



**Committee and Date**

Cabinet

18 October 2017

**CABINET**

**Minutes of the meeting held on 27 September 2017 in the Shrewsbury Room, Shirehall, Abbey Foregate, Shrewsbury, Shropshire, SY2 6ND**

**12.30 pm - 1.00 pm**

**Responsible Officer:** Jane Palmer  
Email: jane.palmer@shropshire.gov.uk Tel: 01743 257712

**Present**

Councillor Peter Nutting (Leader)  
Councillors Steve Charmley (Deputy Leader), Joyce Barrow, Lezley Picton,  
David Minnery, Robert Macey, Nic Laurens, Lee Chapman and Steve Davenport

**60 Apologies for Absence**

Apologies for absence were received from Councillor Nicholas Bardsley.

**61 Disclosable Pecuniary Interests**

None were declared.

**62 Minutes**

**RESOLVED:**

That the Minutes of the Cabinet meeting held on 6 September 2017 be approved as a correct record and signed by the Leader.

**63 Public Question Time**

No questions had been received from members of the public.

**64 Member Questions**

No questions had been submitted by any member of the Council.

**65 Scrutiny Items**

There were no scrutiny matters for consideration.

**66 Annual Customer Feedback (Complaints, Comments and Compliments) Report 2016/17**

The Deputy Leader and Portfolio Holder for Corporate Support presented a report by the Director of Place and Enterprise that provided an overview of the formal customer feedback received by the Council during 2016/2017. He added that feedback included complaints, compliments, comments and other types of enquiry and drew particular attention to the 40% increase in the number of compliments received. Members noted that very positive feedback had been received on the new archives website.

The Portfolio Holder for Economy and Growth applauded the Council's communication efforts that were reaping rewards illustrated by the feedback levels being received from the public.

**RESOLVED:**

- i) That the Annual Customer Feedback Report 2016/2017 (Appendix 1) be approved for publication on the Council's website;
- ii) That the recommendations included within the Annual Report (pages 15 and 16), highlighting key issues and areas for improvement, be agreed.

**67 Annual Report on Health and Safety Performance 2016/2017**

The Deputy Leader and Portfolio Holder for Corporate Support presented a report from the Director of Place and Enterprise reviewing the Council's health and safety performance for 2016/2017 and identifying the key priorities for 2017/2018. He congratulated the work of the Council's Health and Safety team in making good progress during the year.

**RESOLVED:**

- i) That the contents of the report be accepted; particularly noting:
  - Good progress has been made during 2016/2017 on managing health and safety across the Council.
  - Reportable employee accidents to the Health & Safety Executive (HSE) have reduced and minor accidents have reduced compared to last year's figures.
  - Benchmarking with other Unitary Councils show that Shropshire Council performs well in terms of accident statistics.
  - Service Areas and the Health & Safety Team work well together.
  - The Council continues to maintain a good relationship with the HSE.
- ii) That the Key Actions for 2017/2018 be agreed. The key actions for Shropshire Council are:

- The Health and Safety Team to work with Service Areas to produce and implement H&S management systems including policies, procedures and arrangements
- Development of external contracts with associated Service Level Agreements (SLA) in place.
- Continue updating and monitoring of Workstation Safety Plus to reduce risks associated with musculoskeletal disorders.
- Raise awareness of workstation assessments in particular agile working.
- Continuation of staff wellbeing events throughout the year.
- Support 'Leap into Learning' development for e-learning health and safety awareness courses across service areas.
- Digital Transformation Programme – support development for the management of accident data and case management arrangements for occupational health.
- Promote and engage with Service areas on increased use of the self-monitoring checklists to self-assess compliance with health and safety.
- Employee wellbeing will fit in as part of the Corporate Culture Change programme.

**68 Disposal of Land for the residential development and provision of new community hub on land at former Oakland School site and library site, Bayston Hill**

The Deputy Leader and Portfolio Holder for Corporate Support presented a report from the Director of Place and Enterprise on the development of the former Oakland school site at Bayston Hill.

A local Member, Councillor Clarke, stated that he was delighted to see progress being made that would reap considerable benefits for the local community.

**RESOLVED:**

- i) That the Landowners Development Brief for developers for the Oakland and Glebeland site be approved.
- ii) That the submission of outline planning application in conjunction with the Diocese of Lichfield for the Oakland and Glebeland site be approved.

- iii) That the next steps in the process of disposing of the site and realising a capital receipt be approved:
  - A) Preparation of a joint documents pack for marketing purposes in conjunction with the Lichfield Diocese.
  - B) "Soft market research" to inform the most appropriate procurement/disposal method, again in conjunction with the Lichfield Diocese.
  - C) A future report to come back to Cabinet to confirm the exact method of disposal of the site.

**69 Exclusion of the Public and Press**

**RESOLVED:**

That, in accordance with the provisions of Schedule 12A of the Local Government Act 1972, and Paragraph 10.4 (3) of the Council's Access to Information Procedure Rules, the public and press be excluded from the meeting during consideration of the following item/s.

**70 Highways Term Maintenance Procurement**

The Portfolio Holder for Highways and Transport presented a confidential report from the Director of Place and Enterprise on the award of the Highways and Environment Term Service Contract for the next seven years, from 1<sup>st</sup> April 2018.

**RESOLVED:**

That the recommendations as detailed in the confidential Minutes be approved.

**71 Land at Mile End, Oswestry**

The Deputy Leader and Portfolio Holder for Corporate report reported that there were outstanding technical issues yet to be resolved on this item.

**RESOLVED:**

That consideration of this report be deferred.

Signed ..... (Leader)

Date: .....

