

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

Date: Wednesday, 20 January
2016
My Ref:
Your Ref:

Committee:
Enterprise and Growth Scrutiny Committee

Date: Thursday, 28 January 2016
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)	John Hurst-Knight
Andrew Bannerman	Jean Jones
Nicholas Bardsley	Nic Laurens
Charlotte Barnes	William Parr
Pauline Dee	

Your Committee Officer is:

Julie Fildes Scrutiny Committee Officer
Tel: 01743 257723
Email: Julie.fildes@shropshire.gov.uk

AGENDA

1 Apologies for Absence and Substitutes

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

2 Appointment of Vice-Chairman

To appoint a Vice-Chairman of the Enterprise and Growth Scrutiny Committee for the remaining municipal year.

3 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.

4 Minutes of the meeting held on 12th November 2015 (Pages 1 - 8)

To confirm the minutes of the Enterprise and Growth Scrutiny Committee held on 12th November 2015.

5 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 25th January 2016.

6 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 25th January 2016.

7 Shropshire Economic Growth Strategy

Verbal update from the Business Relationship Manager on the Shropshire Economic Growth Strategy.

8 Economic Growth Redesign Update

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

9 Empty Homes Task and Finish Group Update

To receive a verbal update from the Empty Homes Officer on progress of the implementation of the Empty Homes Task and Finish Group Report recommendations.

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

To consider the work programme.

11 Date of Next Meeting

Thursday 17th March 2016

This page is intentionally left blank



Enterprise and
Growth Scrutiny
Committee

12 November 2015

10.00 am

Item

3

Public

MINUTES OF THE ENTERPRISE AND GROWTH SCRUTINY COMMITTEE MEETING HELD ON 12 NOVEMBER 2015 10.00 - 11.45 AM

Responsible Officer: Julie Fildes
Email: Julie.fildes@shropshire.gov.uk Tel: 01743 257723

Present

Councillor Steve Davenport (Leader)
Councillors Dean Carroll (Vice Chairman), Nicholas Bardsley, Charlotte Barnes,
Pauline Dee, Jean Jones and Roger Evans

41 Apologies for Absence and Substitutes

Apologies for absence were received from Councillors J Hurst-Knight, A Bannerman for whom Councillor R Evans attended as substitute and W Parr for whom Councillor C Lee attended as substitute.

42 Disclosable Pecuniary Interests

There were none disclosed.

43 Minutes

RESOLVED:

That the Minutes of the meeting held on 22nd September 2015 be approved as a correct record and signed by the Chairman.

44 Public Question Time

There were no public questions.

45 Member Question Time

Councillor Andrew Bannerman asked the following questions and the written response was tabled.

How much was spent by the Council on the Arts Revenue Grant in the last financial year?

During 2014/2015 the total Revenue Client funding awarded was £65,150 (£48,850 to Arts Organisations/Venues and £16,300 to Festivals). This funding was awarded to 31 organisations.

How much in collateral funding from other agencies was leveraged by this grant?

£967,535.75

At the end of the financial year, revenue funded organisations are asked to complete a report, which includes financial information.

The above figure, reflects the total amount of external funding organisations received during 2014/15, from earned income. This includes; ticket sales; workshop fees etc; grants from funding bodies such as the Arts Council England, Heritage Lottery Fund and sponsorship.

How does the Council value the work of the groups and companies in receipt of this Grant?

Shropshire Council recognises the important role the arts play in making Shropshire a great place to live, work and visit and their significant role in the economic, educational and cultural well-being of the county.

The Revenue Client grants are awarded through a competitive application process. The grant scheme is intended to provide revenue funding for professional arts organisations, venues and festivals, who regularly deliver professional arts activity in Shropshire and make up the majority of the arts sector.

These organisations and festivals regularly program arts activity for the benefit of artists, participants and audiences and employ professional artists to deliver this programme.

The funding allows organisations and festivals, to enhance and add value to their programme and be used as seed funding to leaver in other external funding. The revenue client funding does not provide ongoing core operational costs.

The award criteria looks to fund organisations or festivals that:

- Provide a high quality arts experience
- Provide a regular programme of activity in Shropshire
- Improve access to arts activity for people living in Shropshire
- Raise the profile of the arts in Shropshire
- Support the local arts economy
- Ensure open access to all
- Deliver programmes of activity that support the organisations development and sustainability
- Develops and delivers arts focused professional development training for the sector
- Are financially viable and attract income from other sources

What decision has been made about the future of the Grant?

Following the announcement, that Shropshire Council will be changing the way it supports the Arts Sector and the Arts Development Officer role from April 2016, two meetings have been held with the Revenue Clients.

The meetings, which were held on Thursday 8th October and Thursday 22nd October, were an opportunity to; discuss the wider challenges faced by the Council; explore how Shropshire Council can work collectively with the arts sector to successfully meet our joint aims and to identify the revenue clients organisations development needs going forward in an environment where there will be less money.

A way forward and set of recommendations is currently being developed following the feedback and discussions from the meetings and ongoing dialogue with the arts sector. We aim to announce these, at a meeting with the Revenue Clients in early December.

Councillor Roger Evans suggested that the Arts Revenue Grant be added to the Enterprise and Growth Scrutiny Committee's work programme.

46 **Mobile Telecommunications**

The Broadband Manager explained that whilst Shropshire Council recognised the important economic and social benefits from a robust and accessible mobile phone network in the County, it had no direct responsibility for mobile phone signal issues or provision. Responsibility lay wholly with the Mobile Network Operators (MNOs) who were private companies. He continued that it was recognised that Shropshire was impacted by poor signal coverage, which was not confined to rural areas.

Members noted that areas where no mobile coverage is likely to be provided by the MNOs are defined as 'not spots'. The Treasury had made funding of £150m available to the Department of Culture Media and Sport (DCMS) to fund the Mobile Infrastructure Project (MIP) to enable MNOs to address some of the identified Not Spots. Broadband Delivery UK (BDUK) had been tasked with managing the MIP at a national level and they had appointed Arquiva as their main contractor.

Nine provisional Not Spot sites had been identified in Shropshire for inclusion in the project. In September 2015 BDUK confirmed that they would no longer be pursuing any of the Shropshire sites due to the impending closure of the project. The Council has written to the County's MPs to ask them to raise this issue with the Minister.

Members noted that the Council continued to work closely with Ofcom and DCMS but as it has no direct responsibility in this area it had few options other than to lobby the providers and Government.

The Programme Manager continued that the Council could not access the data held by the MNOs on signal provision as this was commercial sensitive information. He suggested that to establish the extent of the problem in the County, it would be necessary to either employ the services of a specialist consultant or use a form of crowd surfing where the public could provide the data through a specialist app installed on their mobile phones.

In response to a Member's question regarding Cabinet Member responsibility for this issue, the Commissioning Director replied that as this area was not within the remit of the Council it did not fall into any of the Portfolios. He continued that the erection of masts required planning permission but this was not perceived to be a problem and support was usually given for applications.

The Programme Manager explained that it was difficult to hold providers to account for poor service. The Deputy Leader added that a meeting had been arranged for 8th January 2016 and both Operators and MPs had been invited to meet with Cabinet Members to discuss the situation and the way forward. In response to a request he agreed that the possibility of inviting other Group Leaders to this meeting would be considered.

Members noted that new licensing arrangements by Central Government may improve signal coverage.

A Member suggested that as central Government had withdrawn funding from the project that Shropshire Council may consider providing its own funding due to the importance of signal provision within the County. A Member commented that the MNOs should be encouraged to exhaust all other possibilities before this is considered.

RESOLVED:

That Members agreed that a robust mobile phone network was important for the County and they would support work undertaken to achieve this.

47 Financial Strategy

The Performance Manager stated that the Financial Strategy Report had been considered by Cabinet at its meeting on 28th October 2015. He continued that the Financial Strategy set out the plan of action for the next 5 years and contained a clear view of the challenges that were likely to be encountered due to changes in funding methods, whilst recognising that expected changes were still not fully detailed in both the short and medium term. He added that the Council was also about to launch the 'Big Conversation' to communicate the changes and challenges and to identify what aspects of the Council's work that communities feel they were prepared to take on or were prepared to lose. The Performance Manager continued that it was expected that the Financial Strategy would provide the framework for the Committee's future Work Programme.

The Commissioning Director continued that the Cabinet report set the scene for the next 5 years but work on the details of the plan was still underway, some of which would come forward in the next paper going to Cabinet on 9th December 2015. He continued that a lot of work was required to enable the Council to achieve its net operating budget in 2020.

A Member requested that the Big Conversation was publicised in a simple way and needed to include information on what the Council had already achieved.

A Member expressed concern that diminishing budgets would impact on the infrastructure of the County at a time when the County needed to attract more

businesses as it was to be reliant on the Business Rates they generated for its income as other sources of income ended.

A Member asked whether the Council had a strategy to address this. The Chairman responded that Members of the Committee had been closely involved in the redesign process of the Economic Growth Section and identified the importance of providing the conditioning to enable businesses to grow and flourish within the County.

The Portfolio Holder for Regulatory Services, Housing and Commissioning commented that the situation was fluid and he hoped that more would be known once the Autumn Statement had been published. The Deputy Leader added that the LEP were actively working on infrastructure improvement projects. Bids were being prepared in advance to enable European funding to be applied for as soon as it was announced.

In response to a query regarding small business rates, the Commissioning Director replied that the Council would retain its authority to reduce Business Rates but it could not increase them. He anticipated that Small Business Rate Relief would remain.

Members discussed the problems caused by Shropshire being an attractive County to retire to and the impact this had on the adult social care budget. The Chairman reminded Members that this was not within the remit of this Scrutiny Committee.

Member commented that many members of the public were unaware of the full range of services provided by the Council, it was suggested that a full list should be provided as part of the Big Conversation information. The Performance Manager explained that 150 functions had been identified, these had been distilled down to 46 and then again to 12 descriptions. The website would allow people to see all the functions of the Council. The Performance Manager explained that in the first instance information would be gathered through asking the public to complete a questionnaire which was in the design process at the moment. In January and February workshops and focus groups would be held to extrapolate further information. The first phase of information gathering would be completed by the end of March 2016, but this was planned as an ongoing process.

A Member suggested that the questionnaire should be despatched with Council Tax and Business Rate demands. It was agreed that this could be considered but had been discounted previously as it would only be seen by the head of the household.

The Lib Dems Group Leader expressed disappointment that he had not been involved in the formulation of the Questionnaire, this was echoed by the Leader of the Independent Group. The Deputy Leader confirmed that Cabinet had not been involved either and he would enquire if the other Group Leaders could comment on the questionnaire with Cabinet before its distribution. Members observed that lessons could be learnt from a recent Fire Authority consultation.

In response to a Member's question regarding preparation being undertaken for changes in the funding structures, the Deputy Leader explained that a great deal was happening with Economic Development. He cited examples of the Growth Hub opening in Shrewsbury, ongoing work with developers to attract businesses to the

County, the establishment of the Enterprize Zone in Oswestry which had received National Government funding, LEP applications for European funding. He continued that Shropshire was ideally situated between the Northern and Midland Powerhouses and he felt that the County was more than capable of holding its own.

A Member reiterated the earlier request for Shropshire Council to invest in the mobile signal network and to make further headway with improving Broadband provision. The Deputy Leader commented that the Broadband project was progressing well and was currently waiting for the European Parliament to agree to further state aid.

RESOLVED:

That the Financial Strategy be noted.

It was recommended that Group Leaders be included in the consultation on the questions to be used for the Big Conversation Questionnaire.

48 Student Accommodation Task and Finish Group Report

Councillor Dean Carroll as Chairman of the Student Accommodation Task and Finish Group introduced the Group's reports and its recommendations.

Councillor Carroll explained that prior to the establishment of the University Centre, Houses of Multiply Occupation (HMOs) did not feature prominently in the Core Strategy for Shrewbury. The first report recommendation was that the Local Plan Review should consider specific policy formulation for this type of dwelling. He continued that Recommendation 2 related to the development of the Supplementary Planning Document (SPD). Members noted that a SPD could not be used to introduce new policy but would support any policy that came from the Local Plan Review.

Members noted that the Task and Finish Group had received evidence regarding the importance of establishing a HMO database to provide baseline information to inform later decisions.

Members were directed to Appendix 1 which set the proposed Student Accommodation Accreditation Scheme which would be implemented to protect the interests of existing residents and students. Recommendation 5 proposed additional points to be included in the scheme.

Councillor Carroll noted that the Task and Finish Group had established that the projected growth in student numbers was expected to be steady and gradual, with sufficient capacity in the Council's halls of residence. This would allow appropriate policies to be developed and implemented before problems arose. Councillor Carroll confirmed that the Task and Finish Group had interviewed the Deputy Provost of the University to gain a clear understanding of the situation. He added that he was confident that the adoption of the report's recommendations would mitigate any potential problems.

In response to a Member's question regarding the application to apply for an Article 4 Direction (A4D) which would remove permitted development rights and require all dwellings with the intention to convert to HMOs to first gain planning permission,

Councillor Carroll explained that the Task and Finish Group had considered this issue extensively and obtained both internal and external legal advice. The advice had been that it was not appropriate to apply for an A4D before evidence of harm could be provided and that recommendation 3 which required ongoing monitoring would enable evidence to be gathered.

Members expressed their thanks to the Chairman of the Task and Finish Group for the high standard of the work undertaken and the quality of the report.

RESOLVED:

That the recommendations of the Student Accommodation Task and Finish Group be endorsed.

49 Economic Growth Redesign Update

The Business Relationship Manager informed Members that the new Economic Growth Team would be fully appointed by 1st December 2015. There would be a period of handover which would be completed by the end of December 2015.

She continued that the dedicated website had been allocated funding and was under construction. It was anticipated that it would be launched before the end of the financial year. In response to a Member's query, she confirmed that it contain links to the Shropshire Council and Marches LEP websites.

Members noted that work had started to identify priority projects and to review the Business Strategy and Objectives.

50 Future Work Programme for the Enterprise and Growth Scrutiny Committee

RESOLVED:

- i. That a review of Public Protection be added to the Committee's Work Programme; and
- ii. That a joint Task and Finish Group be set up with the Performance Management Scrutiny Committee to consider Planning Performance.

51 Date of Next Meeting

RESOLVED:

That the Committee next meets on Thursday 10th December 2015.

This page is intentionally left blank

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?

23rd April 2015

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? • 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	<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. 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.	<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
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.	<p>Regular updates on the work of the Task and Finish Group.</p> <p>Task and Finish Group to gather evidence from stake holders.</p> <p>Visits to be undertaken to see best practice in neighbouring authorities.</p>	<p>Planning Officers</p> <p>Portfolio Holder</p> <p>Chairs and Vice-Chairs of Planning Committees</p> <p>Evidence from Town and Parish Councils and any other stake holders deemed necessary</p>	<p>Officer time</p> <p>Site visit to neighbouring authority to observe best practice</p>	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	Officer Tme	
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	
Planning Enforcement and the Protection of Conservation Areas						

Examination of the Working Relationship between Development Control and the Licensing Section						
--	--	--	--	--	--	--

This page is intentionally left blank

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 M Pate (Leader); Mr S Charmley (Deputy Leader); Mrs K Calder; Mr L Chapman; Mr S Jones; Mr D Minnery, Mrs C Motley, Mr M Price; Mr S West and Mr M Wood. 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 jane.palmer@shropshire.gov.uk or telephone 01743 257712.

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 257712 or email jane.palmer@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 jane.palmer@shropshire.gov.uk or telephone 01743 257712.

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

CABINET FORWARD PLAN FOR 1 JANUARY 2016 ONWARDS

DECISION MAKER - Special Cabinet 27 January 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
27 January 2016	Financial Strategy 2016/17 to 2018/19	Yes	Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	17 December 2015

DECISION MAKER - Cabinet 10 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
10 February 2016	Revenue Monitor 2015/2016 - Quarter 3	Yes	Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	23 April 2015

10 February 2016	Capital Monitoring 2015/2016 - Quarter 3	Yes	Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.g ov.uk	23 April 2015
10 February 2016	Financial Strategy 2015/2016 - 2025/2026 - Final	Yes	Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.g ov.uk	23 April 2015
10 February 2016	Capital Strategy 2015/2016 - 2019/2020 - Final	Yes	Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.g ov.uk	23 April 2015
10 February 2016	Robustness of Estimates and Adequacy of Reserves	Yes	Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.g ov.uk	23 April 2015
10 February 2016	Estimated Collection Fund Out-turn 2015/2016	Yes	Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.g ov.uk	23 April 2015

10 February 2016	Fees and Charges 2016/2017	Yes	Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	23 April 2015
10 February 2016	Treasury Strategy 2016/2017	Yes	Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	23 April 2015
10 February 2016	Treasury Management Update - Quarter 3 2015/2016	Yes	Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan		James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk	23 April 2015
10 February 2016	Quarter 3 2015/2016 Performance Report	Yes	Portfolio Holder for Corporate Support		Tom Dodds, Performance Manager Tel: 01743 252011 tom.dodds@shropshire.gov.uk	26 February 2015
10 February 2016	School Admission Arrangements	Yes	Portfolio Holder for Children and Young People		Karen Bradshaw, Director of Childrens Services Tel: 01743 254201 Karen.Bradshaw@shropshire.gov.uk	27 October 2015
10 February 2016	University Update	Yes	Portfolio Holder for Children and Young People		Steph Jackson, Head of Commercial Services Tel: 01743 253862 steph.jackson@shropshire.gov.uk	11 December 2015

10 February 2016	The Transforming Care Partnership - a national project transforming care for adults with a learning disability across the health and social care economy in Shropshire and Telford & Wrekin	Yes	Portfolio Holder for Adults		Stephen Chandler, Director of Adult Services Tel: 01743 253767 Stephen.Chandler@shropshire.gov.uk	21 December 2015
10 February 2016	Preparation of Supplementary Planning Documents - Type and Affordability of Housing [Review], Historic Environment [new] and Natural Environment [new]	Yes	Portfolio Holder for Planning, Housing, Regulatory Services and Environment		Andy Mortimer, Policy and Environment Manager Tel: 01743 252566 andy.mortimer@shropshire.gov.uk Tel: 01743 252566	6 January 2016
10 February 2016	Northern Gateway Partnership	Yes	Deputy Leader and Portfolio Holder for Business and Economy		Andrew M Evans, Head of Business Growth and Prosperity Tel: 01743 253869 andrew.M.evans@shropshire.gov.uk	9 December 2015
10 February 2016	Traffic Signals Maintenance Contract	Yes	Portfolio Holder for Highways and Transportation		Chris Edwards, Area Commissioner South chris.edwards@shropshire.gov.uk	7 December 2015
10 February 2016	Much Wenlock Flood Alleviation Scheme - Compulsory Purchase Order	Yes	Portfolio Holder for Planning, Housing, Regulatory Services and Environment	Exempt	David Edwards, Flood and Water Manager david.edwards@shropshire.gov.uk	10 November 2015

10 February 2016	Review of Smallholdings Policy	Yes	Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan	Exempt	Steph Jackson, Head of Commercial Services Tel: 01743 253862 steph.jackson@shropshire.gov.uk	16 November 2015
10 February 2016	Waste Service Update	Yes	Portfolio Holder for Planning, Housing, Regulatory Services and Environment	Exempt	George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk	12 January 2016

DECISION MAKER - Cabinet 16 March 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
10 February 2016	Redesign of Visitor Information Services in North West Shropshire	Yes	Portfolio Holder for Leisure and Culture		George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk	12 January 2016
16 March 2016	Disposal of land for residential development and provision of new community hub on land at former Oakland School site and Library site, Bayston Hill	Yes	Portfolio Holder for Planning, Housing, Regulatory Services and Environment	Exempt	Chris Edwards, Area Commissioner South chris.edwards@shropshire.gov.uk	17 November 2015

DECISION MAKER - Cabinet 6 April 2016

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
6 April 2016	Improved Swimming Facilities for Shrewsbury	Yes	Deputy Leader and Portfolio Holder for Business and Economy		George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk	31 July 2014
6 April 2016	Connecting Shropshire - Further Coverage Opportunities	Yes	Deputy Leader and Portfolio Holder for Business and Economy	Exempt	Andrew M Evans, Head of Business Growth and Prosperity Tel: 01743 253869 andrew.M.evans@shropshire.gov.uk	1 October 2015
DECISION MAKER - Cabinet 27 April 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
27 April 2016	Contract award to develop a "Community Centre" that provides community resources in Ellesmere alongside the provision of day time opportunities for adults with learning disabilities, day care for older people and library and information and advice se	Yes	Portfolio Holder for Leisure and Culture, Portfolio Holder for Adults	Exempt	Ruth Houghton, Head of Social Care Improvement and Efficiency Tel: 01743 254203 ruth.houghton@shropshire.gov.uk	14 January 2016
DECISION MAKER - Cabinet TBA May 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
May 2016	Contract award for the provision of day time support activities in the Bridgnorth area for adults with learning disabilities	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	6 January 2016

DECISION MAKER - Deputy Leader & Portfolio Holder for Business and Economy - Steve Charmley

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 Adults - Lee Chapman

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 and Young People - David Minnery

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 10th August, 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 and Young People		Karen Bradshaw, Director of Childrens Services Tel: 01743 254201 Karen.Bradshaw@shropshire.gov.uk	9 January 2015
DECISION MAKER - Portfolio Holder for Health and Wellbeing - 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
15 January 2016	Authority to Adopt and Implement a Policy for Personal Tributes and Memorials on Shared Graves at Longden Road Cemetery, Shrewsbury	Yes	Portfolio Holder for Health and Wellbeing		George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk	8 December 2015
Not before 21st December, 2015	Redesign of the Shropshire Registration Service	Yes	Portfolio Holder for Health and Wellbeing		Professor Rod Thomson Tel: 01743 253934 rod.thomson@shropshire.gov.uk	23 September 2015
DECISION MAKER - Portfolio Holder for Highways and Transportation - Simon Jones						
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 Rural Services and Communities - Cecilia Motley						

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 Leisure and Culture - Stuart West						
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, Regulatory Services and Environment - 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 10th August, 2015	Minor Amendments to the Shropshire Affordable Housing Allocations Policy and Scheme	Yes	Portfolio Holder for Planning, Housing, Regulatory Services and Environment		Andy Begley, Head of Adult Social Care Operations andy.begley@shropshire.gov.uk	28 August 2014
Not before 10th August, 2015	Oakland and Glebe Land, Bayston Hill - Planning Brief	Yes	Portfolio Holder for Planning, Housing, Regulatory Services and Environment		Steph Jackson, Head of Commercial Services Tel: 01743 253862 steph.jackson@shropshire.gov.uk	17 June 2015
DECISION MAKER - Portfolio Holder for Corporate Support - Michael Wood						
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	Date Uploaded onto Plan

					decision maker	
--	--	--	--	--	----------------	--

Date of Publication - <Date>

This page is intentionally left blank