills? • Any budget requirement e.g. to cover cost of travel, surveys, focus groups? • Is there anything that you need to have in place before you start or to finish your work? i.e. Dependences and interdependences 	<p>e.g.</p> <ul style="list-style-type: none"> • Identify specific committee or whether a joint exercise • Identify Lead Scrutiny Member

Scrutiny Committee Work Programme Topics, 2014-15

Committee: Enterprise and Growth Scrutiny Committee

Topic	Expect Benefits/Outcomes	Approach	Activities	Witnesses/ Evidence required	Resources and other requirements	Lead Committee/ Lead Scrutiny Member
Economic Redesign Work	<p>To use Members' experience and knowledge to act as critical friend in the Economic Redesign Work which will improve the economy of Shropshire</p> <p>Supporting effective commissioning</p> <p>Contributing to the shaping of improved systems and processes for the Council</p> <p>Supporting transformation of services/transition to different delivery models</p>	<p>Initial report and Presentation to the Committee by Economic Growth Programme Manager for context and understanding</p> <p>Task and Finish group to work alongside Economic Redesign work timetable – feeding in views to decision accelerator events</p>	<p>Site visits to see the project in Minsterley and Pontesbury</p> <p>Meeting people in the community</p> <p>Desk based research</p>	<p>Economic Redesign Work programme</p> <p>Claire Cox and Redesign Team</p> <p>The difference between current and future Council support for the economy</p> <p>Portfolio Holder/s</p>	<p>Officer time</p> <p>Claire Cox and Redesign Team</p> <p>Potential Site visit costs</p>	Cllr Steve Davenport
Fulcrum (formally known as RaBBS)	<p>Paul McCreary invited to attend Committee to answer questions and concerns raised by the RAG and the Committee. To then explore if further work is required.</p> <p>To understand new Public Protection working methods and any conflicts that this may cause.</p>	<p>Briefing paper to be sent to Members on new operating model, with an Officer to attend committee to answer questions.</p>	<p>Members to Question the Head of Public Protection with a view to deciding whether further scrutiny is required. If so, to establish the remit of investigation and to scope that enquiry which may take the form of rapid action task</p>	<p>Paul McCreary</p> <p>Users of Fulcrum Services</p> <p>Portfolio Holder/s</p>	<p>Officer time</p>	Cllr Steve Davenport

Topic	Expect Benefits/Outcomes	Approach	Activities	Witnesses/ Evidence required	Resources and other requirements	Lead Committee/ Lead Scrutiny Member
			and finish group			
Tourism	<p>To explore if further work is required on Tourism and the Visitor Economy following the implementations of recommendations from the Enterprise and Growth Scrutiny Committee Task and Finish Group in 2011.</p> <p>Following the formation of the Bridgnorth Tourism Group, Destination Partnerships have now been set up throughout the County and the Committee may wish to explore how effectively these work together and whether coverage of the County is now sufficiently comprehensive.</p>	<p>Briefing Paper sent to Members for review informing Members of the outcomes from earlier work. Also to include subsequent increase in service provision.</p> <p>Tourism Officer to attend Committee to answer Members' questions arising from the briefing paper</p>	<p>Members to question the Tourism Officer with a view to deciding whether further scrutiny action is required.</p> <p>If so, to establish the remit of investigations and to scope that enquiry which may take the form of a one item agenda meeting of the committee or the establishment of a rapid action task and finish group.</p>	<p>Louse Cross</p> <p>Any local businesses / representatives of the local tourism partnerships / members of the public</p> <p>Portfolio Holder/s</p>	<p>Officer Time</p> <p>Tourism strategy</p>	Cllr Steve Davenport
Shropshire Economic Growth Strategy	<p>Annual review of the Shropshire Economic Growth Strategy which the Committee had an active role in developing and monitoring.</p> <p>To ensure that the strategy is still current and of benefit to the economy of Shropshire.</p>	One item Agenda for Committee to monitor the progress of strategy.	Members to have the opportunity to receive feedback from the Shropshire Business Board Chair and Chief Executive of the Chamber of Commerce on the effectiveness of the strategy.	<p>Shropshire Business Board Chair Mandy Thorn</p> <p>Chief Executive of Chamber of Commerce Richard Sheehan</p> <p>Portfolio Holder/s</p>	<p>Officer Time</p> <p>Shropshire Economic Growth Strategy</p> <p>Mark Pembleton</p>	Cllr Steve Davenport

Topic	Expect Benefits/Outcomes	Approach	Activities	Witnesses/ Evidence required	Resources and other requirements	Lead Committee/ Lead Scrutiny Member
Planning- broad scope	To explore if further work is needed on the working of the Planning Committees	<p>Briefing Paper sent to Members for review informing Members of the outcomes from earlier work.</p> <p>Planning Officer to attend Committee to answer Members' questions arising from the briefing paper</p>	<p>Members to question the Planning Officer with a view to deciding whether further scrutiny action is required.</p> <p>If so, to establish the remit of investigations and to scope that enquiry which may take the form of a one item agenda meeting of the committee or the establishment of a rapid action task and finish group.</p>	<p>Planning Officers</p> <p>Portfolio Holder</p>	Officer time	Cllr Steve Davenport
Telecom Connectivity	To review the service provided by the telecommunications companies since the final report of the Task and Finish Group previously established to examine this.	<p>Briefing Paper sent to Members for review informing Members of the outcomes from earlier work.</p> <p>Officer to attend Committee to answer Members' questions arising from the briefing paper</p>	For Members to have the opportunity to receive feed-back from representatives of the telecommunication s industry on the provision of service in the County	<p>Representative s from telecommunications industry</p> <p>Representative from the Shropshire Business Board</p>	<p>Mark Pembleton</p> <p>Officer time</p>	Cllr Steve Davenport

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THE CABINET FORWARD PLAN

This Notice, known as the Cabinet Forward Plan, sets out the Decisions, including Key Decisions, which are likely to be taken during the period covered by the Plan by either Cabinet as a whole or by individual members of the Executive. The Plan is updated each month and at least 28 clear days before a key decision is to be taken and is available from Council Offices, libraries and on the Council's Internet site (www.shropshire.gov.uk). This edition supersedes all previous editions.

Further Information

Cabinet is comprised of the following members: Mr K Barrow (Leader); Mrs A Hartley (Deputy Leader); Mr T Barker; Mr G butler; Mrs K Calder; Mr L Chapman; Mr S Charmley; Mr M Owen; Mr M Price; and Mrs C Wild. To view more details, please click on the following link :
<http://shropshire.gov.uk/committee-services/mgCommitteeDetails.aspx?ID=130>

A Key Decision is one which is likely to result in income, expenditure or savings of £500,000 or greater, or to have a significant effect, on, two or more Electoral Divisions. In two member divisions i.e. Oswestry and Market Drayton, these are to be treated for the purpose of a key decision as two divisions.

Members of the public are welcome to attend full Cabinet meetings and ask a question and/or make a statement in accordance with the Council's Procedure Rules. If you would like further details please email penny.chamberlain@shropshire.gov.uk or telephone 01743 252729.

Members of the public are also welcome to submit a request to address or to ask a question of the Member making the Portfolio Holder decision. Any request should be submitted in writing to the Chief Executive at the address below by no later than 2 clear working days before the proposed Member Session. This is to ensure that the individual member has sufficient time to decide whether or not to hear such persons and if so the arrangements to be made. If you would like further details please telephone 01743 252729 or email penny.chamberlain@shropshire.gov.uk.

All Executive including individual member decisions (except in extreme urgency) are subject to call-in and Scrutiny.

Documents submitted for decision will be a formal report, which if public, will be available on this website at least 5 clear working days before the date the decision can be made. If you would like to request such a document, please email penny.chamberlain@shropshire.gov.uk or telephone 01743 252729.

Documents shown are listed at Shropshire Council, The Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND.

CABINET FORWARD PLAN FOR 3 NOVEMBER 2014 ONWARDS

DECISION MAKER - Cabinet 10 December 2014

Date of Meeting	Purpose and Report title	Key Decision	Portfolio Holder	Report Exempt / confidential	Contact for further information re documents / report to be submitted to decision maker	Date Uploaded onto Plan
Wednesday, 10 December 2014	Performance Management Scrutiny Committee - Report of Public Service Network Task & Finish Group	Yes	Portfolio Holder for Resources, Finance and Support		Nigel Bishop, Head of Service Support, Marketing and Engagement Tel: 01743 252348 nigel.bishop@shropshire.gov.uk	Thursday, 16 October 2014
Wednesday, 10 December 2014	Financial Strategy 2014/15 - 2024/25 - Report 3	Yes	Portfolio Holder for Resources, Finance and Support		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	Friday, 30 May 2014
Wednesday, 10 December 2014	Treasury Management Update - Quarter 2 2014/15	Yes	Portfolio Holder for Resources, Finance and Support		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	Friday, 30 May 2014
Wednesday, 10 December 2014	Treasury Strategy 2014/15 - Mid Year Review	Yes	Portfolio Holder for Resources, Finance and Support		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	Friday, 30 May 2014

Wednesday, 10 December 2014	Setting the Council Tax Taxbase for 2015/16	Yes	Portfolio Holder for Resources, Finance and Support		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	Friday, 30 May 2014
Wednesday, 10 December 2014	Fees & Charges 2015/16	Yes	Portfolio Holder for Resources, Finance and Support		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	Friday, 30 May 2014
Wednesday, 10 December 2014	Shropshire Schools Funding Formula 2015 to 2016	Yes	Deputy Leader of the Council and Portfolio Holder for Children's Services, Transformation and Safeguarding		Karen Bradshaw, Director of Children's Services Tel: 01743 254201 Karen.Bradshaw@shropshire.gov.uk	Monday, 6 October 2014
Wednesday, 10 December 2014	Quarter 2 2014/15 Performance report	No	Portfolio Holder for Transformation Performance		Tom Dodds, Performance Manager Tel: 01743 252011 tom.dodds@shropshire.gov.uk	Monday, 1 September 2014
Wednesday, 10 December 2014	Customer Involvement Strategy	Yes	Portfolio Holder for Resources, Finance and Support		Nigel Bishop, Head of Service Support, Marketing and Engagement Tel: 01743 252348 nigel.bishop@shropshire.gov.uk	Thursday, 30 October 2014

Wednesday, 10 December 2014	Review of Local Joint Committee areas Recommendations from Cabinet will be referred to Council on 18 December 2014.	No			Neil Willcox, Local Commissioning Manager Tel: 01743 255051 neil.willcox@shropshire.gov.uk	Tuesday, 25 November 2014
Wednesday, 10 December 2014	Shropshire Council Smallholding Estate	Yes	Mike Owen, Portfolio Holder	Exempt	Steph Jackson, Head of Commercial Services Tel: 01743 253862 steph.jackson@shropshire.gov.uk	Thursday, 4 September 2014
Wednesday, 10 December 2014	Shrewsbury West Sustainable Urban Extension: Implementation of the development including costs and contributions to development and infrastructure	Yes	Portfolio Holder for Planning, Housing and Commissioning (Central)	Exempt	Chris Hill, Team Leader Investment and Infrastructure, Business and Enterprise Team Tel: 01743 252273 chris.hill@shropshire.gov.uk	Tuesday, 24 September 2013
Wednesday, 10 December 2014	Marches Local Enterprise Partnership Local Growth Fund and Priority Projects	Yes	Portfolio Holder for Business Growth, ip&e and Commissioning (North)	Exempt	Andrew M Evans, Head of Business Growth and Prosperity Tel: 01743 253869 andy.evans@shropshire.gov.uk	Tuesday, 26 August 2014
Wednesday, 10 December 2014	Connecting Shropshire - Phase 2 Procurement	Yes	Portfolio Holder for Business Growth, ip&e and Commissioning (North)	Exempt	Andrew M Evans, Head of Business Growth and Prosperity Tel: 01743 253869 andy.evans@shropshire.gov.uk	Friday, 26 September 2014

Date of Meeting	Purpose and Report title	Key Decision	Portfolio Holder	Report Exempt / confidential	Contact for further information re documents / report to be submitted to decision maker	Date Uploaded onto Plan
Wednesday, 11 February 2015	Revenue Monitor Quarter 3 2014 to 2015	Yes	Portfolio Holder for Resources, Finance and Support		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	Thursday, 31 July 2014
Wednesday, 11 February 2015	Capital Monitor Report Quarter 3 2014 to 2015	Yes	Portfolio Holder for Resources, Finance and Support		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	Thursday, 31 July 2014
Wednesday, 11 February 2015	Financial Strategy 2014 to 2015 final report	Yes	Portfolio Holder for Resources, Finance and Support		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	Thursday, 31 July 2014
Wednesday, 11 February 2015	Robustness of Estimates and Adequacy of Reserves	Yes	Portfolio Holder for Resources, Finance and Support		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	Thursday, 31 July 2014

Wednesday, 11 February 2015	Estimate Collection Fund Outturn 2014 to 2015	Yes	Portfolio Holder for Resources, Finance and Support		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	Thursday, 31 July 2014
Wednesday, 11 February 2015	Treasury Management Update Quarter 3 2014 to 2015	Yes	Portfolio Holder for Resources, Finance and Support		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	Thursday, 31 July 2014
Wednesday, 11 February 2015	Treasury Strategy 2015 to 2016	Yes	Portfolio Holder for Resources, Finance and Support		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	Thursday, 31 July 2014
Wednesday, 11 February 2015	Capital Strategy 2014 to 2015 and 2018 to 2019 final report	Yes	Portfolio Holder for Resources, Finance and Support		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	Thursday, 31 July 2014
Wednesday, 11 February 2015	Housing Revenue Account 2014 to 2015	Yes	Portfolio Holder for Resources, Finance and Support		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	Thursday, 31 July 2014

Wednesday, 11 February 2015	Discretionary Housing Payments Policy and Local Support and Prevention Fund Policy	Yes	Portfolio Holder for Resources, Finance and Support		Nigel Bishop, Head of Service Support, Marketing and Engagement Tel: 01743 252348 nigel.bishop@shropshire.gov.uk	Thursday, 16 October 2014
Wednesday, 11 February 2015	Asset Management Strategy	Yes	Portfolio Holder for Resources, Finance and Support		Steph Jackson, Head of Commercial Services Tel: 01743 253862 steph.jackson@shropshire.gov.uk	Thursday, 6 November 2014
Wednesday, 11 February 2015	ICT Strategy Development	Yes	Portfolio Holder for Resources, Finance and Support		Nigel Bishop, Head of Service Support, Marketing and Engagement Tel: 01743 252348 nigel.bishop@shropshire.gov.uk	Thursday, 30 October 2014
Wednesday, 11 February 2015	Proposed IT Infrastructure	Yes	Portfolio Holder for Resources, Finance and Support		Nigel Bishop, Head of Service Support, Marketing and Engagement Tel: 01743 252348 nigel.bishop@shropshire.gov.uk	Tuesday, 11 November 2014
Wednesday, 11 February 2015	Quarter 3 2014/15 Performance Report	No	Portfolio Holder for Transformation Performance		Tom Dodds, Performance Manager Tel: 01743 252011 tom.dodds@shropshire.gov.uk	Monday, 1 September 2014
Wednesday, 11 February 2015	Shrewsbury Town Council Service Level Agreement For Grounds Maintenance Works	Yes	Deputy Portfolio Holder for Highways/Transport/Commissioning	Exempt	Chris Edwards, Area Commissioner South chris.edwards@shropshire.gov.uk	Monday, 6 October 2014

Wednesday, 11 February 2015	Albert Road Day Opportunities contract award	Yes	Portfolio Holder for Adult Services and Commissioning (South)	Exempt	Ruth Houghton, Head of Social Care Improvement and Efficiency Tel: 01743 254203 ruth.houghton@shropshire.gov.uk	Thursday, 30 October 2014
Wednesday, 11 February 2015	Aquamira and Albert Road Day Opportunities Contract Award Cabinet will consider an exempt report by the Head of Social Care Improvement and Efficiency on the Aquamira and Albert Road Day Opportunities Contract Award.	Yes	Portfolio Holder for Adult Services and Commissioning (South)	Exempt	Ruth Houghton, Head of Social Care Improvement and Efficiency Tel: 01743 254203 ruth.houghton@shropshire.gov.uk	Friday, 28 February 2014
Wednesday, 11 February 2015	Kempsfield Residential Care Home Contract Award Cabinet will consider an exempt report by the Head of Social Care Improvement and Efficiency on the contract award for Kempsfield Residential Care Home.	Yes	Portfolio Holder for Adult Services and Commissioning (South)	Exempt	Ruth Houghton, Head of Social Care Improvement and Efficiency Tel: 01743 254203 ruth.houghton@shropshire.gov.uk	Friday, 28 February 2014
Wednesday, 11 February 2015	Avalon Day Opportunities Contract Award	Yes	Portfolio Holder for Adult Services and Commissioning (South)	Exempt	Ruth Houghton, Head of Social Care Improvement and Efficiency Tel: 01743 254203 ruth.houghton@shropshire.gov.uk	Monday, 13 October 2014

Wednesday, 11 February 2015	Final Business Case for the Development of a new delivery model for Planning, Public Protection, Environmental and Business Support Services	Yes	Malcolm Price, Portfolio Holder	Exempt	Paul McGreary, Head of Public Protection Tel: 01743 253868 paul.mcgreary@shropshire.gov.uk	Thursday, 31 July 2014
DECISION MAKER - Cabinet - 8th April 2015						
Date of Meeting	Purpose and Report title	Key Decision	Portfolio Holder	Report Exempt / confidential	Contact for further information re documents / report to be submitted to decision maker	Date Uploaded onto Plan
Wednesday, 8 April 2015	Improved Swimming Facilities for Shrewsbury	Yes	Portfolio Holder for Leisure, Libraries and Culture		George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk	Thursday, 31 July 2014
DECISION MAKER - Portfolio Holder for Adult Services and Commissioning (South) - Lee Chapman - no items known to date						
Date of Meeting	Purpose and Report title	Key Decision	Portfolio Holder	Report Exempt / confidential	Contact for further information re documents / report to be submitted to decision maker	Date Uploaded onto Plan
DECISION MAKER - Deputy Leader and Portfolio Holder for Children's Services - Ann Hartley						
Date of Meeting	Purpose and Report title	Key Decision	Portfolio Holder	Report Exempt / confidential	Contact for further information re documents / report to be submitted to decision maker	Date Uploaded onto Plan

Wednesday, 19 November 2014	Special Educational Needs - development of hub	Yes	Deputy Leader of the Council and Portfolio Holder for Children's Services, Transformation and Safeguarding		Anne Gribbin anne.gribbin@shropshire.gov.uk	Monday, 6 October 2014
DECISION MAKER - Portfolio Holder for Health - Karen Calder						
Date of Meeting	Purpose and Report title	Key Decision	Portfolio Holder	Report Exempt / confidential	Contact for further information re documents / report to be submitted to decision maker	Date Uploaded onto Plan
Not before Friday, 7th November, 2014	Location of Offices used by the Registrar's Service The Portfolio Holder for Health will consider a report by the Registration and Coroners Services Manager/Superintendent Registrar on the future location of offices used by the Registrar's Service.	Yes	Portfolio Holder for Health		Karen Burton, Registration and Coroners Service Manager Tel: 01743 281356 karen.burton@shropshire.gov.uk 01743 281356 karen.burton@shropshire.gov.uk	Friday, 28 February 2014
DECISION MAKER - Portfolio Holder for Business Growth, ip&e and Commissioning (North) - no items known to date						
Date of Meeting	Purpose and Report title	Key Decision	Portfolio Holder	Report Exempt / confidential	Contact for further information re documents / report to be submitted to decision maker	Date Uploaded onto Plan
DECISION MAKER - Portfolio Holder for Highways and Transport - Claire Wild						
Date of Meeting	Purpose and Report title	Key Decision	Portfolio Holder	Report Exempt /	Contact for further information re documents /	Date Uploaded

				confidential	report to be submitted to decision maker	onto Plan
Not before Friday, 7th November , 2014	Targeted De-commissioning and Removal of Non-Essential Street Lights The Portfolio Holder for Highways and Transport – Cllr Claire Wild – will consider a report on the targeted decommissioning and removal of non-essential street lights.	Yes	Claire Wild, Portfolio Holder		George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk	Tuesday, 21 January 2014
DECISION MAKER - Portfolio Holder for Leisure, Libraries and Culture - Gwilym Butler - no items known to date						
Date of Meeting	Purpose and Report title	Key Decision	Portfolio Holder	Report Exempt / confidential	Contact for further information re documents / report to be submitted to decision maker	Date Uploaded onto Plan
DECISION MAKER - Portfolio Holder for Performance - Tim Barker - no items known to date						
Date of Meeting	Purpose and Report title	Key Decision	Portfolio Holder	Report Exempt / confidential	Contact for further information re documents / report to be submitted to decision maker	Date Uploaded onto Plan
DECISION MAKER - Portfolio Holder for Planning, Housing and Commissioning (Central) - Malcolm Price						
Date of Meeting	Purpose and Report title	Key Decision	Portfolio Holder	Report Exempt / confidential	Contact for further information re documents / report to be submitted to decision maker	Date Uploaded onto Plan

Not before Friday, 7th November, 2014	Minor Amendments to the Shropshire Affordable Housing Allocations Policy and Scheme	Yes	Portfolio Holder for Planning, Housing and Commissioning (Central)		Andy Begley andy.begley@shropshire.gov.uk	Thursday, 28 August 2014
Monday, 10 November 2014	Empty Homes Strategy 2014 to 2017	Yes	Portfolio Holder for Planning, Housing and Commissioning (Central)		Karen Collier, Service Manager - Environmental Health Tel: 01743 251711 karen.collier@shropshire.gov.uk	Friday, 12 September 2014
Thursday, 8 January 2015	Collaborative Working Proposal for the Management of Local Flood Risk between Shropshire Council and Staffordshire County Council	Yes	Malcolm Price, Portfolio Holder			Thursday, 17 July 2014
DECISION MAKER - Portfolio Holder for Resources, Finance and Support - Mike Owen						
Date of Meeting	Purpose and Report title	Key Decision	Portfolio Holder	Report Exempt / confidential	Contact for further information re documents / report to be submitted to decision maker	Date Uploaded onto Plan
DECISION MAKER - Portfolio Holder for Resources, Finance and Support - Mike Owen						
Date of Meeting	Purpose and Report title	Key Decision	Portfolio Holder	Report Exempt / confidential	Contact for further information re documents / report to be submitted to decision maker	Date Uploaded onto Plan

Tuesday, 2 December 2014	Annual Report on Health and Safety Performance for 2013 to 2104	No	Portfolio Holder for Resources, Finance and Support		Carol Fox, Health and Safety Manager Tel: 07143 252814 carol.fox@shropshire.gov.u k	Friday, 17 October 2014
Tuesday, 2 December 2014	Annual Report on Health and Safety Performance for 2013 to 2104	No	Portfolio Holder for Resources, Finance and Support		Carol Fox, Health and Safety Manager Tel: 07143 252814 carol.fox@shropshire.gov.u k	Friday, 17 October 2014

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