



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

Date: Wednesday, 22 July 2015
My Ref:
Your Ref:

Committee:
Enterprise and Growth Scrutiny Committee

Date: Thursday, 30 July 2015
Time: 10.00 am
Venue: Shrewsbury/Oswestry Room, Shirehall, Abbey Foregate,
Shrewsbury, Shropshire, SY2 6ND

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

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

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 - 4)

To consider the minutes of the Enterprise and Growth Committee held on 2nd July 2015.

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 27th July 2015.

5 Member Question Time

To receive any questions, statements and petitions of which Members of the Council have given notice. Deadline for notification is 5.00pm on Monday 27th July 2015.

6 Tourism Update

To receive an update from the Visitor Economy Team on the changes to the Council's approach to supporting the tourism sector. With a brief update on the current work of the Council with the Destination Partnerships to implement the tourism strategies.

7 Economic Growth Redesign Update

A verbal update from the Programme Manager for Economic Growth on the progress of the implementation of the Economic Growth Redesign Task and Finish Group recommendations.

8 Planning Committee Task and Finish Group Report (Pages 5 - 16)

To consider the report of the Planning Committee Task and Finish Group and make recommendations to the Portfolio Holder for Regulatory Services, Housing and Commissioning [Central]

9 Future Work Programme for the Enterprise and Growth Scrutiny Committee (Pages 17 - 36)

To consider the work programme.

10 Date of Next Meeting

Tuesday 22nd September 2015

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Enterprise and
Growth Scrutiny
Committee

30 July 2015

10.00 am

Item
3

Public

**MINUTES OF THE ENTERPRISE AND GROWTH SCRUTINY COMMITTEE MEETING
HELD ON 2 JULY 2015
10.00 AM - 11.15 AM**

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

Present

Councillor Steve Davenport (Chairman)
Councillors Dean Carroll (Vice Chairman), Andrew Bannerman, Nicholas Bardsley,
Charlotte Barnes, John Hurst-Knight, Jean Jones, William Parr and Peter Cherrington
(Substitute) (substitute for Pauline Dee)

13 Apologies for Absence and Substitutes

Apologies were received from Councillor Pauline Dee.

Councillor Peter Cherrington attended as substitute for Councillor Pauline Dee.

14 Disclosable Pecuniary Interests

There were none disclosed.

15 Minutes

RESOLVED:

That the Minutes of the meeting held on 11th June 2015 be approved as a correct record and signed by the Chairman.

16 Public Question Time

There were no public questions.

17 Member Question Time

There were no questions from Members.

18 Marches Local Enterprise Partnership [LEP] Update

Gill Hamer, Marches Local Enterprise Partnership (LEP) Director thanked Members for inviting her to talk to them about the work of the LEP. She introduced Graham Wynn, Marches LEP Chairman, and Mandy Thorn, Chair of the Shropshire Business Board, also a Board Member of the Marches LEP. She explained that the Marches LEP had been established in 2011 and was one of 39 across England. Since the previous attendance at Committee by a LEP representative in March 2013, the Marches LEP had progressed to delivery mode.

She referred Members to a tabled LEP Briefing Paper [copy attached to signed minutes]. She explained that the Strategic Economic Plan setting out the LEP's economic growth priorities was a Government requirement and had been in the public domain since April 2014. £75m had been secured under Growth Deal 1 to support economic growth in the Marches area. It was anticipated that the projects funded by this award would be ongoing until 2021 and would achieve a further £20m of funding from the private sector.

Members noted that projects in Shropshire included the Shrewsbury Integrated Transport Package and the Oxon Link Road.

The LEP Director continued that the Marches LEP had also achieved an additional £7.7m of funding through the Growth Deal Extension for broadband infrastructure; £5.02m of which was allocated to Shropshire. The Marches LEP had also secured a special rate Public Works Loan Board loan of £17.3m for the University Centre Shrewsbury.

In response to a Member's query about the future of LEPs, the Director stated that LEP representatives from the Midlands region had been meeting with Government representatives regarding economic growth and how it was to be achieved. LEP representatives had been reassured to hear that LEPs were central to the Government's plans to deliver growth. Members noted that a Government announcement was expected on 8th July 2015 regarding Core Funding.

A Member asked for information on the location of the physical Shropshire Growth Hub planned for Shrewsbury. The Director confirmed that a location had not yet been identified. She continued that there was no core funding available for its establishment and running costs, but the LEP had allocated £15k for each of the three physical Growth Hubs. The other two hubs were to be located in Telford and Hereford. She continued that BIS had awarded £250k for the development and running of the virtual hub which would run alongside the physical hubs. In response to a Member's question about the criteria for success, the Director replied that success criteria would be identified and applied by the Board.

In response to concerns expressed by Members about the move towards regionalisation, the Director explained that representatives from the Marches LEP met bi-monthly in Birmingham with representatives from the five other LEPs in the West Midlands area. They were working to ensure that the Marches area was not disenfranchised from city deals and were making the case to ensure Government recognition of the region and its potential to develop. There were also meetings with LEP representatives from the wider Midlands area, with work being undertaken on the strategic connectivity of the area between the Northern Powerhouse area and London. She continued that unlike the North, the Midlands was not being led by public sector funding but by the business community through the LEPs.

Members asked about the interaction between the Marches LEP's and other organisations. The Director confirmed that it was in regular contact with UKTI, Shrewsbury BID and the Chamber of Commerce. It was noted that the Chamber of Commerce was being invited to nominate a representative to join the Growth Hub Steering Group.

A Member asked the Director to provide further information on The Marches Skills Capital Programme. The Director explained that the Marches LEP had secured £3.3m for 2016/17 which could be used by colleges of further education and private training providers, provided they could match fund the award they received. Eight expressions of interest had been received but this had diminished to four, as many colleges/training providers were experiencing reductions in funding and were unable to provide the required match funding. She continued that the Marches LEP was holding discussions with partners/stake holders to decide on the allocation of the funding for strategic projects in both the north and south of the LEP area. She added that manufacturing companies had identified issues with an ageing workforce and a lack of skilled workers to replace the existing employees as they reach retirement age. A mapping exercise was to be undertaken with large and small manufacturers to identify the mismatch in the skills provision. She offered to provide Members with information on the new Hotel and Catering College which had recently opened in Telford.

In response to a Member's question, the Director agreed that additional funding was expected for apprenticeships and employer engagement in the process.

The Director suggested that Members may wish to receive the Marches LEP Newsletter. She continued that she wished to express her appreciation to the Council for all the support the Marches LEP team had received, both in housing the organisation and providing Officer support to enable it to operate.

19 Empty Homes Strategy Task and Finish Group Report

The Empty Homes Officer introduced the Empty Homes Strategy Task and Finish Group Report and outlined its findings and recommendations. Members noted and endorsed the importance of Officers in different parts of the Council working together and moving away from the silo style of working.

In response to a Member's query, the Empty Homes Officer explained it was possible to accurately estimate the greater level of income that would be generated through

the Empty Homes Bonus from an increase in staff resources. She added that returning empty properties to use also had wider social benefit as well as the direct economic benefit to the Council.

Members noted the excellent performance of the Empty Homes Section in comparison to other local authorities. The Chairman of the Empty Homes Strategy Task and Finish Group added that the Group had observed that the Empty Homes Officers had a good operating model from which to expand.

RESOLVED:

That the Empty Homes Strategy Task and Finish Group Report be accepted and formally presented to the Portfolio Holder for consideration.

20 Future Work Programme for the Enterprise and Growth Scrutiny Committee

RESOLVED:

- i. that the next meeting of the Enterprise and Growth Scrutiny Committee receive an update on Tourism in the County and Tourism Officers be invited to attend and answer Members' questions; and
- ii. that the topic of apprenticeships be considered at a future meeting of the Committee.

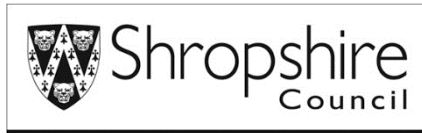
21 Dates for Future Meetings

RESOLVED:

That the Committee next meets at 10am on Thursday 30th July 2015.

Signed (Chairman)

Date:



<u>Committee and date</u>
30 th July 2015
Enterprise and Growth Scrutiny Committee

<u>Item No</u>
8
Public

REPORT OF THE TASK AND FINISH GROUP ON PLANNING

Contact: Steve Davenport, Chairman of Task and Finish Group
Email: steve.davenport@shropshire.gov.uk

1.0 Summary

- 1.1 This paper presents the report and recommendations of the 'Task and Finish Group on Planning' to the Enterprise and Growth Scrutiny Committee. Appendix A contains a full record of the work of, and evidence gathered by, the Group.
- 1.2 The Task and Finish group was initially convened in 2013 to look at the process of delivering planning committees in Shropshire in the face of significant financial pressure.
- 1.3 The task and finish group commissioned an online survey delivered to all Shropshire Council members and all Parish & Town Councils. A summary of the results of these surveys is included within the report at Appendix A
- 1.4 Having previously reviewed the planning committee process in Herefordshire the group visited Cheshire West & Chester Council and attended a planning committee meeting to review its procedures and the use of Information technology to webcast its meetings.

2.0 Main Findings

2.1 The Task and Finish Group find that:

- The Planning Service has come under significant pressure arising from an increase in complex and major planning applications beyond what is sustainable for the current resources. Additional resource is being procured but the impact of this is yet to be achieved.
- The Council's recruitment processes can be cumbersome and it is difficult to progress appointments quickly and efficiently resulting in further impacts to resourcing service delivery.
- Pressure on resources across the Council and a now rapidly changing planning policy context has further impacted on the performance of the service and the relationship with key stakeholder groups. This has placed the service under additional scrutiny

- Uncertainty over the planning policy context has put increased pressure from communities for applications to be considered by planning committee where these are locally unpopular in advance of the SAMDev Plan adoption
- Planning committees remain the environment where the most complex and controversial applications are considered.
- The effort to drive delegation up to 96% established by the previous Task & Finish Group in December 2013 has not been achieved. Delegation rates remain at 94% across the county although agenda lengths are currently within acceptable parameters.
- Stakeholders surveyed identified a number of detailed process points for consideration to enhance the service in terms of transparency and consistency of decision taking.
- There is some external pressure regarding the scheme of delegation and how it is applied with a concern expressed that some complex or controversial applications have been delegated to officers where in the view of objectors, committee determination may have been more appropriate. There are further queries about how the trigger referrals for committee are applied.
- There are differences in how processes are applied by each planning committee which should be changed to deliver a consistent service across the county.
- There remains a risk with three area committees that policy/process is not applied consistently across the county. The potential risk applies both to members and officers supporting the delivery of planning committee processes.

3.0 Recommendations

3.1 The Committee is asked to endorse the following recommendations and forward them to the Political Structures Monitoring Group and Portfolio Holder for Business & Regulatory Services & Commissioning (Central) as appropriate.

1. That until the SAMDev Plan is adopted there will continue to be elevated scrutiny over planning applications where the balance of planning judgments may be fluid and many of these may be complex or controversial. In this context there is little support at this time to review the format of planning committees. Therefore it is recommended to suspend a formal review of committee options and to make no change to the number of committees at this time. The focus will be on achieving consistency and efficiency to be achieved as follows:-
 - That Planning Committee Chairmen and Vice-Chairmen attend and observe the other Planning Committees in operation with the aim to increase consistency in practice between the Committees;

- Members to be provided with a programme of training and support to assist in decision taking;
- That consistent format is adopted by the Chairman for managing the meeting of the planning committee;
- Refine the committee trigger referral process so that there is a record of decisions taken by the Lead Officer in consultation with Committee Chairman;
- That delegated decision reports and Committee reports be clear, concise and consistent;
- That for the time being three Committees meeting monthly are retained and that the process be reconsidered 6 months after the adoption of the SAMDev Plan;
- That the Constitution is amended to prevent non-committee Members remaining at the Committee table and participating in debate concerning applications in their Wards and a system introduced to allow equal time of up to 5 minutes for the local member to speak and answer any questions of the committee whether they are a member of that committee or not;
- That an audio recording be made of planning committees as a record of the discussion and held for a period of 6 months to assist with any clarification or queries that subsequently arise from these meetings.
- That committee site visits be held on a separate date when this would create a more effective management of the committee day.
- That members are expected to attend committee site visits and if they are unable to attend a site visit they shall declare this at the committee meeting and confirm whether this has affected their consideration of the application.
- That means of communicating decisions pending S106 to parish and town councils are identified within the online planning register.
- That delegated officer reports be made public as soon as practicable and to make the status of the application clear where there is a resolution to permit and the decision is subject to a S106 legal agreement.

4.0 Risk Assessment and Opportunities Appraisal

The following risks have been identified:

Not achieving the required levels of delegation	Delegation levels need to be maintained to compensate for lack of capacity. Failure to achieve this will place stresses on the planning system which could not be easily resolved in the time available.
Breakdown in Member-Officer relationships	A more formalised approach to consideration of items by Committee may require local members to accept that their request cannot be accommodated.
Deterioration in reputation of the Council with Parish and Town Councils	Currently Parish and Town Councils in some areas feel that the Council does not listen to them. Refusals to have matters considered by Committee may reinforce this view.
Appeals or Judicial Reviews launched against decisions on the grounds of lack of process or due consideration	Streamlined reports may be challenged on the grounds of lack of due process or adequate consideration of material planning issues, and such challenges may not be defensible because of reduced detail.

5.0 Financial Implications

- 5.1 There are no immediate financial implications as a result of the above recommendations.



Report of the Task and Finish Group on Planning

July 2015

Acknowledgments

The Group wishes to thank those who answered questions and provided information, in particular:

The 43 Members who completed the on-line Survey
The 58 Parish & Town Councils which completed the online survey
The Chairman and Vice Chairman of each planning committee
Councillors David Turner, Tim Barker, David Tremellen and Pam Moseley who attended and contributed to meetings of the Task & Finish Group.
Mal Price, Portfolio Holder for Planning, Housing and Commissioning (Central)
Ian Kilby, Operations Manager – Planning Services
Tim Rogers, Team Manager - Planning Services
Councillors of Cheshire West & Chester Planning Committee
Fiona Hore, Head of Development Management Planning, Cheshire West and Chester Council

Members of the Task and Finish Group:

Councillors:

Ted Clarke
Steve Davenport (Chairman)
Paul Wynn
Stuart West
Andrew Bannerman
Robert Tindall

REPORT

1. Background

The Chairman of the Enterprise and Growth Scrutiny Committee, and the Portfolio Holder for Business & Regulatory Services agreed to re-establish a "Task & Finish Group" on 19th March 2015. The work of the group was always planned as a follow up to a previous review of planning committee processes which commenced on 1st October 2013.

The driver for the groups work had been the continuing pressure on resources together with the need to deliver an effective and consistent planning committee process across Shropshire at a time when the planning policy position was fluid.

Whereas the pressure in 2013/14 was as a result of a significant cut in staff resource across teams that deliver the planning process (through committee and delegated decisions), the issues on this occasion were also influenced by the volatile planning policy context in advance of the SAMDev Plan adoption, together with a sustained and significant increase in speculative planning applications.

2. Scope and focus of the work

The Group agreed to focus its attention on Planning Committee Structures, and processes particularly in the knowledge of the resource pressures and increasing service demands arising from complex, major or speculative planning applications and the need to provide robust and consistent decision taking at a time when the policy position has been evolving.

3. What has the Task and Finish Group done?

During October 2013, the Group has:

- Met as a Group on four occasions.
- Heard from and questioned the Portfolio Holder and Operations Manager – Planning Services.
- Drawn up and analysed the results of a survey of members and parish councils on alternative committee delivery models.
- Met with the chairman and vice chairman of each committee to hear their views on alternative committee delivery models.
- Considered e-mail submissions from individual members.
- Met with and questioned Planning Committee Members from a neighbouring authority which has two Planning Committees.

4. Notes of meetings and issues arising

Meeting 1 – 19th March 2015

The One Page Strategy [as approved by the Enterprise and Growth Scrutiny Committee at its meeting on 29th January 2014] and the objectives of the work were noted. It was anticipated that the work would take a minimum of three months to complete.

Further to comments and complaints made by Officers, Members, planning agents and members of the public, the Operations Manager – Planning Services had undertaken a series of monitoring visits to observe the Planning Committees at work, and had found discrepancies and lack of consistency in their operation. Despite the significant changes made to the planning system following the recommendations of the previous Planning Task and Finish Group, the system was still not operating as effectively as it could, and work was still required to find the best way of delivering planning across Shropshire.

Following the monitoring visits the Operations Manager – Planning Services delivered a training session with both Planning and Legal and Democratic Service Officers. The presentation shown to Officers during this training session was viewed by Members of the Task and Finish Group and prompted discussion on the following points:

- Site visits and voting by Members who had not attended the site visit;
- Delegated decisions and the role of the local Member;
- The use and function of pre-meetings;
- Late representations and receiving large quantities of information immediately before the meeting;
- Public speaking procedures, with Members being allowed more time than other speakers;
- Decisions against Officer recommendations and ‘minded to’ decisions and the position of Planning Officers in these circumstances;
- Quality of all Officer advice and how this varied;
- Member and Officer conduct at meetings and the role of the Chair;
- Member training and the identification of training needs;
- Content of Planning reports, unrequired detail and incomplete information; and
- The anomaly of Ward Members joining the Committee to speak on an application and being allowed to remain after speaking, but Committee Members being required to leave the table in the same circumstances

It was agreed to produce a survey for circulation initially to Shropshire Council members seeking their views on the planning committee processes and alternative options. The questions asked would be agreed in advance by the Task & Finish group.

Meeting 2 – 30th April

The task & finish group used this meeting to review responses to the Member survey which was completed by 37 Members. Key points arising are summarised below:-

- The majority of respondents agreed that the existing scheme of delegation ensures that only the most significant, complex or contentious planning applications are considered by the planning committees
- Agenda setting meetings should be undertaken in a consistent manner by each committee and the results of these recorded with the local member informed of the outcome.
- 80% of respondents agreed that site visits were an essential part of a planning committee's member's duties. 60% of respondents agreed that only those who attended site visits should be allowed to vote. Seeing the site gave a different interpretation of the application to that obtained from seeing it on paper.
- Alternative technologies (such as street view) were not considered an acceptable alternative to site visits, but were a useful supplement, used appropriately at planning committees.
- 70% of respondents wanted officer reports in a more concise format.
- 86% of respondents agreed that the arrangements for public speaking were working effectively. Members commented that the success of the public speaking arrangements were due to the skills of the Chairman, and the recognition that as a quasi-judicial process an element of sobriety and presence was required
- The majority of respondents felt that the current arrangements of local Member participation at committee did not work effectively, a change would involve a change to the council's constitution.
- 68% of respondents supported audio or visual recording of meetings. A Member commented that he felt it would stifle proceedings. It was agreed to observe a Planning Committee meeting in Chester where recording took place.
- Most respondents preferred the retention of a three committee model. It was suggested that the Group needed to undertake further work to evaluate the other options, as the three committee model was not the most efficient model for consistent decision making. It was suggested that the Chairs and Vice-Chairs of the three Planning Committees be invited to advise the Group of their views

The following was agreed:-

- * that the same survey sent to Members be sent out via SALC to Town and Parish Councils, with a deadline for completion as 31st May 2015.
- * to arrange a suitable date when all Members of the Group could visit to observe the operation of the planning committee held in Chester and talk to Members and Officers about their committee arrangements.
- * that, the next meeting of the Planning Committee Task and Finish Group be arranged after the Group's visit to Cheshire West and

Chester and once the results to the Town and Parish Council are available.

Meeting 3 – 19th June

This meeting focussed on the responses to the survey undertaken by parish and town councils to which 58 councils responded (35%) overall and a discussion with the chairman and vice chairman of each planning committee.

The key points arising from the parish council survey are summarised as follows:-

- Although 80% agreed that planning committee was the environment for the most significant complex or major planning applications, a number of parish councils considered that delegation was in some way a less “democratic” process
- 97% of parish councils considered site visits to be essential for planning committee members and most considered also that committee members should only be able to vote had they been on a site visit
- 51% of parish councils considered the public speaking arrangements to be effective compared with 81% of members, some parishes wanting more time and the ability for more people to speak.
- Both Council Member and T/PC Members appeared equally in favour of recording meetings.
- More Parish Councils than member supported the existing three committee model than members surveyed.

Discussion with Committee Chairman and Vice Chairman.

A summary of the main points raised in the discussion:-

- It was generally agreed that the present system where the non-committee Member could remain at the committee table and participate in the debate was unfair and should be changed. Reference was made to the more structured arrangements for local Member speaking at Cheshire West & Chester Council which members of the group supported.
- All the Planning Committee Chairmen and Vice-Chairs present supported the existing three Committee Model. The lack of consistency in their decision taking was noted and it was suggested that the Chairmen should attend each other’s Committees to inform themselves of the different practices being conducted, and then should work together to ensure consistency across the Planning Committees
- Members agreed that the process for deciding which applications were delegated and which went to Committee should be examined and made clearer

It was agreed that:

- No change be made to the number of Planning Committees;

- That Planning Committee Chairmen and Vice-Chairmen attend and observe the other Planning Committees in operation with the aim to increase consistency in practice between the Committees;
- That the selection process to decide which applications are delegated and which are not is made clearer and more transparent, with Members having greater involvement in the final decision;
- That the Constitution is amended to prevent non-committee Members remaining at the Committee table and participating in debate concerning applications in their Wards; and
- That the situation with regard to the number of Planning Committees is further reviewed in six months' time

Meeting 4 – 10th July

A draft of the final report findings recommendations was submitted for consideration to the task & finish group the content of which is reflected in this report and recommendations.

5. Conclusion

The task and finish group set out to review processes for the delivery of planning committees in Shropshire. The review process was undertaken at a time when the service has been under significant pressure and the policy framework for planning decisions fluid placing greater attention on planning decisions generally from communities across Shropshire. Consequently the group has not considered it practical or appropriate at this time to change the planning committee structure fundamentally. The review did however focus on areas of the process the members and parish councils consider could be improved and the report recommendations reflect this.

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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?</p> <p>e.g.</p> <ul style="list-style-type: none"> • Which officers • Which organisations • Individuals • Community reps <p>What do you need to know?</p> <p>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? <ul style="list-style-type: none"> • 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	To explore if further work is needed on the Council's approach to Economic Growth	Officer to brief Committee on outcome of Redesign work and recommendations of Task and Finish Group of 2014/15. To be done in autumn 2015	Claire Cox to brief Members	Claire Cox Portfolio Holders	Officer time Claire Cox and Redesign Team	Cllr Steve Davenport
Tourism	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 and the impact of the Economic Growth Redesign work.	Briefing Paper sent to Members for review informing Members of the outcomes from earlier work. Also to include subsequent increase in service provision. Tourism Officer to attend Committee to answer Members' questions arising from the briefing paper if required	Members to question the Tourism Officer with a view to deciding whether further scrutiny action is required. 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.	Louse Cross Any local businesses / representatives of the local tourism partnerships / members of the public Portfolio Holder/s	Officer Time Tourism strategy	Cllr Steve Davenport

Topic	Expect Benefits/Outcomes	Approach	Activities	Witnesses/ Evidence required	Resources and other requirements	Lead Committee/ Lead Scrutiny Member
Shropshire Economic Growth Strategy	Annual review of the Shropshire Economic Growth Strategy which the Committee had an active role in developing and monitoring. To ensure that the strategy is still current and of benefit to the economy of Shropshire.	One item Agenda for Committee to monitor the progress of strategy. To be considered in December 2015	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.	Shropshire Business Board Chair Mandy Thorn Chief Executive of Chamber of Commerce Richard Sheehan Portfolio Holder/s	Officer Time Shropshire Economic Growth Strategy Mark Pembleton	Cllr Steve Davenport
Planning Committees	On-going Task and Finish Group considering the best way to deliver the Planning Committees	Ian Kilby appointed as Lead Officer for the Task and Finish Group.	Regular updates on the work of the Task and Finish Group. Task and Finish Group to gather evidence from stake holders. Visits to be undertaken to see best practice in neighbouring authorities.	Planning Officers Portfolio Holder Chairs and Vice-Chairs of Planning Committees Evidence from Town and Parish Councils and any other stake holders deemed necessary	Officer time Site visit to neighbouring authority to observe best practice	Cllr Steve Davenport

Topic	Expect Benefits/Outcomes	Approach	Activities	Witnesses/ Evidence required	Resources and other requirements	Lead Committee/ Lead Scrutiny Member
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.	Briefing Paper sent to Members for review informing Members of the outcomes from earlier work and changes in signal provision. Officer to attend Committee to answer Members' questions arising from the briefing paper	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	Representative s from telecommunications industry Representative from the Shropshire Business Board	Mark Pembleton Chris Taylor Officer time	Cllr Steve Davenport
The Museum Service	Greater understanding of the service provision following service redesign	Officer to be asked to give presentation and provide briefing note	Presentation at Committee	Museum Officer	Officer time	
LEP Funding	LEP officer to be invited to give a presentation on the work of the LEP to update Members on its activities. To include information on LEP work on highways	Officer to be requested to give presentation, provide a briefing paper and attend committee to answer questions arising	Presentation and briefing paper	LEP Officer Portfolio Holder	Officer Time	Cllr Steve Davenport

Topic	Expect Benefits/Outcomes	Approach	Activities	Witnesses/ Evidence required	Resources and other requirements	Lead Committee/ Lead Scrutiny Member
Apprenticeships	To review the outcomes of previous work done in this area.	Briefing paper to be provided with an officer available to answer questions at committee. Steve Wain to be invited to talk to Members	Briefing paper	County Training Steve Wain Jeanne Vernon		
The provision of Student Accommodation following the establishment of the University Centre Shrewsbury	Andy Evans to be invited to attend Committee to explain the Student Accommodation Strategy and for Members to consider if the establishment of a Task and Finish Group be required	Presentation from Andy Evans and the possible establishment of a Task and Finish Group	Examination of other towns providing student accommodation to identify any changes required in planning practice	Andy Evans Public Protection Officers Evidence from other towns with new universities	Officer Time	Cllr Steve Davenport
Age Demographics of the County and the effect this has in relation to employment and business	To gain a better understanding of the demographics of the County and the effect this has on the economy. Should the paper trigger specific areas of focus then these could be explored as potential agenda topics	Tom Dodds to provide a briefing paper for circulation	Briefing paper to be circulated		Officer Time	

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 regularly amended 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; Mrs K Calder; Mr L Chapman; Mr S Charmley; Mr S Jones; 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 JULY 2015 ONWARDS

DECISION MAKER - Cabinet - 29 July 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, 29 July 2015	Report of the Empty Homes Strategy Task and Finish Group	Yes	Portfolio Holder for Regulatory Services, Housing and Commissioning (Central)		Karen Collier, Service Manager - Environmental Health Tel: 01743 251711 karen.collier@shropshire.gov.uk	Wednesday, 10 June 2015
Wednesday, 29 July 2015	Report 1 - Financial Strategy 2015/2016 to 2025/2026	Yes	Portfolio Holder for Resources, Finance and Support		Clare Charlesworth Jones, Manager Financial Advice - Forward Plan Tel: 01743 255937 clare.charlesworth-jones@shropshire.gov.uk	Friday, 27 March 2015
Wednesday, 29 July 2015	Revenue Monitor 2015/2016 Quarter 1	Yes	Portfolio Holder for Resources, Finance and Support		Cheryl Williams, Head of Financial Management and Reporting Tel: 01743 258937 cheryl.williams@shropshire.gov.uk	Friday, 27 March 2015
Wednesday, 29 July 2015	Capital Monitor 2015/2016 Quarter 1	Yes	Portfolio Holder for Resources, Finance and Support		Cheryl Williams, Head of Financial Management and Reporting Tel: 01743 258937 cheryl.williams@shropshire.gov.uk	Friday, 27 March 2015

Wednesday, 29 July 2015	Treasury Management Update - Quarter 1 2015/2016	Yes	Portfolio Holder for Resources, Finance and Support		Justin Bridges, Head of Treasury and Pensions Tel: 01743 252072 justin.bridges@shropshire.gov.uk	Friday, 27 March 2015
Wednesday, 29 July 2015	Annual Treasury Report 2014/2015	Yes	Portfolio Holder for Resources, Finance and Support		Justin Bridges, Head of Treasury and Pensions Tel: 01743 252072 justin.bridges@shropshire.gov.uk	Friday, 27 March 2015
Wednesday, 29 July 2015	Draft Discretionary Housing Payments Scheme	Yes	Portfolio Holder for Regulatory Services, Housing and Commissioning (Central)		Chris Westwood, Contact Transfer Manager Tel: 07990085259 chris.westwood@shropshire.gov.uk	Tuesday, 2 June 2015
Wednesday, 29 July 2015	Draft Local Support and Prevention Fund Policy	Yes	Portfolio Holder for Regulatory Services, Housing and Commissioning (Central)		Chris Westwood, Contact Transfer Manager Tel: 07990085259 chris.westwood@shropshire.gov.uk	Tuesday, 2 June 2015
Wednesday, 29 July 2015	Place Plan Priorities and Community Infrastructure Levy 123 List Update	Yes	Portfolio Holder for Regulatory Services, Housing and Commissioning (Central)		Andrew M Evans, Head of Business Growth and Prosperity Tel: 01743 253869 andy.evans@shropshire.gov.uk	Tuesday, 9 June 2015
Wednesday, 29 July 2015	Regulation of Investigatory Powers Policy	Yes	Deputy Leader and Portfolio Holder for Business, ip&e, Culture and Commissioning (North)		Frances Darling Tel: 01743 251715 frances.darling@shropshire.gov.uk	Friday, 19 June 2015

Wednesday, 29 July 2015	Formal transfer of responsibility for the delivery of youth activities and the related budget from Shropshire Council to Shrewsbury Town Council	Yes	Deputy Leader and Portfolio Holder for Business, ip&e, Culture and Commissioning (North)	Exempt	Neil Willcox, Local Commissioning Manager Tel: 01743 255051 neil.willcox@shropshire.gov.uk	Monday, 1 June 2015
Wednesday, 29 July 2015	Greenacres Day Opportunities - Award of Contract	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	Tuesday, 13 January 2015
Wednesday, 29 July 2015	Commissioning Out Social Work Practice	Yes	Portfolio Holder for Adult Services and Commissioning (South)	Exempt	Andy Begley, Head of Adult Social Care Operations andy.begley@shropshire.gov.uk	Monday, 11 May 2015
DECISION MAKER - Cabinet - 14 October 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, 14 October 2015	Report 2 - Financial Strategy 2015/2016 - 2025/2026	Yes	Portfolio Holder for Resources, Finance and Support		Clare Charlesworth Jones, Manager Financial Advice - Forward Plan Tel: 01743 255937 clare.charlesworth-jones@shropshire.gov.uk	Friday, 27 March 2015

Wednesday, 14 October 2015	Revenue Monitor 2015/2016 Quarter 2	Yes	Portfolio Holder for Resources, Finance and Support		Cheryl Williams, Head of Financial Management and Reporting Tel: 01743 258937 cheryl.williams@shropshire.gov.uk	Friday, 27 March 2015
Wednesday, 14 October 2015	Capital Monitor 2015/2016 Quarter 2	Yes	Portfolio Holder for Resources, Finance and Support		Cheryl Williams, Head of Financial Management and Reporting Tel: 01743 258937 cheryl.williams@shropshire.gov.uk	Friday, 27 March 2015
Wednesday, 14 October 2015	Quarter 1 Performance Report 2015/2016	Yes	Tim Barker, Portfolio Holder		Tom Dodds, Performance Manager Tel: 01743 252011 tom.dodds@shropshire.gov.uk	Thursday, 26 February 2015
Wednesday, 14 October 2015	Asset Management Strategy for Highways and Transport	Yes	Portfolio Holder for Highways and Transport		Chris Edwards, Area Commissioner South chris.edwards@shropshire.gov.uk	Tuesday, 7 July 2015
Wednesday, 14 October 2015	Commissioning Out Social Work Practice	Yes	Portfolio Holder for Adult Services and Commissioning (South)	Exempt	Andy Begley, Head of Adult Social Care Operations andy.begley@shropshire.gov.uk	Monday, 11 May 2015
DECISION MAKER - Cabinet - 9th December 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, 9 December 2015	Treasury Management Update - Quarter 2 2015/2016	Yes	Portfolio Holder for Resources, Finance and Support		Justin Bridges, Head of Treasury and Pensions Tel: 01743 252072 justin.bridges@shropshire.gov.uk	Friday, 27 March 2015
Wednesday, 9 December 2015	Treasury Strategy 2015/2016 - Mid Year Review	Yes	Portfolio Holder for Resources, Finance and Support		Justin Bridges, Head of Treasury and Pensions Tel: 01743 252072 justin.bridges@shropshire.gov.uk	Friday, 27 March 2015
Wednesday, 9 December 2015	Report 3 - Financial Strategy 2015/2016 - 2025/2026	Yes	Portfolio Holder for Resources, Finance and Support		Clare Charlesworth Jones, Manager Financial Advice - Forward Plan Tel: 01743 255937 clare.charlesworth-jones@shropshire.gov.uk	Friday, 27 March 2015
Wednesday, 9 December 2015	Capital Strategy 2015/2016 - 2019/2020 Draft	Yes	Portfolio Holder for Resources, Finance and Support		Cheryl Williams, Head of Financial Management and Reporting Tel: 01743 258937 cheryl.williams@shropshire.gov.uk	Friday, 27 March 2015
Wednesday, 9 December 2015	Setting the Council Tax Taxbase for 2016/2017	Yes	Portfolio Holder for Resources, Finance and Support		Clare Charlesworth Jones, Manager Financial Advice - Forward Plan Tel: 01743 255937 clare.charlesworth-jones@shropshire.gov.uk	Friday, 27 March 2015
Wednesday, 9 December 2015	Quarter 2 2015/2016 Performance Report	Yes	Tim Barker, Portfolio Holder		Tom Dodds, Performance Manager Tel: 01743 252011 tom.dodds@shropshire.gov.uk	Thursday, 26 February 2015

Wednesday, 9 December 2015	Improved Swimming Facilities for Shrewsbury	Yes	Portfolio Holder for Business Growth, ipe, Culture and Commissioning (North)		George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk	Thursday, 31 July 2014
Wednesday, 9 December 2015	Delegation of functions to Birmingham City Council for the purposes of Illegal Money Lending Enforcement	Yes	Portfolio Holder for Regulatory Services, Housing and Commissioning (Central)		Frances Darling Tel: 01743 251715 frances.darling@shropshire.gov.uk	Monday, 29 June 2015
DECISION MAKER - Cabinet - 10th February 2016						
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 February 2016	Revenue Monitor 2015/2016 - Quarter 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	Thursday, 23 April 2015
Wednesday, 10 February 2016	Capital Monitoring 2015/2016 - Quarter 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	Thursday, 23 April 2015

Wednesday, 10 February 2016	Financial Strategy 2015/2016 - 2025/2026 - Final	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, 23 April 2015
Wednesday, 10 February 2016	Capital Strategy 2015/2016 - 2019/2020 - Final	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, 23 April 2015
Wednesday, 10 February 2016	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, 23 April 2015
Wednesday, 10 February 2016	Estimated Collection Fund Out-turn 2015/2016	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, 23 April 2015
Wednesday, 10 February 2016	Fees and Charges 2016/2017	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, 23 April 2015

Wednesday, 10 February 2016	Treasury Strategy 2016/2017	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, 23 April 2015
Wednesday, 10 February 2016	Treasury Management Update - Quarter 3 2015/2016	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, 23 April 2015
Wednesday, 10 February 2016	Quarter 3 2015/2016 Performance Report	Yes	Tim Barker, Portfolio Holder		Tom Dodds, Performance Manager Tel: 01743 252011 tom.dodds@shropshire.gov.uk	Thursday, 26 February 2015
DECISION MAKER - Deputy Leader & Portfolio Holder for Business Growth, ip&e, Culture 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 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 - 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
Not before Tuesday, 7th July, 2015	Transport Policy for Children's Services <i>(Item previously included in the Forward Plan under the remit of Cabinet.)</i>	Yes	Portfolio Holder for Children's Services		Karen Bradshaw, Director of Children's Services Tel: 01743 254201 Karen.Bradshaw@shropshire.gov.uk	Friday, 9 January 2015
Monday, 13 July 2015	Decision to consult on school closure	Yes	Portfolio Holder for Children's Services		Karen Bradshaw, Director of Children's Services Tel: 01743 254201 Karen.Bradshaw@shropshire.gov.uk	Wednesday, 3 June 2015
Tuesday, 21 July 2015	Foster Carer Payment for Skills	Yes	Portfolio Holder for Children's Services		Tina Russell, Head of Children's Social Care and Safeguarding Tel: 01743 254254 tina.russell@shropshire.gov.uk	Tuesday, 26 May 2015
Tuesday, 21 July 2015	Finance Permanency Policy	Yes	Portfolio Holder for Children's Services		Tina Russell, Head of Children's Social Care and Safeguarding Tel: 01743 254254 tina.russell@shropshire.gov.uk	Wednesday, 10 June 2015

DECISION MAKER - Portfolio Holder for Health - Karen Calder - 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 - Simon Jones and/or Area Commissioner (South)						
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
Friday, 24 July 2015	Prioritisation of schemes for Integrated Transport Block Funding	Yes	Portfolio Holder for Highways and Transport		Chris Edwards, Area Commissioner South chris.edwards@shropshire.gov.uk	Thursday, 11 June 2015
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 Regulatory Services, 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 Tuesday, 7th July, 2015	Minor Amendments to the Shropshire Affordable Housing Allocations Policy and Scheme	Yes	Portfolio Holder for Regulatory Services, Housing and Commissioning (Central)		Andy Begley, Head of Adult Social Care Operations andy.begley@shropshire.gov.uk	Thursday, 28 August 2014
Not before Monday, 3rd August, 2015	Oakland and Glebe Land, Bayston Hill - Planning Brief	Yes	Portfolio Holder for Regulatory Services, Housing and Commissioning (Central)		Steph Jackson, Head of Commercial Services Tel: 01743 253862 steph.jackson@shropshire.gov.uk	Wednesday, 17 June 2015
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, 28 July 2015	Health and Safety Annual report	No	Portfolio Holder for Resources, Finance and Support		Michele Leith michele.leith@shropshire.gov.uk	Friday, 10 July 2015
Wednesday, 22 July 2015	Disposal of Properties	Yes	Portfolio Holder for Resources, Finance and Support	Exempt	Steph Jackson, Head of Commercial Services Tel: 01743 253862 steph.jackson@shropshire.gov.uk	Wednesday, 17 June 2015
Not before Friday, 21st August, 2015	Disposal of property in Shrewsbury	Yes	Portfolio Holder for Resources, Finance and Support	Exempt	Steph Jackson, Head of Commercial Services Tel: 01743 253862 steph.jackson@shropshire.gov.uk	Tuesday, 21 July 2015
DECISION MAKER - Portfolio Holder for University Centre & Shrewsbury BID - Claire Wild - 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

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