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

Thursday, 7 February 2019

**Committee:**  
**Place Overview Committee**

**Date:** Friday, 15 February 2019  
**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  
Director of Legal and Democratic Services

**Members of Place Overview Committee**

Joyce Barrow	Paul Milner (Vice Chairman)
Andy Boddington	Dan Morris
Julian Dean	William Parr
Rob Gittins	Harry Taylor
Simon Harris	Paul Wynn

Your Committee Officer is:

**Julie Fildes** Committee Officer  
Tel: 01743 257723  
Email: [julie.fildes@shropshire.gov.uk](mailto:julie.fildes@shropshire.gov.uk)

# AGENDA

**1 Election of Chairman**

**2 Apologies for Absence**

**3 Disclosable Pecuniary Interests**

Members are reminded that they must not participate in the discussions 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 from the meetings held on 15th November 2018 and 14th December 2018 (Pages 1 - 14)**

To consider the minutes of the Place Overview Committee meetings held on 15<sup>th</sup> November 2018 and 14<sup>th</sup> December 2018.

**5 Public Question Time**

To receive any questions or petitions from the public of which notice has been given. The deadline for notification for this meeting is 2pm, Thursday 14<sup>th</sup> February 2019.

**6 Member Question Time**

To receive any questions of which members of the Council have given notice. The deadline for notification for this meeting is 2pm on Tuesday 12<sup>th</sup> February 2019.

**7 Local Economic Growth Strategies**

To review Local Economic Growth Strategies.

**Report to Follow**

Contact: Gemma Davies, Head of Economic Growth, tel 01743 258985

**8 Spotlight on a Market Town**

To review and understand the learning from the local economic growth strategy and the Shrewsbury Big Town plan applied to a development in a market town.

Contact: Gemma Davies, Head of Economic Growth, tel 01743 258985

**9 Overview and Scrutiny Work Programme 2018-2019 (Pages 15 - 36)**

To consider the future work programme of the Committee.

Contact: Danial Webb, Scrutiny Officer, tel 01743 258509

**10 Date/Time of the Next Meeting of the Committee**

The Committee is scheduled to next meet at 10.00am on Thursday 28<sup>th</sup> March 2019.

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Place Overview  
Committee

15 February 2019

2.00 pm

Item  
Public

**MINUTES OF THE PLACE OVERVIEW COMMITTEE MEETING HELD ON 15  
NOVEMBER 2018  
2.00 - 4.15 PM**

**Responsible Officer:** Julie Fildes  
Email: [julie.fildes@shropshire.gov.uk](mailto:julie.fildes@shropshire.gov.uk) Tel: 01743 257723

**Present**

Councillor Gwilym Butler (Leader)  
Councillors Julian Dean, Rob Gittins, Simon Harris, Dan Morris, Harry Taylor and Paul Wynn

**26 Apologies for Absence**

Apologies for absence were received from Councillors Andy Boddington, Paul Milner and William Parr. Councillor David Vasmer attended as Substitute for Councillors Boddington.

**27 Disclosable Pecuniary Interests**

None were declared.

**28 Minutes from the Meeting held on 6th September 2018**

The minutes of the meeting held on 6<sup>th</sup> September were confirmed as a correct record.

**29 Public Question Time**

Mr Malcom Andrew of the Trefonen Rural Protection Group asked the following question:

We would request that your Committee undertake a review of Cabinet decisions relating to the *Hierarchy of Settlements*, and in particular the wording of Para 5.40 relaxing the Lower Hub Threshold criteria. We have raised our concerns on this matter to Cabinet, but these have always been rejected on the basis that the document was "approved" by Cabinet on 18th October 2017, and therefore it stands as correct; and that our only recourse would be to submit our concerns to the Inspector at Examination stage. We consider that to be far too late in the process, and that it should be reviewed sooner rather than

later. Our concerns stem from the 18th October 2017 Cabinet when two documents were supposed to be considered:

- a) Consultation on Preferred Scale and Distribution of Development – *for Approval for Consultation*; and
- b) Hierarchy of Settlements Assessment – *for Approval*

but they were taken together and ‘nodded through’ without any explanation of the Hierarchy of Settlements and particularly the new Threshold wording contained within it.

Cllr Macey says that an objective assessed methodology is in “the report” but no details are given, and the Chair “asks if everyone happy for the report to go out for consultation” singular report and no vote. We therefore believe that Cabinet Members thought the *Hierarchy of Settlements* was for “Approved for consultation” whereas it was taken as “Approved” outright. We raised this concern at the time but were told that it had been properly “Approved”, which we still believe was not the case. That “Approval” has been relied on subsequently to avoid review of the Threshold wording included within it.

Whilst initially we had concerns on the scoring of differing levels of service (e.g. Library 3points irrespective of main hub, village branch or mobile service), Officers have confirmed that this has been applied consistently, and that on that basis settlements can be compared in their Table 10 scoring. Unfortunately, due to poor data, that Table was not accurate and therefore the “3point Gap” selected by Officers to set their Threshold might not actually exist. We have shown that and been pursuing this since Oct 2017 and look forward to the release of the updated Table 10 with the new consultation so that it can be reviewed.

Taking the Methodology as being correct and that the scores will be accurate, our main concern still remains - the Officers’ determination of the Lower Hub Threshold The Hub Definition within the initial *Issues and Options* Para 4.5, the *Preferred Options* Para6.4, and *Hierarchy of Settlements* Para 5.34 Table 6, requiring both employment and peak time public transport has been relaxed within *HofS* Para5.40 to fit the results – with settlements proposed as Hubs that do not meet the Definition. We are well aware of the risks of an “out of date” Plan, which is why we keep raising the point of concern to be addressed sooner rather than later, but the response has been consistently “no – its ‘Approved’ – you can appeal to the Examination Inspector”.

We are not asking for a wholesale review of the *Hierarchy of Settlements*, just that the wording of Para 5.40 setting the Lower Hub Threshold is reviewed to match the approved Hub Definition criteria.

We believe that these concerns have an impact on numerous smaller rural settlements proposed as Hub settlements, not just our own, and that it warrants scrutiny and correction.

Please will the Place Overview Committee undertake a review of Cabinet decisions relating to the *Hierarchy of Settlements*, and in particular the wording of Para 5.40 relaxing the Lower Hub Threshold criteria so that it conforms to the approved

Definition requiring both employment and peak time public transport, as other services and facilities cannot compensate for not having these key elements.

We are sure that you are well aware that it is crucial that the Review process and draft Plan are seen to be “sound” when it reaches Examination Stage. Therefore, we believe it is vital to address these points now as part of the next stage of consultation rather than risk having them identified as failings at a key stage later in the process, with the overriding risk of an “out of date” Plan. We would request your support.

The Chair responded that there is a mechanism in the Overview and Scrutiny Procedure Rules included in part 5 of the constitution of the Council which provides for Cabinet decisions to be reviewed by a Scrutiny Committee. This mechanism requires that the decision is “called-in” by Members within 5 working days of the date on which the decision is published. The decision was taken in October 2017, it was not called in and has, in accordance with the constitution, been implemented. A review of this decision by the Place Overview Committee is not therefore possible.

As previously explained in response to several previous public questions to Cabinet, and as acknowledged by TRPG in their request to the Place Overview Committee, there is an established process for Shropshire Council’s preferred approach to be tested through the formal examination of the Local Plan by an independent Government Planning Inspector, who will consider whether the methodology which the Council has adopted is reasonable and appropriate. As part of the Local Plan Review process, there remain further formal consultation opportunities during which TRPG can register a formal objection to the Council’s approach for subsequent consideration by the Inspector.

In response to a Member’s query, the Head of Economic Growth confirmed that a consultation of the Local Plan was being undertaken and there was a mechanism in place where the issue raised in this question could be investigated. The Scrutiny Officer confirmed that the Local Plan Review was an item on the Committee’s work programme. Members agreed that this could be considered as part of this work.

### 30 **Member Question Time**

There were no Members’ questions.

### 31 **Skills Training**

Corinne Brown, Business Development Manager of the Shrewsbury Colleges Group gave a presentation to Members [copy attached to signed minutes]. She explained that her role was as an advocate for employers in the college system and that the college’s offer strategy was based on the Marches Local Enterprise Partnership [LEP] and Shropshire Council key priority sectors. She continued that the college concentrated its resources in areas that were not adequately covered by private sector training. The college recognised the importance of delivering the training required by the employers in a manner they recognised and received support from manufacturers to do this through the provision of equipment and resources. It recognised that it could not work in isolation and worked in collaboration with other providers to ensure provision across all sectors.

The college dedicated a significant proportion of its resources to the sectors of Advanced Manufacturing (engineering) and Construction. With more limited provision for Environmental Technologies and Services, Food and Drink, Tourism, Health and Social Care and Creative and Digital Industries, as these were well covered by other providers.

Members noted that Construction offered 53% of courses and demand continued to grow from both large employers and sole traders.

In response to a Members question regarding rural transport, Ms Brown agreed that this was a problem for the county. The college provided a bus service but could not assist apprentices getting to their place of work. Members noted that there was a hardship fund which could assist students in financial difficulties.

Ms Brown agreed that the peaks and troughs of the construction industry caused problems with staff retention for the college, as during times of low demands the construction industry tended not to invest in employee training and college staff had to be released from their contracts but had to be recruited when the market experienced an upturn.

Members commented about the lack of the agriculture sector on the list, Ms Brown responded that this sector was served by specialist providers. In response to a Members query she agreed that this sector was still predominantly male as was the engineering and construction industries, and work was being undertaken with schools to promote these sectors to girls.

In response to a Member's query about maintaining high levels of employment practice for all apprentices, Ms Brown responded that with both work experience placements and apprenticeships students were visited in the work place, interviews were conducted without the employer being present and checks were made to ensure that students were receiving the minimum wage and not being expected to work excessive hours. A health and safety risk assessment was also conducted before every placement.

The Director for Place commented that the West Midlands Combined Authority had recognised that advances in technology by 2040 would result in most jobs being very different with a new range of skills required for the developing technology. He observed that there was a strong environmental technology sector based in the region. He expressed concern that jobs in the Food and Drink, Tourism sector which accounted for 7% of the Shropshire economy was perceived as a poor career path. Ms Brown responded that these were National issues and there were barriers to overcome to enable them to be addressed.

Members noted that the proposed Local Housing Company being established by the Council required workers with strong skills and the Director of Place suggested that a dialogue should be entered into about the role of apprenticeships and possibility of the renovation of former Council buildings as part of the project.

Members commented that the presentation was based on the Shrewsbury area and suggested that provision in the rest of the County should be considered.



RESOLVED: that the report be noted and that the Committee consider training provision across the whole county including provision for agriculture, food and health care.

## 32 Securing Investment in Shropshire

The Head of Economic Development advised Members that the Shropshire had to compete both nationally and internationally to attract and retain companies to support economic growth in Shropshire. This was done through a targeted approach linked to the key sectors, sites and corridors identified by both the Council and Marches Local Enterprise Partnership [LEP].

The Business Growth and Investment Manager explained that there were three target areas:

- Key accounts;
- Inward investment; and
- Lead Generation.

He continued that the Key accounts were either in the top 100 businesses in the County defined by turnover and staff numbers, or identified as the fastest growers, this included an international company which had located its fifth unit in Craven Arms. Members agreed that it was vital for companies to be able to attract and retain the right staff. The Head of Economic Growth suggested that this need for appropriate housing and facilities was identified and provided for through the Local Plan and that it was vital that Council policies showed co-ordination.

Members noted that Members of the Shropshire Business Board jointly delivered the new Shropshire Economic Growth Strategy and acted as business ambassadors for the County both nationally and internationally.

The Business Growth and Investment Manager explained that the current Invest in Shropshire brand had been in place for around ten or eleven years and was looking dated. Work was being undertaken to redesign the brand to make it more commercial and interactive. Prototype leaflets reflecting the new brand had been launched and feedback on them was being sought. This project was to be extended to the refresh of the website and social media offerings in the new year.

The Head of Economic Growth explained that MIPIM was a four-day conference and exhibition hosted in France in March. This was the construction industry's largest conference. Officers had attended in 2018 in partnership with the Midlands Engine. This had been an opportunity to establish new relationships with contacts across the property industry. In response to Member's question the business Growth and Investment Manager explained that contacts made at MIPIM did not have immediate impact but that was where the dialogues began that could be developed. Members observed that they received criticism over the Council's attendance at the conference and it was suggested that more information on the benefits of attending could be conveyed to Members.

In response to Members' comments about difficulties encountered by companies wishing to relocate to the county and trying to negotiate their way around different parts of the Council. The Director of Place agreed that there was more to be done to

increase collaborative working, to remove blocks currently in place and to create a 'can do' culture.

Members observed that the current Economic Growth Strategy was sector driven and did not differentiate between the needs of companies in rural and urban areas. The Business Growth and Investment Manager agreed that the nature of the rural economy differed from that of the urban areas, but both were equally important in the development of the County's economy and both had different challenges to be met.

**RESOLVED:** that the contents of the report be noted and that continued support and feedback be given to the activities of the Business Growth and Investment team as part of the Economic Growth service with the aim to develop a more co-ordinated and co-operative service for businesses.

### 33 **Place Shaping, Households and Accessible Green Space**

Outdoor Partnerships Manager introduced this report and presentation [attached to the signed minutes]. Members noted that all residential developments were required to contribute to community infrastructure needs including the provision of public open space. The Countryside and Development Manager explained that the current policy set out the provision of 30m<sup>2</sup> of public open space per bed space provided but this only tended to apply to developments of ten or more houses, and the financial contribution was often made to an area not associated with the development that generated it. The result being that many developments had no easy access to open public space.

The Countryside and Development Manager continued that as part of the Local Plan Review a mapping exercise for public open space had been undertaken and had found that these spaces were often small, not connected and difficult to access and manage. The Biodiversity Data Officer confirmed that the mapping exercise had been done in collaboration with the Biodiversity and Ecology teams as well as other interested parties. He continued that the mapping process could be used to develop a policy that would ensure all local residents had access to green open space and the benefits it provided. This policy could be used to underpin discussions with developers on the provision of formal green space with perpetual access. Formal arrangements are important for security of provision.

Members noted that the development of a green infrastructure mapping system assessed local community green space needs on a wider catchment area than had previously been used and the development of the Local Plan would provide developers with clearer guidance on the amount, quality and connectivity of open space required around proposed development sites to meet future open space standards.

The Director of Place observed that the Place Plan process could be used to unlock a shared vision for all communities and identify the resources that would be need to achieve this vision.

Members noted that the provision of green space had defined health benefits which supported the work of the Public Health Directorate and reduced costs. Members also observed that there were links with the Neighbourhood Plans and it was important that all Council policies and procedures worked together.

In response to a Member’s question about difference in policy between rural and urban areas, the Countryside and Development Manager confirmed that under the current standard there was a difference between the two, however, standards with the new mapping process were yet to be agreed and Central Government was expected to provide national standards for public open space provision, which would need to be taken into account.

RESOLVED: that the report be noted and the topic be added to the work programme.

**34 Overview and Scrutiny Work Programme 2018-2019**

RESOLVED: that consideration of the work programme be deferred to the next meeting of the Committee.

**35 Date/Time of the Next Meeting of the Committee**

Members noted that the next meeting of the Place Overview Committee was scheduled for 10.00am on Friday 14<sup>th</sup> December 2018.

Signed ..... (Chairman)

Date:

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Place Overview  
Committee

15 February 2019

10.00 am

Item

3

Public

**MINUTES OF THE PLACE OVERVIEW COMMITTEE MEETING HELD ON 14  
DECEMBER 2018  
10.00 - 11.36 AM**

**Responsible Officer:** Tim Ward

Email: [julie.fildes@shropshire.gov.uk](mailto:julie.fildes@shropshire.gov.uk) Tel: 01743 257723

**Present**

Councillors Gwilym Butler (Chairman), Andy Boddington, Rob Gittins, Simon Harris, Paul Milner (Vice Chairman), Dan Morris and William Parr

**36 Apologies for Absence**

Apologies for absence were received from Councillor Paul Wynn.

**37 Disclosable Pecuniary Interests**

Councillor Harris declared an interest as Deputy Portfolio Holder for Public Transport.

**38 Minutes from the Meeting held on 15th November 2018**

It was agreed that consideration of the minutes of the meeting held on 15 November 2018 would be deferred to the next meeting.

**39 Public Question Time**

The following question was received from Mr Peter Richardson: -

'Given your legal obligations under, for instance the Highways Act (1980) and Equality Act (2010), what are you doing to build partnerships with, and listen to, people with a visual impairment and wheelchair users in addressing the problems that A-boards cause?'

It was agreed that a response would be given during the relevant item.

**40 Member Question Time**

There were no questions from Members.

#### 41 **Petition**

Councillor David Vasmer presented a petition from residents of Monkmoor Road requesting that a pedestrian crossing be installed near the junction with Conway Drive. He explained that over the years increased development had led to a rise in the amount of traffic using Monkmoor Road and that the speed of traffic had increased making it difficult for elderly people and parents with young children to cross the road safely. Councillor Pam Moseley supported the request for a crossing.

Mr Dennis Cheese distributed the results of a traffic survey that he had carried out which showed the volumes of traffic using Monkmoor Road. He commented that he had lived in the area for over thirty years and had observed an increase in the volume and speed of traffic on Monkmoor Road.

The Operations Manager advised the meeting that the engineering team would assess the location and look at all the data and would then carry out an assessment. He added that the request would be considered as part of a road safety plan. He agreed to keep local Members updated as to progress with the request.

The Chairman asked whether the need for a crossing was included on the Town Council's list of CIL priorities as CIL money could be used as a method of fast tracking the installation of a crossing.

#### 42 **Street Works Enforcement Policy**

The meeting received the report of the Traffic Manager which set out a proposed Street Works Enforcement Policy. He advised the meeting that following an internal audit of the Street Works Team it had been identified that there was need for a service specific policy to sit alongside the Council's Regulation and Enforcement Policy.

The Street Works Performance Officer gave a presentation (copy attached to the signed minutes) which set out the work of the Streetworks Team, and the measures available to the Council where breaches occur.

A Member commented that the scale of fines under a fixed penalty notice seemed low in relation to the size of the companies involved. The Street Works Performance Officer advised that the level of fines was set by the Department of Transport and could not be changed.

A Member asked how many prosecutions were pursued. The Traffic Manager advised that prosecution was used as a last resort and that a number of factors were considered before prosecuting a firm, and that approximate 1 prosecution per year was carried out.

A Member commented that a section of road in his ward had been closed for a fortnight but contractors were only actually on site for 4 days over that period. The Traffic Manager advised that as part of the permitting process the method of work was considered and that situations like this were addressed although in some cases it was unavoidable.

In response to a query regarding paragraph 5.6 of the policy, the Traffic Manager confirmed that where a case was disposed of other than by prosecution full cost recovery was sought.

**RESOLVED:**

That Shropshire Council consult on this policy, to allow interested parties to comment on its contents and be made aware of the intention that Street Works will have its own policy.

**43 A-Boards Policy Review**

Public Question:

The following question was received from Mr Peter Richardson: -

'Given your legal obligations under, for instance the Highways Act (1980) and Equality Act (2010), what are you doing to build partnerships with, and listen to, people with a visual impairment and wheelchair users in addressing the problems that A-boards cause?'

Mr Richardson addressed the meeting, outlining some of the difficulties that arose for disabled and partially sighted people with the siting of A-boards. The Traffic Manager assured him that all interested parties would be consulted.

The meeting considered the report of the Traffic Manager which set out details of a review of the current A-boards policy and the introduction of an application process.

The Traffic Manager advised the meeting that the current policy had been under review since 2016 and that the policy was being updated and an application process which clearly set out terms and conditions for the use of A-boards was being developed.

The Traffic Manager advised that currently there was no formal enforcement carried out but the Highways Officers would carry out inspections as part of their other work.

In response to a query regarding the number of complaints received regarding the siting of A-boards the Intelligence and Insight Manager advised Members that over the past 12 months there had been a total of 153 formal complaint relating to pavements, 6 of which related to signs and A-boards.

Several Members gave examples of problems within their local area.

The Chairman commented that it was difficult to have a county wide approach as each town was different, and commented that licencing and enforcement of A-boards should be delegated to town councils as they were best placed to recognise the problems locally. He suggested that a basic policy be developed which could be adapted and adopted by the individual councils in accordance with local needs.

**RESOLVED:** That discussions take place with Town & Parish Councils and the VCSA prior to the development of a policy which should be brought back to the Committee for further consideration.

#### 44 **Banners, Bunting and Christmas Lighting Policy Review**

Members received the report of the Traffic Manager which suggested the transfer of the application and approval process for banners, bunting and festive lights to Town and Parish Councils.

The Traffic Manager advised the meeting that the current application and approval process for banners, bunting and festive lights fell within the remit of the Street Works team and that it was felt that this would be better dealt with by Town & Parish Council who have a better knowledge of the local situation. He suggested that each council could develop their own process and best guidance process based on their individual situations.

Members welcomed the proposed approach.

#### **RESOLVED:**

- i) That Officers explore the possible transfer of the banners, bunting & lighting process to local parish and town council authorities with highways guidance supplied by Shropshire Council Street works and Highways teams.
- ii) That a consultation with interested parties take place to gain an insight on available resources and necessary requirements to support or oppose a service responsibility shift.

#### 45 **Development of a New Policy and Process for the Temporary Deposit of Materials on the Highway**

Members considered the report of the Traffic Manager which proposed the development of a new policy and process for the temporary deposit of materials on the highway.

The Traffic Manager advised the meeting that the temporary deposit of materials usually referred to building or horticultural materials to be used at a property when there is no option available off the highway that can safely accommodate the items. He commented that as this was similar to placing a skip on the highway the policy and charging fees would be based on the current skip policy. He added that the introduction of the process would enable co-ordination, monitoring and enforcement of such incident to ensure that disruption is kept to a minimum.

**RESOLVED:** That Officers develop an application and enforcement process which clearly demonstrates appropriate terms and conditions for the use of Shropshire highways road space to temporarily store building materials

#### 46 **Overview and Scrutiny Work Programme 2018-2019**

Members received the report of the statutory Scrutiny Officer which set out the proposed Overview and Scrutiny work programme.

It was agreed that the following items be added to the Committees work programme:



- A-Board policy
- Banners, Bunting and Christmas light policy
- Deposit of Materials on the Highway Policy
- Review of Place Plans

**47 Date/Time of the Next Meeting of the Committee**

Members were reminded that the next meeting of the Place Overview Committee would be held on Thursday 31 January 2019 at 10.00am.

Signed ..... (Chairman)

Date:

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<u>Committee</u>	<u>Item</u>
Place Overview Committee 15 <sup>th</sup> February 2019	<u>Public</u>

## Overview and Scrutiny Work Programme 2018 – 2019

### Responsible officer

Tom Dodds, Statutory Scrutiny Officer

[tom.dodds@shropshire.gov.uk](mailto:tom.dodds@shropshire.gov.uk)

[01743 258518](tel:01743 258518)

### 1.0 Summary

1.1 This paper presents Overview and Scrutiny's proposed work programme for the year ahead. The committees have based their programmes on topics from Shropshire Council's Strategic Action Plan. Committees will also

- scrutinise thematic priorities
- respond to emerging issues and
- follow up on previous work.

### 2.0 Recommendations

2.1 Committee members to:

- confirm the proposed work programme attached as **appendix 1**.
- suggest changes to the committee work programme and
- recommend other topics to consider

### 3.0 Background

3.1 Overview and Scrutiny's committees base this work programme on topics from Shropshire Council's Strategic Action Plan. They also

- scrutinise thematic priorities
- respond to emerging issues
- follow up on previous work
- carry out cross-committee work through task and finish groups.

3.2 The current work programme is attached as **appendix 1**.

#### 4.0 Next steps

- 4.1 Overview and scrutiny updates this report on an ongoing basis and presents it to each overview and scrutiny committee. This will allow members the opportunity to contribute to its development at each committee meeting.

<b>List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)</b>
None
<b>Cabinet Member (Portfolio Holder)</b>
All
<b>Local Member</b>
All
<b>Appendices</b>
Overview and scrutiny work programme
Overview and scrutiny task and finish groups

**Appendix 1**  
**Overview and Scrutiny work programme 2018 to 2019**

**Performance Management Scrutiny Committee**

<b>Topic</b>	<b>Intended outcomes or objectives</b>	<b>What output is required?</b>	<b>Who needs to be heard from?</b>	<b>Expected impact or added value</b>	<b>Work date</b>
Financial Strategy Task and Finish Group final report	<ul style="list-style-type: none"> <li>• Consider the budget proposals and identify the priority areas for further consideration</li> <li>• Identify any likely impacts of the budget proposals and explore how these will be managed with the relevant officers and Portfolio Holders.</li> <li>• Scrutinise investment and income proposals</li> </ul>	task and finish group report	Group Chair  Head of Finance, Governance & Assurance	Proposals for investment and income generation are sound.	6 Feb 2019
Meeting Housing Need	<ul style="list-style-type: none"> <li>• To scrutinise proposals to meet housing need in the county, in particular the three key decisions areas of:               <ul style="list-style-type: none"> <li>○ strategic aims</li> <li>○ development scope and ambition</li> <li>○ governance</li> </ul> </li> </ul>	task and finish group report	Director of Place	Proposals have political backing for their scope, aim and governance.	6 Feb 2019

## Performance Management Scrutiny Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Q2 2018/19 Corporate Performance Report	<ul style="list-style-type: none"> <li>Consider the key underlying and emerging performance issues.</li> <li>Identify any performance areas that they would like to consider in detail or refer to the appropriate overview and scrutiny committee.</li> </ul>	Cabinet performance report	Information, Intelligence and Insight Manager	Committee develops its insight into council performance, and focuses its work on relevant performance issues.	6 Feb 2019
Q2 2018/19 Financial Monitoring Report	<ul style="list-style-type: none"> <li>Consider the key underlying and emerging performance issues.</li> <li>Identify any performance areas that they would like to consider in detail or refer to the appropriate overview and scrutiny committee.</li> </ul>	Cabinet performance report	Head of Finance, Governance & Assurance	Committee develops its insight into council performance, and focuses its work on relevant performance issues.	6 Feb 2019
Climate Change task and finish group	<ul style="list-style-type: none"> <li>Appraise the merit of setting up a task and finish group to scrutinise how the council tackles climate change.</li> </ul>	Verbal report	Information, Intelligence and Insight Manager		6 Feb 2019
Asset management strategy	<ul style="list-style-type: none"> <li>Scrutinise the current asset management strategy</li> </ul>	Overview report	Head of Finance, Governance & Assurance	Asset management strategy supports the capital and investment strategy.	6 Mar 2019

## Performance Management Scrutiny Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Q3 2018/19 Corporate Performance Report	<ul style="list-style-type: none"> <li>Consider the key underlying and emerging performance issues.</li> <li>Identify any performance areas that they would like to consider in detail or refer to the appropriate overview and scrutiny committee.</li> </ul>	Cabinet performance report	Head of Finance, Governance & Assurance	Committee develops its insight into council performance, and focuses its work on relevant performance issues.	6 Mar 2019
Q3 2018/19 Financial Monitoring Report	<ul style="list-style-type: none"> <li>Consider the key underlying and emerging performance issues.</li> <li>Identify any performance areas that they would like to consider in greater detail or refer to the appropriate overview and scrutiny committee.</li> </ul>	Cabinet performance report	Information, Intelligence and Insight Manager	Committee develops its insight into council performance, and focuses its work on relevant performance issues.	6 Mar 2019
Car parking strategy	<ul style="list-style-type: none"> <li>Receive an update on implementation of the recent car parking strategy</li> </ul>	Parking income and other data  Committee report			
Update of roadworks and street works task and finish group	<ul style="list-style-type: none"> <li>To scrutinise progress against the recommendations of the roadworks and street works task and finish group</li> </ul>	Committee report	Highways, Transport and Environment Commissioning Manager	Greater public satisfaction with the process of carrying out roadworks and street works.	5 June 2019

## Performance Management Scrutiny Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Corporate Peer Challenge Report and Action Plan	<ul style="list-style-type: none"> <li>Identify the priorities for action emerging from the recent corporate peer challenge.</li> <li>Scrutinise the council's progress in implementing the report action plan.</li> </ul>	corporate peer challenge report and action plan and progress report	Chief Executive	Shropshire Council is making good progress in implementing the peer challenge action plan.	TBA
Corporate Peer Challenge Report and Action Plan – exception report	<ul style="list-style-type: none"> <li>Scrutinise progress against the action plan.</li> <li>Identify areas for development and make recommendations for improvement.</li> </ul>	action plan update report	Chief Executive	Assurance that the council is making progress in developing its action plan.	TBA

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## Communities Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Engaging diverse communities	<ul style="list-style-type: none"> <li>To agree a terms of reference and work programme to devise a strategy for engaging with the diverse communities of the county, using this work to inform a report by the chief executive.</li> </ul>	terms of reference and work programme +	Director of Place	Appropriate and effective mechanisms to communicate with and engage with diverse communities are in place.	28 Jan 2019



## Communities Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Burial capacity	<ul style="list-style-type: none"> <li>To receive an update on work to secure adequate burial space in Shropshire</li> </ul>	committee overview report	TBA	Ensure adequate burial space in Shropshire.	28 Jan 2019
Community Safety Strategy	<ul style="list-style-type: none"> <li>Understand the updated community safety strategy</li> <li>Scrutinise the research underpinning any changes to the strategy.</li> </ul>	committee overview report presentation to committee	Community Safety Manager	Assurance that the Community Safety Strategy identifies the right priorities for its work.	18 Mar 2019
Public rights of way	<ul style="list-style-type: none"> <li>Understand the challenges faced in keeping public rights of way open.</li> <li>Scrutinise how rights of way are determined, maintained, protected and adjusted</li> <li>Understand the council's responsibilities and budget with regard to maintenance of public rights of way.</li> </ul>	presentation to committee  Great Outdoors Strategy			18 Mar 2019
Community Hubs	<ul style="list-style-type: none"> <li>Consider the development of plans for the creation of five community hubs.</li> <li>Ensure that the proposals will meet any needs resulting from social prescribing.</li> </ul>	topic briefing note  committee overview report  presentation to committee	TBA	Ensure that community hubs effectively meet the needs of Shropshire people.	18 March 2019

## Communities Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Communication with town and parish councils	<ul style="list-style-type: none"> <li>Understand how Shropshire Council communicates with town and parish councils, and make recommendations for how this can be strengthened.</li> </ul>	Committee overview report	TBA		3 June 2019
Digital Transformation Programme	<ul style="list-style-type: none"> <li>Understand how the programme is improving the council's service to its customers.</li> </ul>	Committee overview report	Technology and Communications Manager		16 Sep 2019

## Health and Social Care Scrutiny Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Smoking cessation services	<ul style="list-style-type: none"> <li>Understand existing smoking cessation services</li> <li>Scrutinise proposals for service change.</li> </ul>	<p>committee overview report</p> <p>presentation to committee</p>	Director of Public Health		21 Jan 2019
Future Fit consultation findings	<ul style="list-style-type: none"> <li>Receive an update on the recent consultation on Future Fit reconfiguration of NHS services in Shropshire, including Telford and Wrekin.</li> </ul>	<p>Consultation findings</p> <p>committee overview report</p> <p>presentation to committee</p>	Chair, Health and Social Care Scrutiny Committee	Assurance that the consultation has been carried out thoroughly, and its findings acted upon appropriately.	21 Jan 2019
Care Closer to Home		<p>committee overview report</p> <p>presentation to committee</p>	Director of Performance and Delivery, Shropshire CCG		25 Mar 2019
ASC Quality Assurance Framework		committee overview report	Director, Adult Services		25 Mar 2019

## Health and Social Care Scrutiny Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Ambulance services  (with pre-meeting briefing session)	<ul style="list-style-type: none"> <li>Understand how the service handles the most serious calls and the service's heaviest users.</li> <li>Scrutinise how the service uses response times to deliver an effective service.</li> <li>Provide feedback on a planned visit to the West Midlands Ambulance Service</li> </ul>	<p>Map of public defibrillators in Shropshire</p> <p>directory of ownership and maintenance</p> <p>WMAS performance data and quality accounts</p> <p>Future Fit travel and transport analysis</p>	Shropshire Clinical Commissioning Group		20 May 2019
Better Care and Improved Better Care funds	<ul style="list-style-type: none"> <li>Consider the Improved Better Care Fund and its implications for Shropshire people.</li> <li>Understand the outcomes of the fund and whether these have been achieved.</li> </ul>	<p>committee overview report</p> <p>presentation to committee</p>	Director, Adult Services		15 July 2019

## Health and Social Care Scrutiny Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Regulatory services	<ul style="list-style-type: none"> <li>Understand how the council's regulatory services contribute to the health and wellbeing of Shropshire's communities</li> </ul>	<p>committee overview report</p> <p>presentation to committee</p>	Director of Public Health		15 July 2019
Review of 111 commissioning	<ul style="list-style-type: none"> <li>Scrutinise progress in delivering the new arrangements for 111 services in Shropshire.</li> </ul>	<p>committee overview report</p> <p>presentation to committee</p>	Shropshire Clinical Commissioning Group		15 July 2019

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## People Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Early help hubs	<ul style="list-style-type: none"> <li>Receive an update on development of the early help hubs</li> </ul>	Verbal update	Head of Early Help Partnerships and Commissioning	Ensure progress in developing early help hubs.	20 Feb 2019

## People Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Progress and impact of the delivery of the Ofsted Action Plan	<ul style="list-style-type: none"> <li>Scrutinise progress with the implementation of the Ofsted Action Plan and the benefits realised for children, young people and families in Shropshire.</li> </ul>	overview report	Director, Children's Services	Provide assurance that the council is making good progress in implementing its action plan, delivering the required improvements.	20 Feb 2019
Opportunities for Looked After Children and care leavers to achieve their potential	<ul style="list-style-type: none"> <li>Scrutiny of the implementation of the Looked After Children Plan and the delivery of improved outcomes.</li> <li>Examine the availability and uptake of apprenticeships and employment, and housing support, and consider the benefits and impact.</li> </ul>	Updated Looked After Children Plan  overview report  presentation	Director, Children's Safeguarding	Assurance that Shropshire Council is delivering better outcomes for looked after children and care leavers.	20 Feb 2019
Shropshire Adults Board Annual Report	<ul style="list-style-type: none"> <li>Provide an overview of the Safeguarding Adults Board's work during the previous year.</li> <li>Scrutinise changes to governance arrangements for the Safeguarding Children Board and Safeguarding Adults Board.</li> </ul>	Shropshire Safeguarding Adults Board Annual Report	Independent Chair, Safeguarding Adults Board	Contribute to developing governance arrangements for safeguarding in Shropshire.	27 Mar 2019

## People Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
SEND peer review	<ul style="list-style-type: none"> <li>Scrutinise the findings and any actions from the recent peer review of services for children and young people with special educational needs.</li> </ul>	Peer review findings and action plan  Presentation	Director, Children's Services	Ensure the service's actions plans address the recommendations of the peer review.	27 Mar 2019
Warmer Homes	<ul style="list-style-type: none"> <li>Understand Shropshire Council's role in ensuring people living in privately owned or rented homes have warm homes.</li> <li>Explore opportunities for Shropshire Council to take a greater role in this work.</li> </ul>	Background report and presentation	Director, Adult Services	Ensure people living in privately owned or rented homes have warm homes.	27 Mar 2019
Empty Homes	<ul style="list-style-type: none"> <li>Understand the extent and impact of empty homes in Shropshire.</li> <li>Scrutinise work to minimise the number of empty homes in Shropshire.</li> </ul>	Presentation and overview report			27 Mar 2019
SEN support in specialist school hubs	<ul style="list-style-type: none"> <li>Understand how children with special educational needs are supported in education.</li> </ul>			Children with special educational needs have the right educational support for their needs.	5 June 2019

## People Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
School improvement	<ul style="list-style-type: none"> <li>Scrutinise the impact of changes Shropshire Council's education improvement service.</li> </ul>	<p>overview report</p> <p>presentation</p>	Director, Children's Services	Monitor the impacts of changes to the service and make any recommendations for change.	5 June 2019
Children's services performance dashboard	<ul style="list-style-type: none"> <li>Scrutinise safeguarding and early help performance.</li> <li>Identify any specific patterns or changes which need to be looked at in detail.</li> </ul>	<p>overview report</p> <p>presentation</p>	Director, Children's Services	Ensure that Shropshire Council is targeting support where needed to improve safeguarding.	5 June 2019

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Future topics for consideration include:

- Homepoint
- Drug and alcohol services for young people: To scrutinise the provision of drug and alcohol support services for young people.
- Short breaks for respite care

## Place Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
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## Place Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Local economic growth strategies	<ul style="list-style-type: none"> <li>Review local economic growth strategies</li> </ul>	overview report presentation	Head of Economic Growth	Ensure that market towns have effective growth strategies	15 Feb 2019
Spotlight on a market town	<ul style="list-style-type: none"> <li>Understand how the learning from the local economic growth strategy and the Shrewsbury Big Town plan apply to development in a market town.</li> </ul>	overview report presentation  Supporting policies			15 Feb 2019
Place shaping – diversification of the local economy	<ul style="list-style-type: none"> <li>Scrutinise progress with the delivery of the Council’s Economic Growth Strategy, with particular focus on keys sectors, higher added value businesses, numbers of new jobs created, and new companies Shropshire in the key target sectors.</li> <li>Consider progress in securing investment in the digital and health care sector.</li> </ul>	overview report presentation	Head of Economic Growth	Ensure that housing, transport and built environment strategies effectively support economic growth.  Provide assurance that the Economic Growth Strategy is delivering economic benefits.	28 Mar 2019

## Place Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Shopping Centres	<ul style="list-style-type: none"> <li>Scrutinise how the council is managing its shopping centres in Shrewsbury town centre.</li> <li>Receive an update on progress in redeveloping the centres.</li> </ul>	overview report presentation	Director of Place	Ensure centres are managed well, and that good progress is being made with plans to redevelop the centres.	28 Mar 2019
Shrewsbury BID	<ul style="list-style-type: none"> <li>Scrutinise how the Shrewsbury BID supports businesses in Shrewsbury town centre.</li> </ul>	overview report presentation	Head of Economic Growth		28 Mar 2019
Local Transport Plan	<ul style="list-style-type: none"> <li>Consider the development of the new Local Transport Plan and how it relates to the delivery of the Council's priorities.</li> </ul>	overview report presentation	Head of Commissioning	Contribute to development of Local Transport Plan.  Provide assurance that the plan contributes to housing and economic growth plans	6 June 2019
Support for small and medium enterprises	<ul style="list-style-type: none"> <li>Understand how the local authority aligns its services to support small and medium enterprises looking to set up or locate to Shropshire, following a recommendation from the committee in November 2018.</li> </ul>	Overview report	Head of Economic Growth		18 Jul 2019

## Place Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Highways winter service plan	<ul style="list-style-type: none"> <li>Understand the lesson learned from the previous winter maintenance plan.</li> <li>Scrutinise planning for the winter period 2019-2020.</li> </ul>	<p>overview report</p> <p>presentation</p>	Highways, Transport and Environment Commissioning Manager	Contribute to development of a winter service plan that ensure safe highways and protects vulnerable people.	18 Jul 2019
Place shaping – households and accessible green space	<ul style="list-style-type: none"> <li>Scrutinise progress in implementing accessible green place strategy in light on local plan and place plan development</li> </ul>	<p>overview report</p> <p>presentation</p>		<p>Development of open spaces that improve the liveability of towns and villages</p> <p>Ensure that open spaces maximise the opportunity for people Improve their health and wellbeing.</p>	18 Jul 2019
Local Plan and place plans	<ul style="list-style-type: none"> <li>Consider the revised Local Plan.</li> <li>Scrutinise supporting policy within the local plan policy suite.</li> <li>Understand how the local plan supports economic growth and other corporate priorities.</li> </ul>	<p>report Include overview of Local Plan and key changes to existing plan, including Green belt review</p>	Head of Economic Growth	Assurance that the Local Plan support housing, transport and economic growth priorities.	18 Jul 2019

## Place Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Review of policy on A boards	<ul style="list-style-type: none"> <li>To scrutinise a planned consultation and its findings</li> <li>To make recommendations on future policy in light of consultation findings.</li> </ul>	Overview report	Highways, Transport and Environment Commissioning Manager	The policy balances the needs for businesses to advertise their businesses with maximising footpath accessibility.	5 Sep 2019
WSP annual report	<ul style="list-style-type: none"> <li>Scrutinise performance of our highways delivery partnership</li> </ul>	Annual report	Highways, Transport and Environment Commissioning Manager		7 Nov 2019
Topics for consideration include: <ul style="list-style-type: none"> <li>Rural exception site grants</li> <li>Local housing company</li> </ul>					

opics for consideration include:

- Rural exception site grants
- Local housing company
- Review of Car parking (October)

WSP annual report (October)

Future t

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## Appendix 2

### Current and proposed task and finish groups

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Title	Objectives	Next reporting
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Title	Objectives	Next reporting
Financial Strategy and Innovation and Income Generation	<ul style="list-style-type: none"> <li>• To understand the process and activity stages for developing the Financial Strategy 2018/19 to 2022/23 and how these translate into the Council's annual budgets</li> <li>• To consider and scrutinise the proposals and emerging plans for the whole Financial Strategy and 2019/20 Budget, including how they align to the four pillars. This will be through their development and their implementation, in particular for innovation and raising income.</li> <li>• To consider the alignment of the Financial Strategy and the new Corporate Plan being developed autumn 2018.</li> <li>• To consider the recommendations and areas for action identified in the Corporate Peer Challenge report relating to the Financial Strategy, and how they are being addressed.</li> <li>• To consider the direct and indirect impacts, including risks, of 2019/20 Budget proposals on current services and customers.</li> <li>• To complete specific pieces of work to identify and work up alternatives to emerging plans, including the feasibility of any alternative proposals</li> <li>• Make evidence based recommendations in relation to plans and approaches for innovation and income generation, and alternative proposals for future budget setting.</li> </ul>	Performance Management Scrutiny Committee 6 February
Road casualty reduction	<ul style="list-style-type: none"> <li>• Further analyse statistics on people killed or seriously injured on roads in Shropshire.</li> <li>• Understand the causes of casualties.</li> <li>• Identify existing and potential local authority and partnership policies that can contribute to road casualty reduction.</li> </ul>	Place Overview Committee May 2019

Title	Objectives	Next reporting
Community Transport	<ul style="list-style-type: none"> <li>• To understand how community transport operates in Shropshire, and the demand for community transport services.</li> <li>• Identify how the community transport groups, the council, and other partners can work together to provide community transport to people in Shropshire who do not have access to public or private transport.</li> </ul>	Communities Overview Committee May 2019
Engaging Diverse Communities	<ul style="list-style-type: none"> <li>• To review and propose the scope of Place Plans including their geography and subject areas</li> <li>• To propose options to ensure Place Plans are developed from the bottom-up</li> <li>• To understand how rural enterprise features in our procurement / commissioning processes.</li> <li>• To proposed opportunities to engage with Strategic Levels within the Council and partners in Place Planning</li> <li>• To engage with Town and Parish Councils on options to reset their relationship with Shropshire Council</li> <li>• To identify appropriate and effective mechanisms to communicate with and engage with diverse communities that can be used to inform co-design and collaboration on a range of matters</li> <li>• Make evidence based recommendations</li> </ul>	Communities Overview Committee February 2019
Brexit	<ul style="list-style-type: none"> <li>• To consider the information brought together to develop a view for Shropshire of the possible implications of BREXIT for the Shropshire economy and the achievement of the Economic Growth Strategy.</li> <li>• To identify, with the relevant officers, the key evidence and related requirements of what Shropshire would require from a future UK funding approach.</li> <li>• To make evidence based recommendations to Cabinet.</li> </ul>	Performance Management Scrutiny Committee TBA

Title	Objectives	Next reporting
Section 106 and Community Infrastructure Levy	<ul style="list-style-type: none"> <li>• To understand how Shropshire Council currently uses Section 106, CIL and NHB and the impact that this has had</li> <li>• To understand how Section 106, CIL and NHB could be used in Shropshire to enable or encourage projects or initiatives for economic growth and prosperity</li> <li>• To learn from other places how they have used Section 106, CIL and NHB to enable or encourage projects or initiatives for economic growth and prosperity</li> <li>• To make evidence based recommendations on how Section 106, CIL and NHB could be used in Shropshire to enable or encourage projects or initiatives for economic growth and prosperity</li> </ul>	Performance Management Scrutiny Committee TBA
Meeting housing need in Shropshire	<ul style="list-style-type: none"> <li>• To investigate the three following key decision areas identified as crucial for the overall development of proposals: <ul style="list-style-type: none"> <li>• Strategic Aims</li> <li>• Development Scope &amp; Ambition</li> <li>• Governance</li> </ul> </li> </ul>	Performance Management Scrutiny Committee 6 February 2019