



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

Date: Wednesday, 12 September 2018

Committee: Council

Date: Thursday, 20 September 2018

Time: 10.00 am

Venue: Council Chamber, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND

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

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

Ann Hartley (Chairman)
Peter Nutting (Leader)
Vince Hunt (Speaker)
Steve Charmley (Deputy
Leader)
Peter Adams
Roy Aldcroft
Clare Aspinall
Nicholas Bardsley
Joyce Barrow
Edward Bird
Thomas Biggins
Andy Boddington
Gwilym Butler
Karen Calder
Dean Carroll
Lee Chapman
Ted Clarke
Gerald Dakin
Steve Davenport
Julian Dean
Pauline Dee
David Evans
Roger Evans
Hannah Fraser
Rob Gittins

Nat Green
Simon Harris
Nigel Hartin
Nick Hignett
Richard Huffer
Tracey Huffer
Roger Hughes
Ioan Jones
Simon Jones
Mark Jones
Jonny Keeley
Heather Kidd
Nic Laurens
Christian Lea
Matt Lee
Elliott Lynch
Robert Macey
Jane MacKenzie
Chris Mellings
Paul Milner
David Minnery
Dan Morris
Pamela Moseley
Alan Mosley
Cecilia Motley
Peggy Mullock

Kevin Pardy
William Parr
Vivienne Parry
Tony Parsons
Malcolm Pate
Alexander Phillips
Lezley Picton
Ed Potter
John Price
Keith Roberts
Madge Shington
Harry Taylor
Robert Tindall
Dave Tremellen
Kevin Turley
David Turner
David Vasmer
Claire Wild
Brian Williams
Leslie Winwood
Michael Wood
Tina Woodward
Paul Wynn

Your Committee Officer is:

Jane Palmer Senior Democratic Services Officer

Tel: 01743 257712

Email: jane.palmer@shropshire.gov.uk

AGENDA

1 Apologies for Absence

2 Disclosable Pecuniary Interests

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

3 Minutes (Pages 1 - 10)

To approve as a correct record the minutes of the Council meeting held on 26 July 2018.

4 Announcements

To receive such communications as the Chairman, Speaker, Leader and Head of Paid Service may desire to lay before the Council.

5 Public Questions

To receive any questions from the public, notice of which has been given in accordance with Procedure Rule 14.

6 Annual Treasury Report 2017/2018 (Pages 11 - 24)

Report of the Head of Finance, Governance and Assurance [s151 Officer] is attached.

Contact: James Walton Tel: 01743 258915

7 Revised Minimum Revenue Provision Statement 2018/19 (Pages 25 - 34)

Report of the Head of Finance, Governance and Assurance is attached.

Contact: James Walton Tel: 01743 258915

8 Review of Non-Domestic Rates Discretionary Relief and Council Tax Discretionary Discounts (Pages 35 - 88)

Report of the Head of Finance, Governance and Assurance [s151 Officer] is attached.

Contact: James Walton Tel: 01743 258915

- 9 Local Government Act 1972, Section 101 - Proposed Definitive Map Modification Order to record a Restricted Byway in the Town of Bishop's Castle and Community of Churchstoke, Powys - Acceptance of the delegation from Powys County Council to make the order on their behalf**
(Pages 89 - 104)

Report of the Highways, Transport and Environment Manager is attached.

Contact: Steve Brown Tel: 01743 257802

- 10 Annual Portfolio Holder Report for Finance** (Pages 105 - 110)

Report of the Portfolio Holder for Finance is attached.

Portfolio Holder: Councillor David Minnery

- 11 Annual Portfolio Holder Report for Economic Growth** (Pages 111 - 122)

Report of the Portfolio Holder for Economic Growth is attached.

Portfolio Holder: Councillor Nic Laurens

- 12 Annual Portfolio Holder Report for Planning and Housing Development** (Pages 123 - 128)

Report of the Portfolio Holder for Planning and Housing Development is attached.

Portfolio Holder: Councillor Robert Macey

- 13 Annual Report 2017/2018 of the Performance Management Scrutiny Committee**
(Pages 129 - 132)

The Annual Report from the Chair of the Performance Management Scrutiny Committee is attached.

Contact: Councillor Claire Wild

- 14 Annual Report 2017/2018 of the Place Overview Committee** (Pages 133 - 136)

The Annual Report from the Chair of the Place Overview Committee is attached.

Contact: Councillor Gwilym Butler

15 Motions

The following motions have been received in accordance with Procedure Rule 16:

1. The following motion has been received from Councillor T Huffer and supported by Councillors A Boddington, R Huffer and V Parry

Shropshire Council has an important role in supporting communities across the county. Resilient communities enhance the quality of life, promote wellbeing and reduce costs to the social care and health sectors. The council has been reducing its support for communities in the face of budget cuts. This includes cuts to the community enablement team and threats to abolish Local Joint Committees. Vital support for youth budgets and for early help through the Sure Start community centres has been cut.

This Council instructs the Chief Executive to develop a strategy for the Council to positively promote its engagement with the diverse communities across Shropshire, taking account of its rurality and levels of deprivation.

2. The following motion has been received from Councillor A Phillips and supported by Councillors D Carroll, D Turner, S Harris and R Gittins:
This Council abhors racism in all forms and is particularly concerned at the rise in profile and frequency of antisemitism nationally.

Shropshire Council wishes to join with the Government and other local authorities across the UK in signing up to the internationally recognised International Holocaust Remembrance Alliance guidelines on antisemitism which define antisemitism thus:

“Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, towards Jewish Community institutions and religious facilities.”

Manifestations might include the targeting of the state of Israel, conceived as a Jewish collectivity. However, criticism of Israel similar to that leveled against any other country cannot be regarded as antisemitic. Antisemitism frequently charges Jews with conspiring to harm humanity, and it is often used to blame Jews for “why things go wrong.” It is expressed in speech, writing, visual forms and action, and employs sinister stereotypes and negative character traits.

Contemporary examples of antisemitism in public life, the media, schools, the workplace, and in the religious sphere could, taking into account the overall context, include, but are not limited to:

- Calling for, aiding, or justifying the killing or harming of Jews in the name of a radical ideology or an extremist view of religion.
- Making mendacious, dehumanising, demonizing or stereotypical allegations about Jews as such or the power of Jews as collective - such as, especially but not exclusively, the myth about a world Jewish conspiracy or of Jews controlling the media, economy, government or other societal institutions.
- Accusing Jews as a people of being responsible for real or imagined wrongdoing committed by a single Jewish person or group, or even for acts

committed by non-Jews.

- Denying the fact, scope, mechanisms (e.g. gas chambers) or intentionality of the genocide of the Jewish people at the hands of National Socialist Germany and its supporters and accomplices during World War II (the Holocaust)
- Accusing the Jews as a people, or Israel as a state, of inventing or exaggerating the Holocaust.
- Accusing Jewish citizens as being more loyal to Israel, or to the alleged priorities of Jews worldwide, than to the interests of their own nations
- Denying the Jewish people their right to self-determination, e.g. by claiming that the existence of the State of Israel is a racist endeavour.
- Applying double standards by requiring of it a behaviour not expected or demanded of any other democratic nation.
- Using the symbols and images associated with classic antisemitism (e.g. claims of Jews killing Jesus or blood libel) to characterise Israel or Israelis.
- Drawing comparisons of contemporary Israeli policy to that of the Nazis
- Holding Jews collectively responsible for the actions of the state of Israel.

This Council therefore resolves to:

- 1) Restate its condemnation of all forms of racism in all its manifestations
- 2) Adopt the IHRA definition of antisemitism as the working model for challenging and confronting incidents of this form of racism.
- 3) Asks the Chief Executive to look to adopt similarly agreed definitions to confront and challenge all forms of racism and discrimination that exist within our society.

16 Questions from Members

To receive any questions from Members, notice of which has been given in accordance with Procedure Rule 15.2. **TO FOLLOW**

17 Shirehall Redevelopment and Refurbishment Project

Report of the Head of Business, Enterprise and Commercial Services is attached. **TO FOLLOW**

Contact: Tim Smith Tel: 01743 258998

18 Exclusion of the Public and Press

To resolve 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 Rules, the public and press be excluded from the meeting during consideration of the following item/s.

19 Exempt Minutes (Pages 137 - 138)

To approve as a correct record the exempt Minutes of the Council meeting held on 26 July 2018.



Committee and Date

Council

20 September 2018

COUNCIL

**Minutes of the meeting held on 26 July 2018 in the Council Chamber, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND
10.00 am - 1.10 pm**

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

Present

Councillors Ann Hartley and Peter Nutting (Leader)
Councillors Vince Hunt (Speaker), Steve Charmley (Deputy Leader), Peter Adams, Roy Aldcroft, Clare Aspinall, Joyce Barrow, Thomas Biggins, Andy Boddington, Karen Calder, Dean Carroll, Ted Clarke, Gerald Dakin, Steve Davenport, Julian Dean, David Evans, Roger Evans, Hannah Fraser, Rob Gittins, Nat Green, Simon Harris, Nigel Hartin, Nick Hignett, Richard Huffer, Roger Hughes, Ioan Jones, Simon Jones, Jonny Keeley, Heather Kidd, Nic Laurens, Christian Lea, Elliott Lynch, Jane MacKenzie, Chris Mellings, Paul Milner, David Minnery, Dan Morris, Pamela Moseley, Alan Mosley, Cecilia Motley, Peggy Mullock, Kevin Pardy, William Parr, Vivienne Parry, Tony Parsons, Alexander Phillips, Lezley Picton, Ed Potter, John Price, Madge Shingleton, Harry Taylor, Dave Tremellen, Kevin Turley, David Turner, David Vasmer, Claire Wild and Brian Williams

The Late Stuart West

Following Council prayers, the Chairman, Councillor A Hartley introduced the Deputy Chief Fire Officer, Mr Andy Johnston, to the meeting who was present to pay tribute to the late Stuart West and his exemplary work and service to the West Mercia Fire and Rescue Authority. He stated that he had been a gentleman, a champion and a true friend. These sentiments were echoed by Councillor M Wood who paid similar tribute to an outstanding member of the Council. Council held a one-minute silence in memory of and in tribute to the late Stuart West.

16 Apologies for Absence

Apologies for absence were received from Councillors N Bardsley, G Butler, L Chapman, P Dee, T Huffer, M Jones, M Lee, R Macey, M Pate, K Roberts, R Tindall and L Winwood.

17 Disclosable Pecuniary Interests

Members were 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.

18 Minutes

RESOLVED:

That the Minutes of the Council meeting held on 17 May 2018 be approved and signed as a correct record.

19 Announcements

Chairman's Engagements

The Chairman referred Members to the list of official engagements that she had carried out during the period 17 May to 25 July 2018 which had been circulated at the meeting.

One Minute Silence

Council stood for one minute in silence in recognition of the Srebrenica Memorial Day to mark the genocide that occurred in July 1995 when over 8372 men and boys were killed in the worst atrocity since World War 2.

Vote of Thanks

The Chairman proposed a vote of thanks to the retiring Chief Executive of the Severn Hospice, Mr Paul Cronin, after 15 years' service to the organisation. Mr Cronin, present at the meeting, stated that he was moved and humbled by the Council's recognition and stressed that the staff and volunteers at the hospice must also be recognised for their ongoing exemplary work.

MJ Award

The Chairman drew attention to the recent success of the Council's Housing team who had beaten off competition from four other authorities to win the MJ Award for the innovation in finance category for the Council's buy to let scheme. Council was pleased to recognise this achievement.

20 Public Questions

Mr S Mulloy was present at the meeting and asked three questions, a response was supplied. A copy of the questions and answers, tabled at the meeting, is included with the formal record of the meeting.

21 Returning Officer's Report

It was proposed by the Chairman, Councillor A Hartley, and seconded by the Speaker, Councillor V Hunt that the report be received and noted.

RESOLVED:

That the contents of the Returning Officer's report be noted and approved.

22 Financial Outturn 2017/2018 Revised

It was proposed by the Leader, Councillor Nutting, and seconded by Councillor Minnery, that the report of the Head of Finance, Governance and Assurance on the revised Financial Out-turn 2017/2018, a copy of which is attached to the signed minutes and the recommendations contained therein, be received and agreed.

Responding to concerns raised by some Members on a number of budgetary underspends, the Portfolio Holder for Finance, Councillor D Minnery, commented on the level of Member confusion regarding the Council's use of capital. The Leader, Councillor P Nutting, added that the report illustrated the Council's sensible money management in accordance with the advice of its Auditors and concluded that the Council was again on target to achieve a balanced budget.

RESOLVED:

- i) That it be noted that the Outturn for the Revenue Budget for 2017/18 is an underspend of £0.529m, this represents 0.09% of the original gross budget of £563.3m.
- ii) That it be noted that the level of general balance after adjusting for the underspend and insurance position stands at £15.311m, which is above the anticipated level assessed in February 2017.
- iii) That it be noted that the Outturn for the Housing Revenue Account for 2017/18 is an underspend of £0.007m and the level of the Housing Revenue Account reserve stands at £8.225m (2016/17 £9.031m).
- iv) That the increase in the level of Earmarked Reserves and Provisions (excluding delegated school balances) of £8.026m in 2017/18 and the reasons for this be noted.
- v) That the level of school balances stand at £5.381m (2016/17 £6.280m) be noted.
- vi) That net budget variations of £1.472m to the 2017/18 capital programme, detailed in Appendix 5/Table 11 and the re-profiled 2017/18 capital budget of £59.748m be approved.
- vii) That the re-profiled capital budgets of £61.795m for 2018/19, including slippage of £10.140m from 2017/18, £25.986m for 2019/20 and £15.568m for 2020/21 as detailed in Appendix 5 /Table 15 be approved.
- viii) That the outturn expenditure set out in Appendix 5 of £49.608m, representing 83% of the revised capital budget for 2017/18 be accepted.

- ix) That retaining a balance of capital receipts set aside of £20.857m as at 31st March 2018 to generate a one-off Minimum Revenue Provision saving of £0.485m in 2018/19 be approved.

23 Final Statement of Accounts 2017/2018

It was proposed by Councillor P Adams and seconded by Councillor B Williams that both the report and the addendum report of the Head of Finance, Governance and Assurance, copies of which are attached to the signed minutes, and the recommendations contained therein be received and agreed.

Responding to a question from Councillor Evans, Councillor B Williams stated that he would provide information re cost implications of staffing compulsory redundancies. Referring to the question raised by Councillor K Pardy on Looked After Children, Councillor Williams confirmed that each child would get the best and most appropriate care for their individual circumstances.

Above all, Council noted that the Auditors, Grant Thornton had issued an unqualified report on the Council's Statement of Accounts 2017/18.

RESOLVED:

- i) That the 2017/18 Statement of Accounts be considered and approved and that the Chairman of the Council signs them (in accordance with the requirements of the Accounts and Audit Regulations 2015).
- ii) That the Head of Finance, Governance and Assurance be authorised to make any minor adjustments to the Statement of Accounts prior to the 31st July 2018.
- iii) That the Head of Finance, Governance and Assurance and the Chairman of the Audit Committee sign the letter of representation in relation to the financial statements on behalf of the Council and send to the External Auditor.
- iv) That the changes to the 2017/2018 Statement of Accounts, as detailed in the Addendum Report, be noted.

24 Annual Assurance Report of the Audit Committee 2017/2018

It was proposed by Councillor P Adams and seconded by Councillor B Williams that the report of the Head of Finance, Governance and Assurance, a copy of which is attached to the signed minutes, and the recommendations contained therein be received and agreed.

Council was pleased to note the unqualified report that illustrated that the Council had in place reliable, adequate and effective risk management and internal control

systems that contributed to the Council's high corporate governance standards. Thanks were conveyed to all staff involved and the value of extensive Member training that had refined Member questioning skills and the process as a whole was recognised.

RESOLVED:

That the contents of the Annual Assurance Report 2017/18 be considered and accepted.

25 Shropshire Council Corporate Peer Challenge

It was proposed by the Leader, Councillor P Nutting and seconded by the Deputy Leader, Councillor S Charmley that the report of the Chief Executive, a copy of which is attached to the signed minutes, and the recommendations contained therein be received and agreed.

The Leader commented on the benefits of the recent Corporate Peer Challenge whilst recognising the challenges that would be taken forward as a result of the process. Council noted that the process was not an inspection but was a process focussed on improvement and to complement and add value to the Council's own performance and improvement processes.

Council recognised the positive points highlighted in the feedback together with the areas where the Council could make improvements. Members found the report to be of interest and noted in particular the eleven recommendations from the Peer Team that were detailed in the report.

Areas highlighted by Members included the importance of communicating its Vision and Strategy, improving communication and dialogue between Cabinet and lead Officers, succession planning, greater investment in Broadband, the level of risk to meet savings targets, the need for a whole Council approach, clear priorities for capital investment, review of the Local Plan with an accompanying green infrastructure, and Scrutiny Committee leadership.

The honesty and courage in bringing the report to the attention of the Council in a public arena was applauded as a positive step; the significant challenges within the report were duly recognised. The Deputy Leader, Councillor S Charmley, stressed that the report was largely positive, risks and opportunities had to be continually measured, 'challenge' was part of the process and a positive outlook for the future was being fostered. In bringing the debate to a close, the Leader, Councillor P Nutting, noted the points that had been raised and concluded that the culture of the Council was changing.

RESOLVED:

- i) That the Corporate Peer Challenge report be endorsed.

- ii) That the recommendations made by the Corporate Peer Challenge Team be agreed.
- iii) That Members take part in a workshop session following the Council meeting on 26 July 2018 to consider the recommendations and specific areas for action and prioritise them.
- iv) That progress in delivering agreed and prioritised recommendations be incorporated into the quarterly corporate performance management reports.

26 **Gambling Act 2005 - Policy Statement 2019 to 2022**

It was proposed by Councillor J Barrow and seconded by Councillor S Jones that the report of the Director of Public Health, a copy of which is attached to the signed minutes, and the recommendations contained therein be received and agreed.

RESOLVED:

- i) That the proposed Gambling Act 2005 Policy Statement 2019 to 2022, as set out in Appendix 1, be agreed.
- ii) That authority be delegated to the Trading Standards and Licensing Operations Manager to publish the policy statement and to advertise it in accordance with the provisions of the Gambling Act 2005.
- iii) That the Gambling Act 2005 Policy Statement 2019 to 2022 be adopted with effect from 31 January 2019.

27 **Portfolio Holder Annual Report for Culture and Leisure**

It was proposed by Councillor L Picton, the Portfolio Holder for Culture and Leisure, and seconded by Councillor C Motley that the report, a copy of which is attached to the signed minutes and the recommendations contained therein, be received.

Councillor Picton presented and amplified her report and responded to the questions, concerns and comments from Members, including Councillors Motley, Laurens, Parry, Kidd, Fraser and Phillips.

RESOLVED:

That the contents of the report be noted and approved.

28 **Portfolio Holder Annual Report for Transport and Highways**

It was proposed by Councillor S Davenport, the Portfolio Holder for Transport and Highways, and seconded by Councillor S Harris that the report, a copy of which is

attached to the signed minutes and the recommendations contained therein, be received.

Councillor Davenport presented and amplified his report and responded to the questions, concerns and comments from Members, including Councillors Boddington, Parry, Evans, Keeley, Kidd, McKenzie, Fraser, Morris and Mosley.

RESOLVED:

That the contents of the report be noted and approved.

29 Annual Report 2017/2018 - Communities Overview Committee

It was proposed by Councillor C Motley, and seconded by Councillor N Hignett that the report, a copy of which is attached to the signed minutes and the recommendations contained therein, be received.

Councillor C Motley amplified some points within the report and drew particular attention to the valuable work undertaken by Task and Finish Groups throughout the year. Accepting comments raised regarding community transport she stated that a future Task and Finish Group to work on this issue would be considered as part of a future Work Programme.

RESOLVED:

That the contents of the report be noted and approved.

30 Appointments to Committees

It was proposed by the Speaker, Councillor V Hunt and seconded by the Chairman, Councillor A Hartley that the changes to Committee memberships be considered and agreed.

RESOLVED:

That the following changes to Committee memberships be confirmed:

Health and Adult Social Care Overview and Scrutiny Committee

Councillor S Jones replaced Councillor P Wynn as a member of the committee

Strategic Licensing Committee

Councillor E Lynch replaced Councillor D Evans as a member of the committee

Councillor D Evans replaced Councillor E Lynch as a substitute member of the committee

31 **Motions**

The following Motion was proposed by Councillor D Morris and supported by Councillors L Picton, D Turner, S Jones and N Laurens:

'That Council agrees to ban the use of sky lanterns from any Council owned or managed premises and property and urges Parliament to use its powers to ban their use throughout England.

The reason for the decision is that the Council recognises the fire hazard associated with the use of sky lanterns (known as Chinese lanterns) which can potentially lead to the loss of life, damage to property, risk to wildlife and farm animals and increase the pressure on the police, fire service and medical emergency services'.

On being put to the vote this Motion was supported by the majority.

32 **Report of the Shropshire and Wrekin Fire and Rescue Authority**

It was proposed by Councillor P Wynn and seconded by Councillor P Milner that the report of the Shropshire and Wrekin Fire and Rescue Authority, a copy of which is attached to the signed minutes, be received and noted.

RESOLVED:

That the report of the Shropshire and Wrekin Fire and Rescue Authority of the Annual Meeting held on 20 June 2018, be noted.

33 **Member Questions**

The Speaker advised that six questions from Members had been received in accordance with Procedure Rule 15 (copy of the report containing the detailed questions and their formal responses is attached to the signed minutes).

- (i) Received from Councillor T Huffer [and in her absence the question was asked by Councillor R Huffer] and answered by Councillor J Barrow, the Portfolio Holder for Communities, Waste and Regulatory Services in relation to Shropshire Council's Community Enablement Team.

By way of a supplementary question, Councillor R Huffer asked that if there was a reduction in the number of Community Enablement Officers, that existing staff should be concentrated in the south of the county. The Portfolio Holder stated that she would answer the question as soon as possible following a pending workshop to consider the issues.

- (ii) Received from Councillor A Boddington and answered by Councillor S Davenport, the Portfolio Holder for Transport and Highways in relation to the Council's current plans and policies relating to EV charging points.

By way of a supplementary question, Councillor Boddington requested that an EV Strategy be considered at a future meeting of a committee of the Council. The Portfolio Holder agreed with this course of action.

- (iii) Received from Councillor A Boddington and answered by Councillor S Davenport, the Portfolio Holder for Transport and Highways in relation to the Council's policies for verge cutting and biodiversity.

By way of a supplementary question, Councillor Boddington requested that a review of these policies be considered at a future meeting of one of the Council's Scrutiny Committees. The Portfolio Holder agreed that scrutiny should be requested to give this consideration.

- (iv) Received from Councillor V Parry and answered by Councillor S Davenport, the Portfolio Holder for Transport and Highways in relation to the maintenance of Ludlow Eco Park.

By way of a supplementary question, Councillor Parry asked for information on the timelines for improvements and drew attention to other issues on this site. The Portfolio Holder stated that he had received an invitation from the Mayor of Ludlow to view the site; Councillor Parry was also welcome to attend.

- (v) Received from Councillor P Moseley and answered by Councillor L Chapman, the Portfolio Holder for Adult Services, Health and Social Housing in relation to the impact of cuts to areas of public health services.

The Portfolio Holder agreed to supply a written response to a written supplementary question to be submitted by Councillor Moseley.

- (vi) Received from Councillor R Evans and answered by Councillor S Davenport, the Portfolio Holder for Transport and Highways in relation to the Environmental Maintenance Grant Programme.

By way of a supplementary question, Councillor Evans requested further information relating to backdated applications to this programme. The Portfolio Holder stated that he would provide a written response.

34 Exclusion of the Press and Public

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.

35 Paul's Moss Development, Whitchurch

It was proposed by the Deputy Leader, Councillor S Charmley and seconded by Councillor G Dakin, that the exempt report, a copy of which is attached to the exempt signed Minutes, be received and approved.

RESOLVED:

That the three exempt recommendations be approved as detailed in the exempt report.

36 The Tannery Development - Tenant Works

It was proposed by the Deputy Leader, Councillor S Charmley and seconded by Councillor D Carroll, that the exempt report, a copy of which is attached to the exempt signed Minutes, be received and approved.

RESOLVED:

That the exempt recommendation be approved as detailed in the exempt report.

Signed (Speaker/Chairman)

Date:



Committee and Date

Audit Committee
13 September 2018

Cabinet
17 September 2018

Council
20 September 2018

ANNUAL TREASURY REPORT 2017/18

Responsible Officer James Walton

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Tel: (01743) 258915

1. Summary

- 1.1. The report informs members of treasury activities for Shropshire Council for 2017/18, including the investment performance of the internal treasury team to 31 March 2018. The internal treasury team outperformed their investment benchmark by 0.24% in 2017/18 and performance for the last three years is 0.28% per annum above benchmark. Treasury activities during the year have been within approved prudential and treasury indicators set and have complied with the Treasury Strategy.
- 1.2. During 2017/18 the performance of the Treasury Team delivered an underspend of £1.557 million compared to budget as highlighted in paragraph 10.4 of this report. This underspend helped the Council to achieve an overall underspend at the end of the financial year.

2. Recommendations

- 2.1. Members are asked to accept the position as set out in the report.

REPORT

3. Risk Assessment and Opportunities Appraisal

- 3.1. The recommendations contained in this report are compatible with the provisions of the Human Rights Act 1998.
- 3.2. There are no direct environmental, equalities or climate change consequences arising from this report.
- 3.3. Compliance with the CIPFA Code of Practice on Treasury Management, the Council's Treasury Policy Statement and Treasury Management Practices and the Prudential Code for Capital Finance together with the rigorous internal controls will enable the Council to manage the risk associated with Treasury Management activities and the potential for financial loss.

4. Financial Implications

- 4.1. The Council makes assumptions about the levels of borrowing and investment income over the financial year. Reduced borrowing as a result of capital receipt generation or delays in delivery of the capital programme will both have a positive impact of the council's cash position. Similarly, higher than benchmarked returns on available cash will also help the Council's financial position. For monitoring purposes, assumptions are made early in year about borrowing and returns based on the strategies agreed by Council in the preceding February. Performance outside of these assumptions results in increased or reduced income for the Council.
- 4.2. The 2017/18 performance is above benchmark for the reasons outlined in paragraph 10.4 of this report and has delivered additional income of £1.557 million which has been reflected in the final Revenue Monitor report for 2017/18.

5. Background

- 5.1. The Council defines its treasury management activities as “the management of the authority's investments and cash flows, its banking, money market and capital market transactions, the effective control of the risks associated with those activities, and the pursuit of optimum performance consistent with those risks”.
- 5.2. The Council is required through regulations issued under the Local Government Act 2003 to produce an annual treasury report reviewing treasury management activities and the actual prudential and treasury indicators for 2017/18. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities.
- 5.3. Changes in the regulatory environment place a much greater onus on members for the review and scrutiny of treasury management policy and activities. Minimum reporting requirements are that the Council should receive the following reports:
 - An annual treasury strategy in advance of the year.
 - A mid-year treasury update report.
 - An annual report following the year describing the activity compared to the strategy.
- 5.4. The CIPFA Code of Practice on Treasury Management states that these reports should be scrutinised by a nominated committee. These reports were scrutinised by the Audit Committee before they were reported to full Council for approval.
- 5.5. In addition to the minimum reporting requirements, the Director's and Cabinet also receive quarterly treasury management update reports for information.

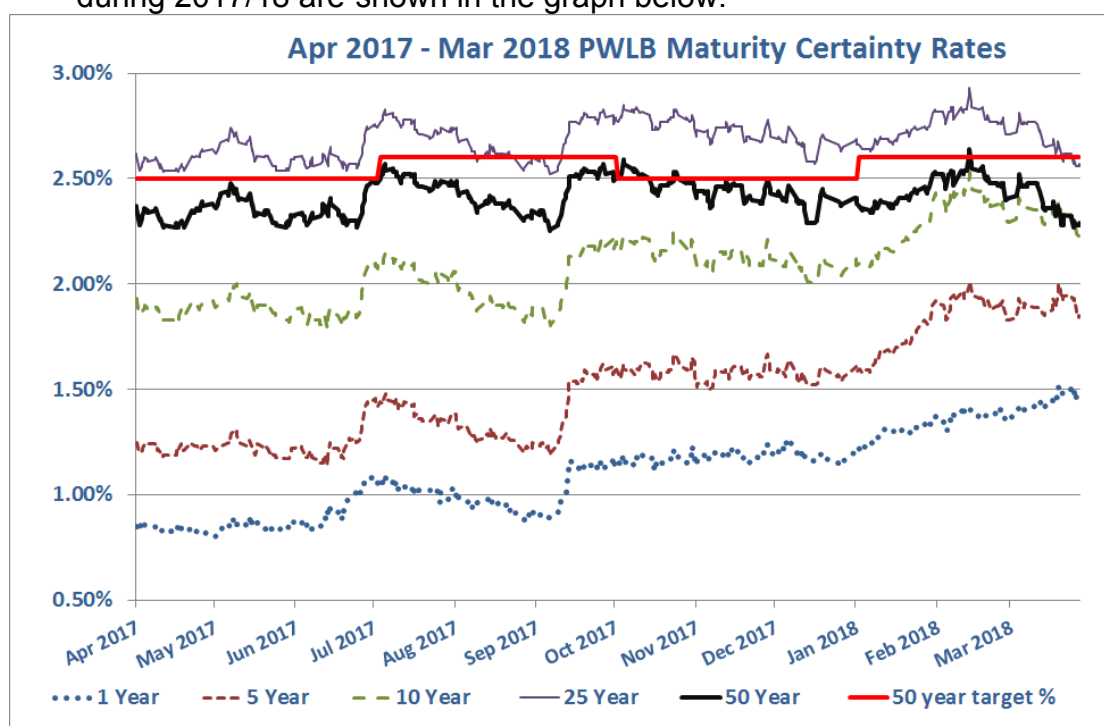
5.6. The Treasury Strategy for 2017/18 was approved by Council in February 2017, the mid-year treasury update report was approved by Council in December 2017. This Annual Report sets out our actual treasury performance for the year and shows how the actual treasury performance varied from our estimates and planning assumptions.

6. Borrowing Strategy for 2017/18

- 6.1. The Council's only borrowing requirement identified within the Capital Programme 2017/18 to 2019/20 was self-financing prudential borrowing of £300,000 therefore no external borrowing was required but based on the prospects for interest rates outlined in the Treasury Strategy, the Council would adopt a pragmatic approach if circumstances changed when considering any new borrowing.
- 6.2. Short term Public Works Loan Board (PWLB) rates were expected to be significantly cheaper than longer term borrowing rates during the year therefore borrowing in the under 10 year period early on in the financial year when rates were expected to be at their lowest would be considered. Variable rate borrowing was also expected to be cheaper than long term fixed rate borrowing throughout the year.
- 6.3. An alternative strategy was to defer any new borrowing as long term borrowing rates were expected to be higher than investment rates during the year. This would maximise savings in the short term and also have the added benefit of running down investments which would reduce credit risk. Short term money market borrowing was not used during the year.

7. Borrowing outturn for 2017/18

7.1. The Treasury Team take advice from its external treasury advisor, Link Asset Services, on the most opportune time to borrow. Movements in rates during 2017/18 are shown in the graph below.



- 7.2. Members have previously been advised of the unexpected change of policy on PWLB lending arrangements in October 2010 following the Comprehensive Spending Review. This resulted in an increase in all new borrowing rates of between 0.75 – 0.85%, without an associated increase in early redemption rates. This made new borrowing more expensive and repayment relatively less attractive.
- 7.3. The table below shows PWLB borrowing rates for a selection of maturity periods. The table also shows the high and low points in rates during the year, average rates during the year and individual rates at the start and the end of the financial year.

	1 Year	5 Year	10 Year	25 Year	50 Year
1/4/17	0.85%	1.25%	1.93%	2.62%	2.37%
31/3/18	1.47%	1.85%	2.23%	2.57%	2.29%
Low	0.80%	1.14%	1.78%	2.52%	2.25%
Date	03/05/2017	15/06/2017	15/06/2017	08/09/2017	08/09/2017
High	1.51%	2.01%	2.53%	2.93%	2.64%
Date	21/03/2018	15/02/2018	15/02/2018	15/02/2018	15/02/2018
Average	1.11%	1.50%	2.08%	2.69%	2.41%

- 7.4. Following discussions with Link, as general fund borrowing rates were significantly higher than investment rates during the year it was agreed that if any new borrowing was required during the year it would be deferred in order to maximise savings in the short term and reduce credit risk by reducing investments. No new external borrowing was required in 2017/18.
- 7.5. The Council's total debt portfolio at 31 March 2018 is set out below:-

Type of Debt	Balance £m	Average Borrowing Rate 2017/2018
General Fund Fixed rate – PWLB	185.42	5.27%
HRA Fixed rate - PWLB	83.35	3.51%
Fixed rate – Market	49.20	4.10%
Variable rate	0	N/A

- 7.6. The maturity profile of the debt is evenly spread to avoid large repayments in any one financial year. The average debt period for PWLB loans is 20 years, market loans have an average debt period of 52 years. The total debt portfolio has a maturity range from 1 year to 60 years.
- 7.7. The Treasury Strategy allows up to 15% of the total outstanding debt to mature in any one year. It is prudent to have the Council's debt maturing over many years so as to minimise the risk of having to re-finance when interest rates may be high. The actual debt maturity profile is within these limits (Appendix A).

8. Debt rescheduling

- 8.1. No debt restructuring was undertaken during 2017/18. The introduction of a differential in PWLB rates on the 1 November 2007, which was compounded further following a policy change in October 2010 as outlined above has meant that large premiums would be incurred if debt restructuring was undertaken, which cannot be justified on value for money grounds.
- 8.2. Although these changes have restricted debt restructuring, the current debt portfolio is continually monitored in conjunction with external advisers in the light of changing economic and market conditions to identify opportunities for debt rescheduling. Debt rescheduling will only be undertaken:
 - To generate cash savings at minimum risk.
 - To help fulfil the Treasury Strategy.
 - To enhance the balance of the long term portfolio by amending the maturity profile and/or volatility of the portfolio.

9. Investment Strategy for 2017/18

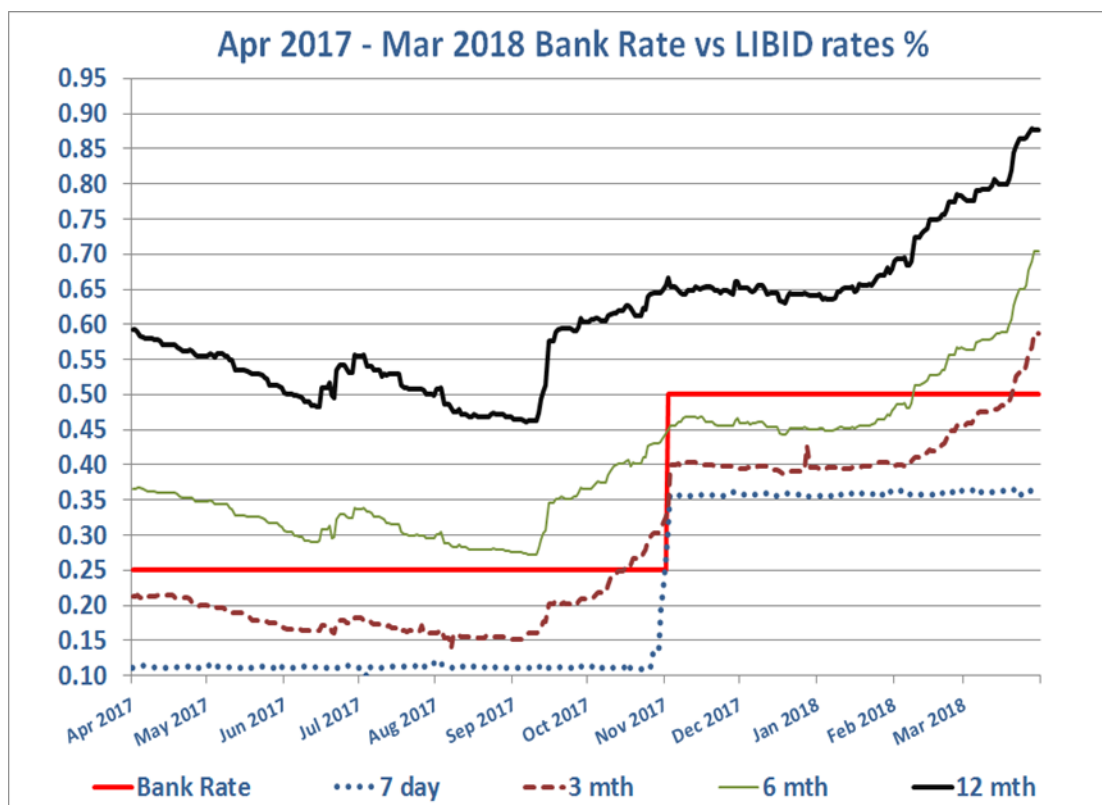
- 9.1. Our treasury advisor originally felt when the strategy was approved by Council in February 2017 that the bank rate would remain at its historically low level of 0.25% until June 2019 when a rise to 0.50% was expected. During the year their interest rate forecast was reviewed and their updated forecast was approved by Council in December 2017 as part of the mid-year report. Their revised forecast took account of the increase in the bank rate to 0.50% in November 2017 and they expected it to remain at this level until December 2018 before increasing again to 0.75%.
- 9.2. In 2017/18 investment of surplus cash was managed by the internal treasury team. The strategy for the in-house team was influenced by the need to keep funds relatively short for cash flow purposes. Lending continued to be restricted to UK banks, one overseas bank, three Building Societies, two Money Market Funds (AAA credit rating), Part Nationalised Banks, UK Government and other Local Authorities in line with the Council's policy on creditworthiness which was approved in the Annual Investment Strategy.

10. Investment outturn 2017/18

- 10.1 Bank Rate was increased from 0.25% to 0.50% in November 2017 and remained at that level for the rest of the year. Deposit rates continued into the start of the year at previous depressed levels but were on a gently rising trend in the second half of the financial year after the Monetary Policy Committee's decision in November to increase Bank Rate.
- 10.2 To counter the low investment rates and following advice from Link, use was made of direct deals with main UK banks, for various periods from three months to one year. Direct deals offered enhanced rates over the equivalent rates available through brokers. This provided opportunities to lock into higher, long term rates at times when it was thought they offered substantial enhancement over short term benchmark rates. Enhanced market rates when compared to bank rate has resulted in the total portfolio outperforming the benchmark. Use of instant access accounts with HSBC

and Svenska Handelsbanken was continued, together with use of Money Market Funds with Standard Life & Insight Investment. These accounts offered both instant access to funds and paid a rate which was higher than placing short term deposits through brokers.

10.3 Movements in short term rates through the year are shown in the below.



10.4 Throughout the year the average interest rate earned on investments was higher than budgeted. This resulted in the internal treasury team achieving a higher level of interest on revenue balances than budgeted. This surplus was in addition to an under-spend on debt charges due to no long term general fund borrowing being undertaken in 2017/18. The total £1.557 million underspend helped the Council to achieve an overall under spend at the end of the financial year.

10.5 At 31 March 2018 the allocation of the cash portfolio was as follows:

	£m
• In-house short dated deposits for cash flow management	71.9
• In-house long dated deposits (up to 1 year)	5.0
• Other Local Authorities	15.0
Total	91.9

10.6 The following table shows the average return on cash investments for the internal treasury team during the year and for the last 3 years to 31 March 2018. Recognising the need to manage short term cash flow requirements, the target for the internal team is the 7 day LIBID rate.

	Return	Return
--	---------------	---------------

	2017/18	3 years to 31 March 2018
	%	% p.a.
Internal Treasury Team	0.46	0.54
Benchmark (7 Day LIBID rate)	0.22	0.26

10.7 The conclusions to be drawn from the table are:

- During 2017/18 the internal treasury team outperformed their benchmark by 0.24%.
- Over the 3 year period the internal team's performance has been 0.28% per annum above the benchmark.

11. Compliance with Treasury Limits and Prudential Indicators

11.1 All borrowing and lending transactions undertaken through the year have complied with the procedures and limits set out in the Council's Treasury Management Practices and Treasury Strategy. In addition, all investments made have been within the limits set in the approved counterparty list. No institutions, in which investments were made, showed any difficulty in repaying investments and interest in full during the year.

11.2 Appendix B shows the Prudential Indicators approved by Council as part of the 2017/18 and 2018/19 (revised estimate) Treasury Strategies compared with the actual figures for 2017/18. In summary, during 2017/18 treasury activities have been within the prudential and treasury limits set in the Treasury Strategy.

List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)

Council, February 2017, Treasury Strategy 2017/18.

Council, December 2017, Treasury Strategy 2017/18 Mid-Year Review.

Council, February 2018, Treasury Strategy 2018/19.

Cabinet, July 2017, Treasury Management Update Quarter 1 2017/18.

Cabinet, December 2017, Treasury Management Update Quarter 2 2017/18.

Cabinet, February 2018, Treasury Management Update Quarter 3 2017/18.

Cabinet, July 2018, Treasury Management Update Quarter 4 2017/18.

Cabinet Member:

David Minnery, Portfolio Holder for Finance

Local Member

N/A

Appendices

A. Debt Maturity Profile as at 31 March 2018

B. Prudential Indicators 2017/18

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APPENDIX B

SHROPSHIRE COUNCIL PRUDENTIAL INDICATORS 2017/18

- C1. The Prudential Code requires the Council to set Prudential Indicators in the Treasury Strategy and report performance against those indicators in the Annual Treasury Report.
- C2. The ratio of financing costs compared to the net revenue stream of the Council was slightly lower than expected in 2017/18 due to net revenue stream being higher than estimated.

Prudential Indicator	2017/18 Estimate	2017/18 Actual
	%	%
Non HRA Ratio of financing costs to net revenue stream	9.3	8.7

Prudential Indicator	2017/18 Estimate	2017/18 Actual
	%	%
Non HRA Ratio of financing costs (net of investment income) to net revenue stream	9.0	8.2
HRA Ratio of financing costs to HRA net revenue stream	39.3	38.1

- C3. The cost of capital investment decisions funded from a re-direction of existing resources was as expected due to no new borrowing during the year.

Prudential Indicator	2017/18 Estimate	2017/18 Actual
Estimates of impact of Capital Investment decisions in the present capital programme	£ p	£ p
Cost of capital investment decisions funded from re-direction of existing resources (Council Tax Band D, per annum)	20.00	20.00
Cost of capital investment decisions funded from increase in council tax (Council Tax Band D, per annum)	0	0
Cost of capital investment decisions funded from increase in average housing rent per week	0	0
Total	20.00	20.00

- C4. It can be seen from the tables that the authority was well within the approved authorised limit and the operational boundary for external debt for 2017/18.

Prudential Indicator	2017/18 Estimate	2017/18 Actual
External Debt	£ m	£ m
Authorised Limit:		
Borrowing	463	318
Other long term liabilities	102	105
Total	565	423

Prudential Indicator	2017/18 Estimate	2017/18 Actual
External Debt	£ m	£ m
Operational Boundary:		
Borrowing	400	318
Other long term liabilities	102	105
Total	502	423

- C5. Gross borrowing was as anticipated due to no general fund borrowing being undertaken in 2017/18. A key indicator of prudence is that net borrowing should not exceed the capital financing requirement. It can be seen from the following figures that the Council continues to meet this prudential indicator.

Prudential Indicator	2017/18 Revised Estimate	2017/18 Actual
Net Borrowing & Capital Financing Requirement:	£ m	£ m
Gross Borrowing (inc. HRA)	318	318
Investments	160	92
Net Borrowing	158	226
Non HRA Capital Financing Requirement	254	268
HRA Capital Financing Requirement	85	85
Total CFR	339	353

- C6. Non HRA capital expenditure was lower than anticipated during the year, whilst HRA capital expenditure was higher than anticipated. Explanations for these under/overspends were included in the 2017/18 final capital outturn report.

Prudential Indicator	2017/18 Revised Estimate	2017/18 Actual
	£ m	£ m
Non HRA Capital expenditure	60.4	42.8
HRA Capital expenditure	5.6	6.9

C7. The level of fixed rate and variable rate borrowing were within the approved limits for the year.

Prudential Indicator	2017/18 Estimate	2017/18 Actual
Upper Limit For Fixed/Variable Rate Borrowing	£ m	£ m
Fixed Rate (GF)	463	233
Fixed Rate (HRA)	96	85
Variable Rate	232	0

C8. The level of fixed rate and variable rate investments were within the approved limits during 2017/18.

Prudential Indicator	2017/18 Estimate	2017/18 Actual
Upper Limit For Fixed/Variable Rate Investments	£ m	£ m
Fixed Rate	220	40
Variable Rate	220	52

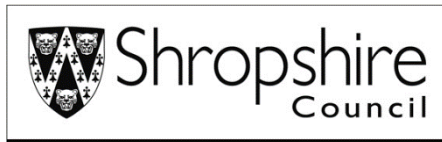
C9. Longer term investments were held at the year-end due to the investment in Shrewsbury Shopping Centres.

Prudential Indicator	2017/18 Estimate	2017/18 Actual
Upper Limit For Sums Invested over 364 days	£m	£m
Internal Team	40	0
External Manager	30	0
Shrewsbury Shopping Centres	60	53

C10. The maturity profile was within the limits set in the Treasury Strategy.

Prudential Indicator	2017/18 Upper Limit	2017/18 Actual
Maturity Structure of External Borrowing	%	%
Under 12 months	15	2
12 months to 2 years	15	1
2 years to 5 years	45	5
5 years to 10 years	75	2
10 years to 20 years	100	36
20 years to 30 years	100	23
30 years top 40 years	100	15
40 years to 50 years	100	7
50 years and above	100	9

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<u>Committee and Date</u>
Cabinet 17 th September 2018
Council 20 th September 2018

REVISED MINIMUM REVENUE PROVISION STATEMENT 2018/19

Responsible Officer James Walton
e-mail: james.walton@shropshire.gov.uk Tel:(01743)258915

1. Summary

- 1.1 This Council is required by statute to set aside a minimum revenue provision (MRP) for the repayment of external debt. The calculation of the minimum revenue provision (MRP) is as per the *Local Authority (Capital Finance and Accounting) (England) (Amendment) Regulations 2008 [SI 2008/414]*. In regulation 28, detailed rules are replaced with a simple duty for an Authority to make an amount of MRP which it considers to be “prudent”.
- 1.2 The legislation recommends that before the start of each financial year the Council prepares a statement of its policy on making MRP in respect of that financial year and submits it to the Full Council for approval. If it is proposed to vary the terms of the original statement during the year, a revised statement should be put to Council at that time. The MRP Policy Statement was last revised for 2016/17 and was approved by members in February 2016 as part of the Treasury Strategy 2016/17. This revised policy was retained by the Council for the 2017/18 and 2018/19 financial years and approved by members as part of the 2017/18 and 2018/19 Treasury Strategy reports in February 2017 and 2018 respectively.
- 1.3 Shropshire Council’s Treasury advisor, Link Asset Services (LAS), has recently undertaken a review of the Authority’s Minimum Revenue Provision (MRP).
- 1.4 The brief for the review was to advise the Authority on how it can profile MRP for the repayment of its underlying debt liability, in line with the life of assets associated with that debt, to achieve short to medium term benefit to the General Fund and assist with easing current budgetary pressures, whilst ensuring that the provision provided remains prudent and compliant with the statutory guidance for MRP.
- 1.5 The review was limited to options for supported borrowing and PFI.

2. Recommendations

Members are asked:

- 2.1 To consider all the options modelled for the revision of the calculation of MRP charges in relation to supported borrowing.
- 2.2 To approve the use of Option C3 (use a 45-year annuity method and apply Adjustment A from 2018/19) to calculate MRP charges in relation to supported borrowing.
- 2.3 To approve that the £2.217m saving generated in 2018/19, be ringfenced to fund the Digital Transformation Programme.

REPORT

3. Risk Assessment and Opportunities Appraisal

- 3.1 The recommendations contained in this report are compatible with the provisions of the Human Rights Act 1998.
- 3.2 There are no direct environmental, equalities or climate change consequences arising from this report.
- 3.3 Compliance with the Local Authority (Capital Finance and Accounting) (England) (Amendment) Regulations 2008 [SI 2008/414] ensures that the Council is managing the risk of not providing an adequate and prudent budget for repaying external debt.

4. Financial Implications

- 4.1 The financial implications arising from the Revised MRP Statement 2018/19 are detailed in sections 6 and 7 of this report. Changes to the MRP Policy are producing budgetary savings over a five year period and it is proposed that total savings of £9.25m can be delivered over this period, with a £1.85m saving each financial year.

5. Minimum Revenue Provision

- 5.1 The Council is required by statute to set aside a minimum revenue provision (MRP) for the provision to repay external debt. The calculation of the minimum revenue provision (MRP) is as per the *Local Authority (Capital Finance and Accounting) (England) (Amendment) Regulations 2008 [SI 2008/414]*. In the regulation 28, detailed rules are replaced with a simple duty for an authority to make an amount of MRP which it considers to be “prudent”.
- 5.2 The broad aim of a prudent provision is to ensure that debt is repaid over a period that is either reasonably commensurate with that over which the capital expenditure provides benefits, or, in the case of borrowing supported by

Revenue Support Grant, reasonably commensurate with the period implicit in the determination of that grant. The guidance includes four options (and there are two alternatives under Option three) for the calculation of a prudent provision.

- 5.3 There is no requirement to charge MRP where the Capital Financing Requirement (CFR) is nil or negative at the end of the preceding financial years. There is also no requirement to charge MRP on the Housing Revenue Account share of the CFR.
- 5.4 The legislation recommends that before the start of each financial year the Council prepares a statement of its policy on making MRP in respect of that financial year and submits it to the Full Council for approval. If it is proposed to vary the terms of the original statement during the year, a revised statement should be put to Council at that time.
- 5.5 Members approved the MRP Statement for 2018/19 in February 2018 as part of the Treasury Strategy for 2018/19.
- 5.6 The Council's current MRP policy introduced in 2016/17 is as follows:
 - The provision for Supported Borrowing is calculated on the basis of the average remaining asset life of the assets financed from previous supported borrowing on a straight line (equal instalments) basis over 45 years.
 - For all unsupported borrowing from 1 April 2008, MRP will be based on the estimated life of the assets (Option 3), on a straight-line basis (equal instalments).
 - For assets under on-balance sheet PFI contracts and finance leases, the annual principal payment amount in the PFI or finance lease model is used as the MRP payment amount, with no additional charges above those within the contract.
 - There is no mandatory requirement to make provision in the HRA for annual MRP payments. However, the Council will make annual voluntary provision for debt repayment in the HRA based on affordable levels in the HRA against the need for investment and delivering services in the HRA. The annual level of provision will be determined annually as part of the closure of the HRA.
 - Where the Council has made capital loans to third parties financed from the Council's balances, the annual repayments of principal amounts are treated as capital receipts and set aside in the Capital Adjustment Account in place of a revenue MRP charge.

6. Evaluation of Options for Revising MRP Policy

- 6.1 The options for the calculation of a prudent Provision are detailed in Appendix A to this report. The Council is proposing to revise the calculation basis for part of its debt from 2018/19. Up to 2016/17, the Council policy for debt supported

by the Government through the Revenue Support Grant system, has been calculated on the basis of expected useful life of the asset on a straight-line basis.

- 6.2 Option 3a - Asset Life Method - Equal Instalment Method - will continue to be used for unsupported borrowing and specific treatment for PFI assets and assets held under finance leases and long-term capital loans.

Supported Borrowing

- 6.3 The following options were considered for revision of the MRP calculation associated with supported borrowing.

- Option A: Apply a 2% (50-year) straight-line method from 2018/19.
- Option B1: Apply a 45-year annuity method from 2018/19
- Option B2: Apply a 50-year annuity method from 2018/19.
- Option C1: Use the current 2.22% (45-year) straight-line method and apply Adjustment A from 2018/19
- Option C2: Use a 2% (50-year) straight-line method from and apply Adjustment A from 2018/19.
- Option C3: Use a 45-year annuity method and apply Adjustment A from 2018/19.
- Option C4: Use a 50-year annuity method and apply Adjustment A from 2018/19.

- 6.4 The various alternative approaches are summarised below and more detail of the options are contained in Appendix A.

Option A: 2% 50 Year Straight Line From 2018/19

- 6.5 Option A produces a saving in MRP charges up to Year 40 of £18.998m but an increased liability in years 41 to 50 of £18.998m. This change in policy would generate savings of £0.475m and £1.900m in 2018/19 and 2019/20 to 2022/23 respectively, compared to the current calculation basis.

- 6.6 In February 2016 Council approved a proposal to calculate MRP for supported borrowing by linking MRP to the average remaining useful life of the assets it was used to finance. This is in accordance with the general principle of achieving a prudent approach set out in the guidance, that MRP charges should reflect the economic benefit the Council gets from using the asset to deliver services over its useful life. This ensures the Council Tax payers are being charged each year in line with asset usage and prevents current taxpayers meeting the cost of future usage or future Council Tax payers being burdened with “debt” and the costs of that debt, relating to assets that are no longer in use.

- 6.7 An analysis of the average remaining asset life of the assets financed from previous supported borrowing, determined the average remaining life to be around 45 years and this has been used as the basis of the existing calculation.

- 6.8 Extending this estimated life to 50 years would result in a longer repayment period and would oppose the MRP guidance which recommends that whatever period is chosen at the outset must remain as the chosen life.
- 6.9 Additionally, this approach would not be appropriate as it would extend the repayment period to longer than the life of the assets, as the asset lives have been reviewed and it is believed that 45 years is still appropriate.
- 6.10 Therefore, this option has been dismissed as a viable option.

Option B1: 45 Year Annuity Basis From 2018/19

- 6.11 Option B1 produces a saving in MRP charges up to Year 25 of £28.619m but an increased liability in years 26 to 50 of £28.619m. This change in policy would generate savings of £2.162m and £7.953m in 2018/19 and 2019/20 to 2022/23 respectively, compared to the current calculation basis.
- 6.12 The annuity calculation method results in lower MRP payments in the early years, but higher payments in later years. This method has the advantage of linking MRP to the flow of benefits from an asset where these are expected to increase in later years.
- 6.13 CIPFA puts forward the following reasons for using the annuity method in CIPFA's "The Practitioner's Guide to Capital Finance in Local Government" (2008) which states:
- The annuity method provides a fairer charge than equal instalments as it takes account of the time value of money, whereby paying £100 in 10 year's time, is less of a burden than paying £100 now.
 - The schedule of charges produced by the annuity method results in a consistent charge over an asset's life, taking into account the real value of the amounts when they fall due.
 - The annuity method is a prudent basis for providing for assets that provide a steady flow of benefits over their useful life.
- 6.14 To adopt the annuity calculation method, the Council would need to recognise and be comfortable with the fact that using this method would increase MRP in later years and therefore may impact upon its ability to afford further capital expenditure financed by borrowing in the future. This is considered a viable option.

Option B2: 50 Year Annuity Basis From 2018/19

- 6.15 Option B2 produces a saving in MRP charges up to Year 25 of £43.659m but an increased liability in years 26 to 50 of £43.659m. This change in policy would generate savings of £2.585m and £9.765m in 2018/19 and 2019/20 to 2022/23 respectively, compared to the current calculation basis.

- 6.16 Whilst the use of the annuity basis would be a viable option, this option has been dismissed due to the increase in payment profile in excess of the useful asset lives.

Option C: Use Adjustment A From 2018/19 Onwards

- 6.17 When the Council revised its MRP Policy in December 2016 and elected to adopt the Asset Life method to calculate MRP charges in relation to supported borrowing, it was also decided to revise the calculation of the Capital Financing Requirement (CFR). From 2009/10 to 2015/16 the Council determined CFR used for the supported borrowing MRP calculation by adjusting for Adjustment A (the variance between the credit ceiling and the CFR as at 1st April 2004).
- 6.18 When the MRP Policy was revised it was no longer considered appropriate to adjust CFR by Adjustment A on the basis that it was not in line with the remaining asset life of the assets linked to the borrowing and not in line with the repayment profile of the Council's existing external debt.
- 6.19 However, Adjustment A continues to be a legitimate part of the MRP calculation under the 2003 Regulations (Regulation 28) and can therefore continue to be used to reduce the supported borrowing CFR for MRP purposes.
- 6.20 The following options model MRP charges utilising Adjustment A with a value of £4.446m.

Option C1: Adjustment A with Existing 2.22% (45 Years) Straight Line From 2018/19

- 6.21 Option C1 produces an overall saving in MRP charges £4.446m and savings are realised in every year of the repayment period. This option produces a saving in MRP charges up to Year 40 of £22.703m but an increased liability in years 41 to 45 of £18.257m. This change in policy would generate savings of £0.103m and £0.414m in 2018/19 and 2019/20 to 2022/23 respectively, compared to the current calculation basis.
- 6.22 This is considered an appropriate option for consideration, however has been declined in order that the Council delivers a fairer and more consistent charge as per the annuity method.

Option C2: Adjustment A With 2% (50 Years) Straight Line From 2018/19

- 6.23 Option C2 produces an overall saving in MRP charges £4.446m. This option produces a saving in MRP charges up to Year 25 of £22.703m but an increased liability in years 26 to 50 of £18.257m. This change in policy would generate savings of £0.568m and £2.270m in 2018/19 and 2019/20 to 2022/23 respectively, compared to the current calculation basis.
- 6.24 This option has been dismissed due to the increase in asset life not being appropriate and the intention to move to an annuity approach.

Option C3: Adjustment A With 45 Years Annuity Approach From 2018/19

- 6.25 Option C3 produces an overall saving in MRP charges £4.446m. This option produces a saving in MRP charges up to Year 25 of £30.555m but an increased liability in years 26 to 50 of £26.109m. This change in policy would generate savings of £2.217m and £8.186m in 2018/19 and 2019/20 to 2022/23 respectively, compared to the current calculation basis.
- 6.26 This is considered a viable option as it maintains the payback period so that it is in line with the asset lives and it adopts the fairer annuity approach.

Option C4: Adjustment A With 50 Years Annuity Approach From 2018/19

- 6.27 Option C4 produces an overall saving in MRP charges £4.446m. This option produces a saving in MRP charges up to Year 25 of £45.254m but an increased liability in years 26 to 50 of £40.808m. This change in policy would generate savings of £2.629m and £9.957m in 2018/19 and 2019/20 to 2022/23 respectively, compared to the current calculation basis.
- 6.28 This option has been dismissed due to the extension in payment profile over the useful asset lives.
- 6.29 The results clearly show that all the options would generate savings over the next 25 years when compared to the current methodology. However, these options would effectively reprofile the debt repayment over the same or a longer period, and so the Council's MRP liability is significantly increased with all the options considered over the 26 to 50-year period.
- 6.30 In the medium term, i.e. 1 to 5 years, the various options produce MRP savings ranging from £2.375m (Option A) to £12.587m (Option C4).

7. Conclusions

- 7.1 As discussed previously under the relevant options it would not be reasonable for the Council to revise the remaining asset life of the assets financed from previous supported borrowing from 45 to 50 years, however, it would be prudent to revise the calculation from a straight line methodology to an annuity basis. Additionally, it would be sensible to consider adjusting the CFR calculation by reintroducing the use of Adjustment A in the calculation.
- 7.2 Taking all these points into consideration, it would be advisable for Council to consider adopting Option C3 for the calculation of MRP charges related to supported borrowing. Option C3 would generate the following relatively consistent MRP savings in the medium term:
- £2.217m in 2018/19.
 - £2.150m in 2019/20.
 - £2.083m in 2020/21.

- £1.941m in 2021/22.
- £1.867m in 2022/23.

- 7.3 Given that the savings level diminishes over the five-year period, it is proposed that a consistent level of saving is taken over the 5 year period in order that growth does not need to be built into the budget strategy for the remaining 4 years of the period to reduce down the saving. Therefore, a base budget saving of £1.85m will be taken each year of the five year period giving total savings of £9.25m.
- 7.4 The saving of £2.217m that will be generated in 2018/19 has not been reflected in the monitoring position for 2018/19. It is intended however that this saving is ringfenced to fund the Digital Transformation Project (DTP). Funding of the DTP was planned to come from capital funding, however there was always a gap of funding that would be bridged by undertaking prudential borrowing. It is therefore proposed that the MRP saving in 2018/19 is redirected to the DTP project so that we can avoid undertaking borrowing and incurring revenue costs of paying back the borrowing.

List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)

Treasury Strategy 2009/10 - Council 27th February 2009

Treasury Strategy 2016/17 - Council February 2016

Treasury Strategy 2018/19 - Council February 2018

Cabinet Member (Portfolio Holder)

David Minnery, Portfolio Holder for Finance

Local Member

N/A

Appendices

Appendix A: Summary of Options Modelled for the Calculation of MRP Charges Associated with Supported Borrowing

SUMMARY OF OPTIONS MODELLED FOR THE CALCULATION OF MRP CHARGES ASSOCIATED WITH SUPPORTED BORROWING															
Years	Current Basis MRP £'000s	Option A		Option B1		Option B2		Option C1		Option C2		Option C3		Option C4	
		MRP £'000s	Difference £'000s	MRP £'000s	Difference £'000s	MRP £'000s	Difference £'000s	MRP £'000s	Difference £'000s	MRP £'000s	Difference £'000s	MRP £'000s	Difference £'000s	MRP £'000s	Difference £'000s
2016/17															
2017/18															
2018/19	4,559	4,084	(475)	2,397	(2,162)	1,975	(2,585)	4,456	(103)	3,992	(568)	2,343	(2,217)	1,930	(2,629)
Years 2 To 5	18,238	16,338	(1,900)	10,285	(7,953)	8,473	(9,765)	17,824	(414)	15,967	(2,270)	10,051	(8,186)	8,280	(9,957)
Years 6 To 10	22,797	20,422	(2,375)	14,574	(8,223)	12,006	(10,791)	22,280	(517)	19,959	(2,838)	14,243	(8,554)	11,734	(11,063)
Years 11 To 25	68,391	61,267	(7,124)	58,111	(10,280)	47,873	(20,518)	66,840	(1,551)	59,878	(8,514)	56,793	(11,598)	46,787	(21,604)
Years 26 To 40	68,391	61,267	(7,124)	88,191	19,800	72,653	4,262	66,840	(1,551)	59,878	(8,514)	86,191	17,800	71,005	2,614
Years 41 To 48	13,678	32,676	18,998	22,498	8,819	53,076	39,398	13,368	(310)	31,935	18,257	21,987	8,309	51,872	38,194
Total	196,055	196,055	0	196,055	0	196,055	0	191,609	(4,446)	191,609	(4,446)	191,609	(4,446)	191,609	(4,446)

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Committee and Date

Council

20 September 2018

REVIEW OF NON DOMESTIC-RATES DISCRETIONARY RELIEF AND COUNCIL TAX DISCRETIONARY DISCOUNTS

Responsible Officer James Walton
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1. Summary

- 1.1 The Authority has responsibility for the collection and administration of Business Rates and Council Tax revenues. There is complex legislation detailing how the amount due from Business Rates and Council Tax is calculated. Within the legislation and government guidelines, the Local Authority has certain discretions to award reliefs and discounts in certain circumstances. The current Business Rate Relief and Council Tax Discretionary Discount Policy was last considered by Council on 14 May 2015. At this time there was a commitment to review the policy every three years.

2. Recommendations

- A. Members are asked to approve the Discretionary Relief Policy set out in appendix A.
- B. The Council Policy for Discretionary Business Rates and Council Tax reductions should be reviewed by every three years.

3. Risk Assessment and Opportunities Appraisal

- 3.1 The authority has a statutory duty to bill and collect business rates. Prior to the introduction of the Rates Retention scheme on 1 April 2013 the way the cost of relief was met by Shropshire Council and the Government depended on the type of relief being awarded. Under the rates retention scheme the Authority bears the cost of 49% of any business rate relief awarded. This is detailed in the policy attached.

4. Financial Implications

- 4.1 With effect from 1 April 2013, under the arrangements for Local Business Rate Retention, the cost of discretionary Business Rate reliefs is split between the Government (50%), Shropshire Council (49%) and the Fire Authority (1%). The total cost of discretionary relief is currently £1,172m. The cost of discretionary relief awarded in the attached policy is therefore funded 49% by Shropshire Council and the Council Tax payer, at a cost of £0.574m.
- 4.2 The amendments proposed within this report would reduce discretionary Business Rates relief in total by a minimum of £0.277m. One element of the proposed amendments relates to Social Enterprises and the financial implications of this cannot be quantified at this stage. The current cost of this discretion is £0.297m. The proposed amendments would result in a saving to Shropshire Council of approximately £0.136m, excluding the yet to be quantified impact of Social Enterprises.
- 4.3 The Government are proposing increasing rate retention for Unitary Authorities to 75%. The cost of any discretionary relief to Shropshire Council will increase if the percentage of rates collected retained locally increases.
- 4.4 There are no financial implications in any reliefs awarded following Autumn Statement announcements as these are all 100% funded by grants under Section 31 of the Local Government Finance Act 2003.

5.0 Background

- 5.1 The Rate Relief Policy for Shropshire Council was agreed by Cabinet on 21 July 2010. The aim was to bring together the most common award elements from the policies that had been in operation from the previous five districts.
- 5.2 The policy was amended by cabinet on 14 December 2011 to award 100% discretionary rate relief to Social Enterprises under certain conditions, and 20% discretionary top-up relief to Charity Shops that evidence that 90% of their gross profit is invested in the local community.
- 5.3 The policy was last reviewed by Council on 14 May 2015. No further amendments were made to the policy at that time.
- 5.4 Link to the current policy is below
- <http://shropshire.gov.uk/committee-services/documents/s7432/12%20Review%20of%20business%20rates%20relief%20-%20FINAL.pdf>
- 5.5 In March 2018 letters were sent out to all businesses that qualified for discretionary business rate relief at that time under the current policy, to advise them that the policy was to be reviewed during 2018. Sending these letters also provided the statutory financial years notice for any changes to

entitlement to discretionary rate relief that may result from the new policy. Members have been made aware of the review, and Cabinet have been presented with current costings and options going forward.

5.6 As a result, the following amendments to the current policy are recommended, which will take effect from 1 April 2019.

- Qualifying criteria for discretionary top up relief (for charities that already receive 80% mandatory relief) that provide a benefit to the local community to be more clearly defined, and awarded in respect of the following types of organisation:
 - o Community Centres, Village Halls, Meeting Rooms
 - o Scouts, guides, cadets and youth clubs
 - o Museums
 - o Drop in/advice centres
 - o Nursery/pre-schools
 - o Sports/community centres providing sporting leisure facilities to the general public with no membership requirement
 - o Organisations that provide care and support to vulnerable people
 - o Organisations providing animal welfare, advancement of religion or the arts

The net result of this amendment would be to remove the additional 20% top up relief for those Housing Associations that qualify for 80% mandatory relief. The estimated saving would be £97,000 (£47,530 to Shropshire Council).

- Continue to award top up relief to Community Amateur Sports Clubs (CASCS) and Charity Shops (under certain conditions)
- Remove discretionary rate relief to Sports Clubs that are not registered as CASCS. The estimated saving would be £180,000 (£88,200 to Shropshire Council).
- Amend qualifying criteria for Social Enterprises/Community Interest Companies that are non-profit making, to only award relief where there is no provision to remunerate the directors of the company. It is not possible to estimate the cost saving of this change as qualification for relief under the new criteria would have to be established by the Business Rates Team undertaking a full review which will take place in the autumn.
- Continue to award 100% relief to Village Halls, community centres and similar charitable organisations (Senior Citizen Clubs, Scouts/Guide Huts) where the emphasis is on recreational activity rather than social activity.

5.7 Shropshire Council's Council Tax Support Scheme was amended in 2018 with the introduction of a minimum 20% payment for all working age claimants. This has led to an increase in requests for discretionary council tax discount (discretionary discounts can be awarded in accordance with Section 13A of the Local Government Finance Act 1992). This element of the policy has

been expanded slightly to provide clarification to potential claimants of the process that we will follow when considering requests for discretionary discount, and the appeal process. Discretion to award council tax discounts, as well as other general discretions, continue to be delegated to the Council's Section 151 Officer.

- 5.8 The full proposed Discretionary Rate Relief policy is at Appendix A. A summary of the award criteria is on page 11 of the policy.
- 5.9 At its meeting on 4 July 2018 the Council's Cabinet met and agreed the Discretionary Rate Relief Policy as at Appendix A, as amended, plus arrangements for a full consultation.
- 5.10 An Equality and Social Inclusion Impact Assessment (ESIIA) has been completed and the result is that this change is not likely to have an adverse impact on any particular group. The ESIIA is at Appendix B.

5.11 Consultation

- 5.12 As agreed by Cabinet on 4 July 2018 a full consultation ran from 5 July 2018 to 15 August 2018 inviting comments on the proposals. The consultation included links to the relevant policy documents and reports and was published on the Council's website. A wide range of business groups, representative organisations and other interested parties were contacted by e-mail in order to raise awareness of the consultation.
- 5.13 The Business Rates Team received 24 responses to the consultation which have been broken down in the table below.

Policy Issue Raised	number of responses
Village Halls/Community Centres	11
social enterprises/CICs	2
policy changes - general	6
golf club	4
CASCS	1

It should be noted that the eleven responses concerning Village Halls and Community Centres, and the one response in relation to Community Amateur Sports Clubs (CASCS) were supportive that no changes are being proposed to the existing policy and these types of organisation should continue to receive 100% relief. Of the two responses about Social Enterprises/CICs, the respondents were broadly supportive of the proposed amendment. Of the four responses around the removal of discretionary relief to Golf Clubs, three respondents were against the proposals, and one respondent was in favour.

6. Additional Information

None

List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)

N/A

Cabinet Member (Portfolio Holder)

David Minnery

Local Member

N/A

Appendices

Appendix A - NNDR Discretionary Rate Relief and Council Tax Discretionary Discount Policy

Appendix B - Equality and Social Inclusion Impact Assessment

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Business Rate Relief and Council Tax Discretionary Discount Policy



PHIL WEIR – REVENUES AND BENEFITS SERVICE MANAGER

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Introduction

The authority has discretion to award business rates relief and rural rate relief to certain qualifying businesses and a Business Rate and Council Tax discount in certain circumstances that it sees fit. This report recommends the circumstances in which these reductions are awarded and the process to be followed.

Background Information

1. The Local Government Finance Act (LGFA) 1988 provides that Local Authorities can award a discretionary relief to ratepayers in various circumstances. The Local Government Act 2003 extended the Council discretion to allow discretionary Council Tax discount to be awarded where the Council sees fit and the Localism Act 2011 extended the Council's power to award business rate discounts. The areas for discretionary consideration are listed below.

Discretionary Charitable Top-Up Relief (Section 47 LGFA 1988)
Discretionary Charitable Rate Relief (Section 47 LGFA 1988)
Rural Discretionary Relief (Section 47 LGFA 1988)
Hardship Relief (Section 49 LGFA 1988)
Local Business Rate Discounts (Section 47 LGFA 1988)
Part Occupied Relief (Section 44A LGFA 1988)
Section 31 Grants/Autumn Statement Relief (Section 47 LGFA 1988)
Council Tax Discretionary Discounts (Section 13A Local Government Finance Act 1992)

2. Up until 1 April 2013 business rate relief was funded in the following manner.

Mandatory Relief – fully funded by Central Government
Discretionary Top-Up Relief – 25% Government and 75% Shropshire Council
Discretionary Relief – 75% Government and 25% Shropshire Council
Rural Mandatory Relief – fully funded by Central Government
Rural Discretionary Relief – 75% Government and 25% Shropshire Council
Hardship Relief (Section 49) – 75% Government and 25% Shropshire Council
Part Occupied relief (Section 44A) – fully funded by Central Government
Local Discounts – Fully funded by Shropshire Council

3. Under the current system of rates retention (post 1 April 2013) Shropshire Council bears the cost of 49% of any relief awarded, with the government bearing the cost of 50% and the Fire Authority 1%
4. Shropshire Council's discretionary relief policy was first approved by Cabinet on 21 July 2010. Two amendments to the policy were approved by Cabinet on 14 December 2011. The policy was last considered by Council on 14 May 2015.

Discretionary Charitable Top-Up Relief

Guidance

5. On receipt of an application for charitable relief, billing authorities should first consider whether the institution or organisation is eligible for mandatory relief.
6. To qualify for mandatory relief the property must be wholly or mainly used for charitable purposes and the institution or organisation must be established for charitable purposes. Registration under the charities Act 1993 is conclusive evidence of charitable status.
7. Mandatory Relief of 80% of the full rate liability for charities and other organisations is provided for in sections 43 and 45 of the 1988 act.
8. Under section 47 of the 1988 Act Shropshire Council has the discretion to top-up this relief to 100%.

Community Amateur Sports Clubs (CASCS)

9. Registered CASCS are entitled to mandatory relief at the same level as charities. This provision came into force with effect from 1 April 2004.
10. CASCS are defined by Schedule 18 Finance Act 1988 and registration forms are available from the Inland Revenue Website.
11. As with charities, billing authorities are also allowed to top-up the remaining 20%.

Charity Shops

12. Charity Shops are entitled to 80% mandatory relief providing that they are registered charities and they are used wholly or mainly for the sale of donated goods and the proceeds of the sale of goods are applied for the purposes of the charity.

Financial Implications

13. With effect from 1 April 2013 and the introduction of the rate retention scheme the cost of all reliefs is split between the government (50%), the billing authority (49%) and the Fire Authority (1%).

Approved Relief in Shropshire

14. To award 20% top-up to those local or national charities that provide a benefit to the local community that are classed as:
 - Community Centres, Village Halls, Meeting Rooms
 - Scouts, guides, cadets and youth clubs
 - Museums

- Drop in/advice centres
 - Nursery/pre schools
 - Sports/community centres providing sporting leisure facilities to the general public with no membership requirement
 - Provision of care and support to vulnerable people
 - Animal Welfare
 - Advancement of religion or the arts
15. Award 20% top-up to sports clubs that can demonstrate that:
- They are registered CASCS
 - Their membership is mainly composed of active membership rather than social membership
 - The club is accessible to all.
 - The club has achieved the CLUBMARK accreditation standard
 - (CLUBMARK and associated individual sports equivalents is the only national cross sports quality accreditation scheme for clubs with junior sections. It is built around a set of core criteria which ensure that accredited clubs operate to a set of consistent, accepted and adopted minimum operation standards).
16. Award charity shops with the 20% top up if they evidence that 90% of their gross profit is invested in the local community
17. To delegate the determination of applications for discretionary top up relief outside this policy to the Council's Section 151 Officer with any appeal against that decision to be heard by the General Appeals Panel.

Discretionary Relief for Charities

Guidance

18. Where the property does not qualify for mandatory relief authorities can still consider the award of a discretionary rate relief under section 47 of LGFA 1988. Authorities have discretion to award up to 100% to certain non-profit making bodies.
19. To be eligible for consideration the ratepayer:
- Must be a charity or trustees of a charity and the property must be wholly or mainly used for charitable purposes; or
 - The property is not an excepted property and all or part of it is occupied for the purposes of one or more institutions none of which is established or

conducted for profit and each of whose objects are charitable or otherwise philanthropic or religious or concerned with education, social welfare, science, literature or the fine arts: or

- The property is not an excepted property and is wholly or mainly used for the purposes of recreation, and all or part is occupied for the purposes of a club, society or other organisation not established or conducted for profit.

20. Discretionary relief may not be granted where the hereditament is an excepted property, such as a billing authority or a precepting authority.

Financial Implications

21. With effect from 1 April 2013, under the arrangements for local business rate retention, the cost of all reliefs is split between the Government (50%), Shropshire Council (49%), and the Fire Authority (1%).

Approved Relief in Shropshire

22. To award Village Halls and Community Centres 100% discretionary rate.
23. To award other similar voluntary organisations (e.g. Senior Citizens Clubs, Scouts/Guide Huts) whose emphasis is on recreational activity rather than social activity 100% discretionary rate relief.

Social Enterprises

24. To award 100% discretionary relief to social enterprises that that provide benefit to the local community and are:-
- Community Interest Companies that are limited by guarantee providing that they:-
 - Are registered as a Community Interest Company. Reference can be made to Gov.Uk website on Community Interest Companies and to Companies House
 - <https://www.gov.uk/government/organisations/office-of-the-regulator-of-community-interest-companies>
 - <http://www.companieshouse.gov.uk/>
 - Also the Company's Articles of Association or Memorandum should clearly state that any surplus of income over expenditure will be applied in a particular manner to ensure that no profit is actually made
 - Not conducted for profit
 - Do not remunerate the Directors of the Company
 - Industrial and Provident Societies and Companies Limited by Guarantee providing that they:-
 - Are a not for profit company.

- Provide benefit for the local community.
 - Not for profit companies are normally limited by guarantee (as opposed to shares)
 - Reference should be made to Companies House website above
 - Also the Company's Articles of Association or Memorandum should clearly state that any surplus of income over expenditure will be applied in a particular manner to ensure that no profit is actually made.
 - Do not remunerate the Directors of the Company
25. To delegate the determination of applications for discretionary relief outside this policy to the Council's Section 151 Officer with any appeal against that decision to be heard by the General Appeals Panel.

Rural Discretionary Relief

Guidance

26. The Local Government Finance and Rating Act 1997 introduced a scheme of 50% mandatory rate relief for certain kinds of property with effect from 1 April 1998. To qualify businesses must be within a rural settlement with a population of not more than 3,000.
27. The Rural Settlement List for Shropshire is at Appendix B.
28. Mandatory rate relief applies to a qualifying property which is within a settlement identified in an authority's rural settlement list for the chargeable financial year where its rateable value is not, at the beginning of the year in question more than a relevant prescribed amount. The rateable value limits are as follows:
- For qualifying sole shop, general store or post office £8,500.
 - For qualifying sole petrol filling station or pub £12,500.
29. In addition discretionary rate relief may be allowed if:
- The property is in a rural settlement
 - The rateable value of the property is £16,500 or less.
 - The property is used for purposes which are of benefit to the local community:
and
 - It is reasonable for the Council to grant relief taking into account the interests of its council taxpayers

Financial Implications

30. With effect from 1 April 2013, under the arrangements for local business rate retention, the cost of all reliefs is split between the Government (50%), Shropshire Council (49%), and the Fire Authority (1%).
- 31.

Approved Relief in Shropshire

32. To award 25% rate relief to qualifying post offices and general stores and to delegate the determination of applications for rural rate relief outside this policy to the Council's Section 151 Officer with any appeal against that decision to be heard by the General Appeals Panel.
33. In 2016 the Government announced their intention to legislate to award mandatory rural rate relief of 100% to qualifying rural business. As yet the legislation to allow this has not been passed. Instead, the Government have required billing authorities to award 100% relief to qualifying rural businesses using discretionary powers and this is fully funded by the Government via payment of Section 31 grant.

Hardship Relief

34. Section 49 of the Local Government Finance Act 1988 provides that the Council may reduce or remit any amount that a person is liable to pay in respect of Non-Domestic Rates. The Council cannot act under this section unless it is satisfied that:
 - The ratepayer would sustain hardship if the authority did not do so, and
 - It is reasonable for the authority to do so, having regard to the interest of its council tax payers.
35. Any amount up to 100% of the rates liability can be remitted.
36. Government guidance on the award of hardship relief is that each case must be treated on its merits and a 'blanket policy' must not be adopted.

Financial Implications

37. With effect from 1 April 2013, under the arrangements for local business rate retention, the cost of all reliefs is split between the Government (50%), Shropshire Council (49%), and the Fire Authority (1%).

Options

38. The recommendation is to delegate the determination of non-domestic rate hardship relief to the Council's Section 151 Officer with any appeal against that decision to be heard by the General Appeals Panel.

Local Discounts

39. The Localism Act 2011 removed the previous restriction that discretionary relief could only apply to charities and other organisations of prescribed type. However discretionary relief may not be granted where the hereditament is an excepted hereditament such as a billing authority or a precepting authority.

Financial Implications

40. With effect from 1 April 2013, under the arrangements for local business rate retention, the cost of all reliefs is split between the Government (50%), Shropshire Council (49%), and the Fire Authority (1%).

Options

41. The recommendation is to delegate the determination of non-domestic rates local discounts to the Council's Section 151 Officer with any appeal against that decision to be heard by the General Appeals Panel.

Part Occupied Relief

41. This can be awarded where business premises are partly occupied or not fully occupied providing that the situation exists for a short time. When awarding the relief Shropshire Council ask the Valuation Office to provide amended rateable values based on the occupied and unoccupied areas.

Financial Implications

42. With effect from 1 April 2013, under the arrangements for local business rate retention, the cost of all reliefs is split between the Government (50%), Shropshire Council (49%), and the Fire Authority (1%).

Options

43. The recommendation is to delegate the determination of non-domestic rate part-occupied relief to the Council's Section 151 Officer with any appeal against that decision to be heard by the General Appeals Panel.

Section 31 Grant Relief (Autumn Statement)

44. Since 2012 the Government has required Billing Authorities to grant relief to businesses in various circumstances. These reliefs are awarded under Section 47 of the Local Government Finance Act 1988 (discretionary powers) but the Council are fully compensated for the cost of these reliefs through payment of grant under Section 31 of Local Government Act 2003.

Financial Implications

45. The full cost of awarding these reliefs are covered by the Government through a Section 31 grant payment.

Options

46. The authority should delegate authority to award any reliefs that are awarded under Section 47 Local Government Finance Act 1988 but fully compensated via Section 31 grant payment, to the Council's Section 151 Officer.

Council Tax Discretionary Discount

47. The Local Government Act 2003 introduced a new power as Section 13A of the Local Government Finance Act 1992, whereby a billing authority may reduce the liability of a council tax payer to such extent as it sees fit.
48. The power can be exercised in relation to particular cases or by determining a class of case in which liability is to be reduced.

Financial Implications

49. Any cost associated with such a reduction is borne by the billing authority.

Options

50. The authority should have a due process for consideration of applications for discretionary council tax discount.

Process to consider applications to the authority to exercise its discretion

51. Requests for Section 13A discount may come from a variety of people for a variety of reasons.
52. Where applicants for discretionary discount are applying due to financial hardship consideration will be given to:
 - The applicants personal circumstances
 - The applicants income and expenditure and budget management
 - Any savings or assets available to the applicant
 - Any discount, relief, exemption, benefit, or any other financial assistance the applicant may be entitled to
 - Any other factors the authority deems to be relevant
53. In order to properly understand the claimants circumstances the applicant will be asked to provide reasonable evidence in support of their application. This may include:
 - Income and Expenditure statement
 - Documentary evidence to verify information provided on Income and Expenditure statements
 - Evidence that all other benefit eligibility has been explored thoroughly and maximised
 - Evidence of any applications made to other organisations for financial assistance
 - Any special circumstances that the Council is aware of

- Any other relevant documentation
54. Government guidelines state that an authority may delegate the decision making process on applications for discretionary relief either to individual officers or committees.
 55. The authority should have a mechanism that allows applicants to appeal against a decision by an authority to revoke, reject or restrict the award of discretionary relief. The same officials that made the original decision should not consider appeals. Guidelines suggest that it may be appropriate to refer any appeal to a panel of council members, especially where an officer of the council made the original decision under delegated powers.
 56. The timescales for appealing against a decision of a billing authority in relation to council tax liability are set out in Section 16 of the Local Government Finance Act 1992. This allows a person to appeal directly to the Valuation Tribunal if they have received no notification from the billing authority within two months of appealing against a decision.

Recommendation

57. The recommendation is to delegate the determination of council tax discretionary discount awards to the Council's Section 151 Officer with any appeal against that decision to be heard by the General Appeals Panel. Where an appeal against a decision of Section 151 Officer is received the General Appeal Panel of Members will hear the appeal within two months of the appeal being received.
58. The council tax payer may appeal directly to the Valuation Tribunal if they remain dissatisfied with the outcome of the appeal, or if they have received no notification from the billing authority within two months of appealing against a decision of Section 151 Officer.
59. The flowchart at Appendix C details the process for considering requests for Section 13A discount.

Appendix A – Shropshire Council Discretionary Relief Policy

Relief Type	Relief Description	Award %
Top up	<p>Local or national charities that provide a benefit to the local community that are classed as:</p> <ul style="list-style-type: none"> - community centres, village halls, meeting rooms - scouts, guides, cadets and youth clubs - museums - drop in/advice centres - nursery/pre schools - provision of care and support to vulnerable people - animal welfare - advancement of religion or the arts - sports/community centres providing sporting leisure facilities to the general public with no membership requirement <p>Charity shops that commit 90% of gross profit to the local community</p> <p>Sports clubs that are registered as Community Amateur Sports Clubs that can demonstrate that:</p> <ul style="list-style-type: none"> - Their membership is mainly composed of active membership rather than social membership - (Reference can be made as to whether the club has a bar or not) - The club is accessible to all - The club has achieved the CLUB MARK accreditation standard 	20%
non profit making	<p>Village hall and community centres</p> <p>Similar voluntary organisations whose emphasis is on recreational activity rather than social e.g.</p> <ul style="list-style-type: none"> - Senior Citizen’s Clubs - Scout and guide huts - Youth clubs <p>Social Enterprises that provide a benefit to the local community:</p> <ul style="list-style-type: none"> - Registered Community Interest Companies - Industrial and Provident Societies - Companies Limited by Guarantee - Where articles of association or memorandum clearly state not conducted for profit and surplus is applied for benefit for community - directors receive no remuneration 	100%
Rural Rate Relief	25% to rural post offices and village shops that qualify for mandatory relief	25%
Hardship Relief	Applications to be considered by Section 151 Officer and any appeal to the General Appeals Panel	N/A
Local Business Rate Discounts	Applications to be considered by Section 151 Officer and any appeal to the General Appeals Panel	N/A
Part Occupied Relief	Applications to be considered by Section 151 Officer and any appeal to the General Appeals Panel	N/A
Section 31 Grant Relief	Applications to be considered by Section 151 Officer and any appeal to the General Appeals Panel	N/A
Council Tax discretionary discounts	Applications to be considered by Section 151 Officer and any appeal to the General Appeals Panel	N/A



**National Non Domestic
Rates**

**RURAL SETTLEMENT
LIST**

2015

1. Background

1.1 Legislation

With effect from 1st April 1998, the Local Government Finance and Rating Act 1997 introduced a scheme of mandatory rate relief for certain kinds of hereditament situated in 'rural settlements'. A 'rural settlement' is defined as a settlement that has a population of not more than 3,000 on 31st December immediately before the chargeable year in question.

The Non-Domestic Rating (Rural Settlements) (England) (Amendment) Order 2009 (S.I. 2009/3176) prescribes the following hereditaments as being eligible with effect from 1st April 2010:-

- Sole food shop within a rural settlement and has a RV of less than £8,500;
- Sole general store within a rural settlement and has a RV of less than £8,500;
- Sole post office within a rural settlement and has a RV of less than £8,500;
- Sole public house within a rural settlement and has a RV of less than £12,500;
- Sole petrol filling station within a rural settlement and has a RV of less than £12,500;

Section 47 of the Local Government Finance Act 1988 provides that a billing authority may grant discretionary relief for hereditaments to which mandatory relief applies, and additionally to any hereditament within a rural settlement which is used for purposes which are of benefit to the local community.

1.2 Current Discretionary Rate Relief Policy

Currently, Shropshire Council's discretionary rate relief policy, as agreed by Council on 14 May 2015, allows the following awards to be made:-

- 25% to the sole post office within the rural settlement that qualify for mandatory relief;
- 25% to the sole village shop within the rural settlement that qualify for mandatory relief.

1.3 Source of Information

The population figures are currently based upon the 2011 Census, the relevant details of which are contained in Section 2.

The following tables in Section 3 details such rural settlements within Shropshire Council's area of responsibility.

2. Census 2011 Population Figures

Census Settlement	Population Estimate (unrounded)	Population Estimate (rounded)	Census Settlement	Population Estimate (unrounded)	Population Estimate (rounded)
Abdon	15	20	Bedstone	60	60
Ackleton	287	300	Bentlawnt	83	80
Acton Burnell	216	200	Berrington	57	60
Acton Round	29	30	Berwick	49	50
Acton Scott	27	30	Besom Woods/Wheathill	46	50
Adderley	206	200	Bettws-Y-Crwyn	4	5
Alberbury	109	110	Bicton	494	500
Albrighton (1)	4462	4500	Billingsley	129	13
Albrighton (2)	35	40	Bings Heath	57	60
Aldon	16	20	Binweston	12	10
All Stretton	288	300	Bishops Castle	1735	1700
Allfordgreen	37	40	Bitterley	104	100
Alveley	1566	1600	Bletchley	45	40
Angel Bank/Farden	227	250	Bomere Heath	1256	1300
Annscroft	228	250	Boningale	47	50
Arscott	72	70	Boraston	38	40
Ash Magna/Ash Parva	247	250	Bouldon	33	30
Ashford Bowdler	45	50	Bourton	76	80
Ashford Carbonell	326	350	Bourton Westwood	17	20
Asterley	112	110	Brandhill	24	20
Asterton	22	20	Breadon Heath	37	40
Astley	114	110	Bridgnorth	12312	12300
Astley Abbots	79	80	Broad Oak/Six Ashes	46	50
Aston	70	70	Brockton	46	50
Aston Botterell	33	30	Brockton (1)	70	70
Aston Eyre	43	40	Brockton (2)	57	60
Aston Munslow	114	110	Bromfield	81	80
Aston Pigott	33	30	Bromlow	57	60
Aston Rogers	50	50	Brompton	21	20
Aston-On-Clun	221	200	Bronygarth/Castle Mill	103	100
Atcham	127	130	Broome	98	100
Babbinswood	175	180	Broseley	4752	4800
Badger	107	110	Broughall	55	50
Bagley	74	70	Brown Heath	26	30
Barkers Green	47	50	Bryn	11	10

Barrow	17	20	Bucknell	405	400
Baschurch/Newtown/ Prescot	1602	1600	Buildwas	143	140
Bayston Hill	4837	4800	Burford	1216	1200
Beambridge/Aston Mill	32	30	Burlton	114	110
Beckbury	221	200	Burwarton	108	110
Bedlam	76	80	Button Bridge	58	60
Bushmoor/Leamoor Common	82	80	Condover	526	550
Button Oak	81	80	Coppice Gate	50	50
Callaughton	41	40	Coreley	31	30
Calverhall	156	160	Corfton/Corfton Bache	68	70
Cardeston	38	40	Cosford/Donnington	954	950
Cardington/Gretton	124	120	Cound/Upper Cound	179	180
Castle Pulverbatch	120	120	Coundmoor/Evenwo od Common	96	100
Catherton Common	124	120	Crackley Bank	34	30
Caynham	149	150	Craven Arms	2370	2400
Cefn Blodwel	18	20	Cressage	632	650
Cefn Einion	23	20	Crickheath	63	60
Chapel Lawn	32	30	Croesaubach	28	30
Chavel	41	40	Cross Houses	744	750
Chelmarsh	244	250	Cross Lane Head	56	60
Cheney Longville	39	40	Crowsnest	42	40
Chesterton	62	60	Cruckmeole	50	50
Cheswardine	625	650	Cruckton	90	90
Chetton	66	70	Culmington	131	130
Childs Ercall	492	500	Darliston	38	40
Chipnall	101	100	Deuxhill	9	10
Chirbury	220	200	Dhustone	91	90
Chirk Bank/Gledrid	622	600	Diddlebury	182	180
Chorley	121	120	Ditton Priors	408	400
Church Preen	41	40	Dobsons Bridge/Roving Bridge	65	60
Church Pulverbatch	35	40	Doddington	269	250
Church Stretton	3676	3700	Donnington/Charlto n Hill	31	30
Claverley	672	650	Dorrington	606	600
Clee Hill/The Knowle	854	850	Dovaston/Knockin Heath	264	250
Clee St Margaret	84	80	Draycott	51	50
Cleeton St Mary	51	50	Dudleston	28	30
Cleobury Mortimer	2750	2700	Dudleston Heath/Gadlas	861	850
Cleobury North	30	30	Eardington	332	350

Clive	423	400	Eardiston	33	30
Clun	760	750	East wall	44	40
Clunbury	95	90	Easthope	59	60
Clungunford	200	200	Eaton Constantine	137	140
Clunton	120	120	Eaton Upon Tern	100	100
Cockshutford	29	30	Edge	20	20
Cockshutt	611	600	Edgebolton/Moreton Mill	176	180
Coed-Y-Go	63	60	Edgerley	52	50
Colebatch	68	70	Edgton/Basford	66	70
Colemere	71	70	Edstaston	43	40
Colemore Green	40	40	Ellesmere	3726	3700
Elson	63	60	High Hatton	48	50
Enchmarsh	20	20	Highley/Netherton	3158	3200
English Frankton	26	30	Hilton	179	180
Ensdon	22	20	Hindford	34	30
Exfords Green	27	30	Hinstock/Wood Lane	768	750
Eyton	21	20	Hinton	30	30
Eyton On Severn	16	20	Hints	148	150
Farley	23	20	Hodnet/Hodnet Heath	639	650
Farlow	15	20	Holdgate	22	20
Faulsgreen	108	110	Hollinwood	121	120
Felhampton	26	30	Homer	247	250
Felton Butler	24	20	Hookagate	114	110
Fenn Green	55	60	Hope	42	40
Fitz	31	30	Hope Bagot	30	30
Ford	595	600	Hope Bowdler	139	140
Ford Heath	52	50	Hopesay	65	70
Forton Heath/Mytton	118	120	Hopton Bank	77	80
Frodesley	126	130	Hopton Cangeford	11	10
Garmston	69	70	Hopton Castle	53	50
Glazeley	32	30	Hopton Heath	36	40
Gleedon Hill	16	20	Hopton Wafers	94	90
Glynmorlas/Rhyn	65	60	Hopton/Valeswood	100	100
Gobowen/Rhewl	2747	2700	Hordley	28	30
Grafton	106	110	Horsebridge	32	30
Great Ness	73	70	Hughley	43	40
Great Sutton	24	20	Hungerford/Broadstone	66	70
Great Wytheford	33	30	Ightfield	199	200
Greete	33	30	Jackfield	112	110
Grimpo	51	50	Kemberton	194	190
Grindle	30	30	Kempton	61	60
Grindley Brook	118	120	Kenley	44	40

Grinshill	153	150	Kinlet	65	70
Habberley	68	70	Kinnerley	297	300
Hadnall	568	550	Kinton	83	80
Halfway House	142	140	Knockin	182	180
Halston/Plealey Road	60	60	Knowbury	344	350
Hampton Loade	150	150	Lea	13	10
Hanwood	603	600	Lea Cross	65	60
Hanwood Bank	371	350	Leaton	24	20
Harley	139	140	Lee	43	40
Harmer Hill	318	300	Lee Brockhurst	122	120
Hatton	17	20	Leebotwood	113	110
Haughton	36	40	Leighton	132	130
Haytons Bent/Up Lo Hayton	107	110	Lilyhurst	25	20
Heath	13	10	Little Brampton	15	10
Heath Hill	65	60	Little Ness	108	110
Heathton	60	60	Little Stretton	238	250
Llanfair Waterdine	36	40	Montford	40	40
Llanyblodwel	69	70	Montford Bridge	320	300
Llanymynech	418	400	Morda	1553	1600
Llynclys	281	300	More	20	20
Lockleywood	78	80	Moreton Corbet	40	40
Long Meadow End	50	50	Moreton Say	40	40
Longden	247	250	Morton/Morton Common	89	90
Longden Common	109	110	Morville	81	80
Longford	60	60	Much Wenlock	2242	2200
Longnor	284	300	Muckley	13	10
Longslow	27	30	Muckley Cross	18	20
Longville In The Dale	66	70	Munslow	99	100
Longwood	38	40	Myddle	450	450
Loppington	220	200	Nantmawr	56	60
Loughton	16	20	Nash	33	30
Lower Frankton	61	60	Neen Savage	3	5
Lower Hordley/Bagley Marsh	102	100	Neen Sollars	76	80
Ludlow	10174	10200	Neenton	88	90
Lydbury North	234	250	Nesscliffe	221	200
Lydham	92	90	Netchwood Common	39	40
Lyneal	179	180	New Marton	17	20
Lyth Bank/Lyth Hill	218	200	Newcastle	152	150
Maesbrook/Maesbroo k Green	160	160	Newtown	101	100
Maesbury	240	250	Noneley/Commonw ood/Ruewood	78	80
Maesbury Marsh	252	250	Norbury	53	50

Mainstone	11	10	Nordley	38	40
Marchamley	196	200	Nordley Common	67	70
Market Drayton	11794	11800	Northwood	109	110
Marshbrook	39	40	Norton	151	150
Marton	118	120	Norton In Hales	296	300
Meadowtown	19	20	Nox	17	20
Melverley	31	30	Obley	21	20
Melverley Green	87	90	Oldbury	204	200
Merrington	33	30	Ollerton	46	50
Middle/Lower Hengoed	140	140	Onibury	112	110
Middlehope	13	10	Oreton	150	150
Middleton	95	90	Oswestry	17260	17300
Middleton Priors	48	50	Overton	65	70
Middleton Scriven	43	40	Pant Glas	57	60
Middleton/Aston Square	58	60	Pant/Pen-y-Coed	1199	1200
Mill Green	30	30	Park Hall	525	550
Milson	53	50	Peaton	24	20
Minsterley	1408	1400	Peatonstrand	29	30
Minton	30	30	Pennerley/The Bog	90	90
Monkhoppton	90	90	Pentre	52	50
Peplow	29	30	Rushton	31	30
Petton	76	80	Ruyton XI Towns	940	950
Picklescott	38	40	Ryton	239	250
Pipegate	177	180	Sansaw Heath	59	60
Pitchford	129	130	Shawbury	1573	1600
Plash	45	50	Sheinton	40	40
Platt Lane	53	50	Shelderton	16	20
Plealey	130	130	Shelve	19	20
Ploxgreen	99	100	Shepherds Lane/Calcott	133	130
Pont Faen	42	40	Sheriffhales	261	250
Pontesbury	1665	1700	Shifnal	6179	6200
Pontesbury Hill	203	200	Shiple	22	20
Pontesford	90	90	Shipton	43	40
Porthywaen	137	140	Shorthill	42	40
Posenhall	37	40	Shrawardine	134	130
Prees / Prees Wood	1037	1000	Shrewsbury	71460	71500
Prees Green	84	80	Sibdon Carwood	9	10
Prees Heath	130	130	Sidbury	28	30
Prees Higher Heath	1013	1000	Siefton	53	50
Prees Lower Heath	69	70	Siefton Bache	26	30
Preston	23	20	Silvington	25	30
Preston Brockhurst	73	70	Snailbeach	234	250

Preston Gubbals	38	40	Snitton	16	20
Preston Montford	3	5	Soudley	39	40
Priest Weston	69	70	Soudley (Great)	130	130
Priors Halton	4	5	Spurtree/Hammerhill	59	60
Purslow	15	10	St Martin Moor	60	60
Quatford	266	250	St Martins/Ifton Heath	120	120
Quatt	70	70	Stableford	64	60
Queens Head	92	90	Stanley Green	106	110
Quina Brook	77	80	Stanmore Camp	169	170
Ratlinghope	13	10	Stanton Lacy	35	40
Rednal	32	30	Stanton Long	43	40
Rhoswiel	181	180	Stanton Upon Hine Heath	233	250
Rhyd-y-Croesau	9	10	Stanwardine In The Fields	55	60
Richards Castle/Batchcott	43	40	Stapleton	117	120
Romsley	58	60	Stapleton Common	68	70
Rorrington	38	40	Stiperstones/Perkins Beach	146	150
Rosehill	68	70	Stockton	14	10
Roughton	50	50	Stoke Heath	288	300
Rowton	23	20	Stoke St Milborough	67	70
Ruckley/Langley	52	50	Stoke Upon Tern	120	120
Rudge	36	40	Stokesay	28	30
Rudge Heath	7	5	Stoney Stretton	50	50
Rushbury/Roman Bank	44	40	Stottesdon	176	180
Stowe	23	20	Wattlesborough Heath	142	140
Street Dinas	46	50	Weirbrook	39	40
Strefford	48	50	Welsh Frankton/Perthy	196	200
Stretford Bridge	41	40	Welshampton	204	200
Stretton Westwood	30	30	Welsh End	31	30
Sutton	36	40	Wem	5813	5800
Sutton Maddock	89	90	Wentnor	66	70
Sweeney Mountain/Nant-Y-Caws	142	140	Wern Ddu	9	10
Ternhill	67	70	West Felton	1032	1000
Tetchill	293	300	Westbury	519	500
The Down	23	20	Westhope	48	50
The Hobbins	354	350	Westley	22	20
The Hope	31	30	Weston	46	50
The Sheet	214	200	Weston and Wixhill	161	160
The Smithies	20	20	Weston Heath	73	70

The Wern	76	80	Weston Lullingfields	102	100
Ticklerton	49	50	Weston Rhyn/Preesgweene	1512	1500
Tilley	60	60	Weston Wharf/Weston Common	142	140
Tilstock	401	400	Whitchurch	9297	9300
Tong	105	100	Whitcot	15	20
Tong Norton	118	120	Whitcot Keysett	53	50
Treflach	180	180	Whittingslow	17	20
Trefonen	746	750	Whittington	1509	1500
Tuckhill	29	30	Whitton	65	70
Tugford	26	30	Whittytrees/Duxmoor	43	40
Twitchen	43	40	Whixall	72	770
Uffington	125	130	Wilcott	169	170
Upper Affcot	17	20	Wistanstow	147	150
Upper Astley	84	80	Wistanswick/Crickmerry	308	300
Upper Hengoed	49	50	Withington	152	150
Uppington	56	60	Wollaston	24	20
Upton Cressett	13	10	Wollerton	201	200
Upton Magna	148	150	Woodseaves	180	180
Vennington	39	40	Woofferton	68	70
Vernolds Common	48	50	Woolstaston	27	30
Vron Gate	17	20	Woolston	97	100
Walford Heath/Oldwood	125	120	Woore/Irelands Cross	696	700
Walkmill	11	10	Wooton	27	30
Wall Under Heywood	105	110	Worfield	215	200
Wallbank	41	40	Worthern/Brockton	634	650
Walton	12	10	Wotherton	52	50
Waterloo	24	20	Wrentnall	33	30
Wroxeter	65	70			
Wyken	67	70			
Wykey	44	40			
Yeaton	52	50			
Yockleton	222	200			
Yorton	35	40			

3. Rural Settlements

i) Bridgnorth Parishes

Code	Parish & Designated Rural Settlement	Census Settlement	Census Settlement Population	Parish Population
NBN001	Acton Round	Acton Round	29	60
		Muckley	13	
		Muckley Cross	18	
NBN002	Albrighton	NOT RURAL	4462	4462
NBN003	Alveley	Alveley	1566	1650
		Fenn Green	55	
		Tuckhill	29	
NBN004	Astley Abbots	Astley Abbots	79	280
		Colemore Green	40	
		Cross Lane Head	56	
		Nordley	38	
		Nordley Common	67	
NBN005	Aston Botterell	Aston Botterell	33	33
NBN006	Aston Eyre	Aston Eyre	43	43
NBN007	Badger	Badger	107	107
NBN008	Barrow	Barrow	27	84
		Posenhall	37	
		The Smithies	20	
NBN009	Beckbury	Beckbury	221	221
NBN010	Billingsley	Billingsley	129	129
NBN011	Boningale	Boningale	47	47
NBN012	Boscobel	Boscobel	0	0
NBN013	Bridgnorth	NOT RURAL	12079	12549
		Oldbury	204	
		Quatford	266	
NBN014	Broseley	NOT RURAL	4929	5041
		Jackfield	112	
NBN015	Burwarton	Burwarton	108	108
NBN016	Chelmarsh	Chelmarsh	244	430
		Hampton Loade	150	
		Sutton	36	
NBN017	Chetton	Chetton	66	89
		The Down	23	
NBN018	Claverley	Broad Oak/Six Ashes	46	
		Claverley	672	

		Draycott	51	836
		Heathton	60	
		Rudge Heath	7	
NBN019	Cleobury North	Cleobury North	30	30
NBN020	Deuxhill	Deuxhill	9	9
NBN021	Ditton Priors	Ditton Priors	408	495
		Middleton Priors	48	
		Netchwood Common	39	
NBN022	Donington	Cosford/Donington	954	954
NBN023	Eardington	Eardington	332	332
NBN024	Easthope	Easthope	59	59
NBN025	Farlow	Farlow	15	165
		Oreton	150	
NBN026	Glazeley	Glazeley	32	32
NBN027	Highley	NOT RURAL	3158	3158
NBN028	Kemberton	Kemberton	194	194
NBN029	Kinlet	Button Bridge	58	254
		Button Oak	81	
		Coppice Gate	50	
		Kinlet	65	
NBN030	Middleton Scriven	Middleton Scriven	43	43
NBN031	Monkhopton	Monkhopton	90	90
NBN032	Morville	Morville	81	81
NBN033	Much Wenlock	Bourton	76	2669
		Bourton Westwood	17	
		Callaughton	41	
		Gleedon Hill	16	
		Homer	247	
		Much Wenlock	2242	
		Stretton Westwood	30	
NBN034	Neen Savage	Neen Savage	3	3
NBN035	Neenton	Neenton	88	88
NBN036	Quatt	Quatt	70	70
NBN037	Romsley	Romsley	58	58
NBN038	Rudge	Rudge	36	58
		Shipley	22	
NBN039	Ryton	Grindle	30	269
		Ryton	239	
NBN040	Sheriffhales	Crackley Bank	34	385
		Heath Hill	65	
		Lilyhurst	25	
		Sheriffhales	261	
NBN041	Shifnal	NOT RURAL	6179	6179
NBN042	Shipton	Shipton	43	43
NBN043	Sidbury	Sidbury	28	28
NBN044	Stanton Long	Brockton	70	113

		Stanton Long	43	
NBN045	Stockton	Norton	151	165
		Stockton	14	
NBN046	Stottesdon	Chorley	121	297
		Stottesdon	176	
NBN047	Sutton Maddock	Sutton Maddock	89	89
NBN048	Tasley	Tasley	0	0
NBN049	Tong	Tong	105	223
		Tong Norton	118	
NBN050	Upton Crescent	Upton Crescent	13	13
NBN051	Worfield	Ackleton	287	1447
		Chesterton	62	
		Hilton	179	
		Roughton	50	
		Stableford	64	
		Stanmore Camp	169	
		The Hobbins	354	
		Worfield	215	
Wyken	67			

ii) North Shropshire Parishes

Code	Parish & Designated Rural Settlement	Census Settlement	Census Settlement Population	Parish Population
NNS001	Adderley	Adderley	206	206
NNS002	Baschurch	Baschurch/Newtown/Prescott	1602	1953
		Stanwardine In The Fields	55	
		Weston Lullingfields	102	
		Weston Wharf/Weston Common	142	
		Yeaton	52	
NNS004	Cheswardine	Cheswardine	625	895
		Chipnall	101	
		Soudley	39	
		Soudley (Great)	130	
NNS005	Childs Ercall	Childs Ercall	492	492
NNS006	Clive	Clive	423	423
NNS007	Cockshutt	Cockshutt	611	637
		English Frankton	26	
NNS008	Ellesmere Rural	Dudleston	28	1547
		Dudleston Heath/Gadlas	861	
		Elson	63	
		Lee	43	

		New Marton	17	
		Street Dinas	46	
		Tetchill	293	
		Welsh Frankton/Perthy	196	
NNS009	Ellesmere Urban	NOT RURAL	3726	3726
NNS010	Grinshill	Grinshill	153	212
		Sansaw Heath	59	
NNS011	Hadnall	Hadnall	568	568
NNS012	Hinstock	Hinstock/Wood Lane	768	676
		Lockleywood	78	
		Mill Green	30	
NNS013	Hodnet	Hodnet/Hodnet Heath	639	1065
		Marchamley	196	
		Peplow	201	
		Wollerton	29	
NNS014	Hordley	Bagley	74	204
		Hordley	28	
		Lower Hordley/ Bagley Marsh	102	
NNS015	Ightfield	Calverhall	156	355
		Ightfield	199	
NNS017	Loppington	Brown Heath	26	438
		Burlton	114	
		Loppington	220	
		Noneley/Commonwood/ Ruewood	78	
NNS018	Market Drayton	NOT RURAL	11794	11794
NNS019	Moreton Corbet	Lee Brockhurst	122	235
		Moreton Corbet	40	
		Preston Brockhurst	73	
NNS020	Moreton Say	Bletchley	45	239
		Longford	60	
		Longslow	27	
		Moreton Say	40	
		Tern Hill	67	
NNS021	Myddle	Harmer Hill	318	921
		Marton	118	
		Myddle	450	
		Yorton	35	
NNS022	Norton In Hales	Norton In Hales	296	296
NNS024	Petton	Petton	76	76
NNS025	Prees	Darliston	38	2349
		Fauls Green	108	
		Prees Green	84	
		Prees Higher Heath	1013	
		Prees Lower Heath	69	
		Prees/Prees Wood	1037	

NNS027	Shawbury	Edgebolton/Moreton Mill	176	1782
		Great Wytheford	33	
		Shawbury	1573	
NNS028	Stanton Upon Hine Heath	High Hatton	48	281
		Stanton Upon Hine Heath	233	
NNS029	Stoke on Tern	Eaton Upon Tern	100	862
		Ollerton	46	
		Stoke Heath	288	
		Stoke on Tern	120	
		Wistanswick/Crickmerry	308	
NNS030	Sutton on Tern	Rosehill	68	284
		Sutton	36	
		Woodseaves	180	
NNS031	Welshampton	Breaden Heath	37	491
		Colemere	71	
		Lyneal	179	
		Welshampton	204	
NNS032	Wem Rural	Aston	70	507
		Barkers Green	47	
		Edstaston	43	
		Newtown	101	
		Northwood	109	
		Quina Brook	77	
		Tilley	60	
NNS033	Wem Urban	NOT RURAL	5813	5813
NNS034	Weston Under Redcastle	Weston	46	280
		Weston & Wixhill	161	
		Weston Heath	73	
NNS035	Whitchurch Rural	Ash Magna/Ash Parva	247	833
		Broughall	55	
		Prees Heath	130	
		Tilstock	401	
NNS039	Whitchurch Urban	NOT RURAL	9297	9415
		Grindley Brook	118	
NNS041	Whixall	Dobsons Bridge/ Roving Bridge	65	472
		Hollinwood	121	
		Platt Lane	53	
		Stanley Green	106	
		Waterloo	24	
		Welsh End	31	
		Whixall	72	
NNS042	Woore	Pipe Gate	177	873
		Woore/Irelands Cross	696	

iii) Oswestry Parishes

Code	Parish & Designated Rural Settlement	Census Settlement	Census Settlement Population	Parish Population
NOW001	Kinnerley	Dovaston/Knockin Heath	264	825
		Edgerley	52	
		Kinnerley	297	
		Maesbrook/Maesbrook Green	160	
		Pentre	52	
NOW002	Knockin	Knockin	182	182
NOW003	Llanyblodwel	Cefn Boldwel	69	275
		Llanyblodwel	69	
		Porthywaen	137	
NOW004	Llanymynech & Pant	Llanymynech	418	1898
		Llynclys	281	
		Pant/Pen-y-Coed	1199	
NOW005	Meverley	Meverley	31	118
		Meverley Green	87	
NOW006	Oswestry Rural	Coed-y-Go	63	2497
		Crickheath	63	
		Croesaubach	28	
		Maesbury	240	
		Maesbury Marsh	252	
		Middleton/Aston Square	58	
		Morda	1553	
		Morton/Morton Common	89	
		Rhyd-y-Croesau	9	
		Sweeney Mountain/Nant-Y-Caws	142	
NOW007	Trefonen	Nantmawr	56	991
		Treflach	180	
		Trefonen	746	
		Wern Ddu	9	
NOW008	Ruyton XI Towns	Eardiston	33	1017
		Ruyton XI Towns	940	
		Wykey	44	
NOW009	Selattyn Gobowen	Gobewen/Rhewl	2747	3058
NOW010		Middle/Lower Hengoed	140	
		Pant Glas	57	
		Upper Hengoed	49	
		Glynmorlas/Rhyn	65	
NOW011	St. Martins	St. Martins/Ifton Heath	12	123
		St. Martins Moor	60	
		Grimpo	51	
NOW012	West Felton	Haughton	36	
		Queens Head	92	

		Rednall	32	1231
		Weirbrook	39	
		West Felton	1032	
NOW013	Weston Rhyn	Bronygarth/Castle Mill	103	2536
		Chirk Bank/Gledrid	622	
		Pont Faen	42	
		Rhoswel	181	
		The Wern	76	
		WestonRhyn/Preesgweene	1512	
NOW014	Whittington	Babbinswood	175	2304
		Hindford	34	
		Lower Frankton	61	
		Park Hall	525	
		Whittington	1509	
NOW015	Oswestry Town	NOT RURAL	17260	17260

iv) Shrewsbury & Atcham Parishes

Code	Parish & Designated Rural Settlement	Census Settlement	Census Settlement Population	Parish Population
NSA101	Acton B, Frod, Pitch, Ruck, Lang	Acton Burnell	216	523
		Frodesley	126	
		Pitchford	129	
		Ruckley/Langley	52	
NSA102	Alberbury and Cardeston	Alberbury	109	454
		Cardeston	38	
		Halfway House	142	
		Rowton	23	
		Wattlesborough Heath	142	
NSA103	All Stretton, Smethcote & Woolstan	All Stretton	288	353
		Picklescote	38	
		Woolstaston	27	
NSA104	Astley	Astley	114	255
		Bings Heath	57	
		Upper Astley	84	
NSA105	Atcham	Atcham	127	176
		Berwick	49	
NSA106	Bayston Hill	Not Rural	4837	4837
NSA107	Berrington	Berrington	57	822
		Brompton	21	
		Cross Houses	744	
NSA108	Bicton	Bicton	494	630
		Preston Montford	3	
		Shepherds Lane/Calcott	133	

NSA109	Bomere Heath & District	Albrighton	35	1767
		Bomere Heath	1256	
		Fitz	31	
		Forton Heath/Mytton	118	
		Grafton	106	
		Leaton	24	
		Merrington	33	
		Preston Gubbals	39	
		Walford Heath/Oldford	125	
NSA110	Buildwas	Buildwas	143	143
NSA111	Cardington	Cardington/Gretton	124	189
		Enchmarsh	20	
		Plaish	45	
NSA112	Church Preen, Hughley & Kenley	Church Preen	41	128
		Hughley	43	
		Kenley	44	
NSA113	Church Pulverbatch	Castle Pulverbatch	120	188
		Church Pulverbatch	35	
		Wrenthall	33	
NSA114	Condover	Condover	526	1249
		Dorrington	606	
		Stapleton	117	
NSA115	Cound	Cound/Upper Cound	179	275
		Coundmoor/Evenwood Common	96	
NSA116	Cressage, Harley & Sheinton	Cressage	632	811
		Harley	139	
		Sheinton	40	
NSA117	Ford	Chavel	41	636
		Ford	595	
NSA118	Great Hanwood	Hanwood	603	974
		Hanwood Bank	371	
NSA119	Great Ness & Little Ness	Felton Butler	24	778
		Great Ness	73	
		Hopton/Valeswood	100	
		Kinton	83	
		Little Ness	108	
		Nesscliffe	221	
		Wilcott	169	
NSA120	Leebotwood & Longnor	Leebotwood	113	397
		Longnor	284	
NSA121	Leighton & Easton Constantine	Eaton Constantine	137	376
		Garmston	69	
		Leighton	132	
		Longwood	38	
NSA122	Longden	Annscroft	228	

		Exfords Green	27	1011
		Hook a Gate	114	
		Longden	247	
		Longden Common	109	
		Lyth Bank/Lyth Hill	218	
		Stapleton Common	68	
NSA123	Minsterley	Horsebridge	32	1558
		Meadowtown	19	
		Minsterley	1408	
		Ploxgreen	99	
NSA124	Montford	Ensdon	22	516
		Montford	40	
		Montford Bridge	320	
		Shrawardine	134	
NSA125	Pontesbury	Arcscott	72	2663
		Asterley	112	
		Cruckmeole	50	
		Cruckton	90	
		Edge	20	
		Farley	23	
		Habberley	68	
		Halston/Plealey Road	60	
		Hinton	30	
		Lea	13	
		Lea Cross	65	
		Plealey	130	
		Pontesbury	1665	
		Pontesbury Hill	203	
Pontesford	20			
Shorthill	42			
NSA126	Uffington	Uffington	125	125
NSA127	Upton Magna	Preston	23	171
		Upton Magna	148	
NSA128	Westbury	Ford Heath	52	938
		Nox	17	
		Stoney Stretton	50	
		Vennington	39	
		Vron gate	17	
		Westbury	519	
		Westley	22	
		Yockleton	222	
NSA129	Withington	Withington	152	152
NSA130	Wollaston	Wollaston	24	24
NSA131	Wroxeter & Uppington	Donnington/Charlton Hill	31	199
		Eyton on Severn	16	
		Rushton	31	

		Uppington	56	
		Wroxeter	65	
NSA132	Shrewsbury Town	NOT RURAL	71460	71460

v) South Shropshire Parishes

Code	Parish & Designated Rural Settlement	Census Settlement	Census Settlement Population	Parish Population
NSS01	Abdon	Abdon	15	63
		Holdgate	22	
		Tugford	26	
NSS02	Acton Scott	Acton Scott	27	27
NSS03	Ashford Bowdler	Ashford Bowdler	45	45
NSS04	Ashford Carbonel	Ashford Carbonel	326	326
NSS05	Bitterley	Angelbank/farden	227	660
		Bedlam	76	
		Bitterley	104	
		Cleeton St Mary	51	
		Dhustone	91	
		Middleton	95	
		Snitton	16	
NSS06	Boraston	Boraston	38	97
		Spurtree/Hammermill Hill	59	
NSS07	Bromfield	Bromfield	81	85
		Priors Halton	4	
NSS08	Burford	Burford	1216	1216
NSS09	Caynham	Caynham	149	1347
		Clee Hill/The Knowle	854	
		Knowbury	344	
NSS10	Church Stretton & Little Stretton	Church Stretton	3676	3983
		Little Stretton	238	
		Marshbrook	30	
		Minton	39	
NSS13	Clee St. Margaret	Clee St Margaret	84	113
		Cockshutford	29	
NSS14	Cleobury Mortimer	Cleobury Mortimer	2750	2750
NSS15	Coreley	Coreley	31	179
		Hints	148	
NSS16	Culmington	Culmington	131	258
		Seifton	53	
		Seifton Bache	26	
		Vernolds Common	48	
NSS17	Diddlebury	Corfton/Corfton Bache	68	
		Diddlebury	182	

		Great Sutton	24	388
		Middlehope	13	
		Peaton	24	
		Peatonstrand	29	
		Westhope	48	
NSS18	Eaton Under Heywood	Hatton	17	66
		Ticklerton	49	
NSS20	Greete	Greete	33	33
NSS22	Heath	Heath	13	13
NSS23	Hope Bagot	Hope Bagot	30	30
NSS24	Hope Bowdler	Hope Bowdler	139	139
NSS26	Hopton Cangeford	Hopton Cangeford	11	11
NSS27	Hopton Wafers	Catherton Common	124	564
		Doddington	269	
		Hopton Bank	77	
		Hopton Wafers	94	
NSS29	Ludford	The Sheet	214	214
NSS30	Ludlow	NOT RURAL	10174	10174
NSS34	Milson	Milson	53	53
NSS35	Munslow	Aston Munslow	114	279
		Hungerford/Broadstone	66	
		Munslow	99	
NSS36	Nash	Nash	33	33
NSS37	Neen Sollars	Neen Sollars	76	76
NSS38	Onibury	Onibury	112	194
		Walton	12	
		Whittytree/Duxmoor	43	
		Wooton	27	
NSS39	Richards Castle	Overton	65	176
		Richards Castle/Batchcott	43	
		Woofferton	68	
NSS40	Rushbury	East Wall	44	300
		Longville In The Dale	66	
		Rushbury/Roman bank	44	
		Wallbank	41	
		Wall Under Heywood	105	
NSS41	Sibdon Carwood	Sibdon Carwood	9	9
NSS43	Stanton Lacy	Haytons Bent/Upper & Lower Hayton	107	184
		Hopton Cangeford	11	
		Stanton Lacy	35	
		The Hope	31	
NSS44	Craven Arms	Aldon	16	2471
		Bouldon	33	
		Brandhill	24	
		Craven Arms	2370	

		Stokesay	28	
NSS45	Stoke St. Milborough	Stoke St. Milborough	67	67
NSS47	Wheathill	Besom Woods/Wheathill	46	87
		Loughton	16	
		Silvington	25	
NSS48	Whitton	Whitton	65	92
		Wooton	27	
NSS49	Wistanstow	Bushmoor/Leamoor Common	82	473
		Cheney Longville	39	
		Felhampton	26	
		Strefford	48	
		Upper Affcot	17	
		Whittingslow	17	
		Wistanstow	147	
		Woolston	97	
NSS51	Bedstone	Bedstone	60	60
NSS52	Bettws-y-Crwyn	Bettws-y-Crwyn	4	4
NSS53	Bishops Castle	Bishops Castle	1735	1735
NSS55	Bucknell	Bucknell	405	405
NSS56	Chirbury with Brompton	Chirbury	220	379
		Priest Weston	69	
		Rorrington	38	
		Wotherton	52	
NSS57	Clun & Chapel Lawn	Bryn	11	856
		Chapel Lawn	32	
		Clun	760	
		Whitcott Keysett	53	
NSS58	Newcastle	Newcastle	152	152
NSS59	Clunbury	Clunbury	95	370
		Clunton	120	
		Kempton	61	
		Little Brampton	15	
		Obley	21	
		Purslow	15	
		Twitchen	43	
NSS60	Clungunford	Clungunford	200	252
		Hopton Heath	36	
		Shelderton	16	
NSS61	Colebatch	Colebatch	68	68
NSS62	Edgton	Edgton/Basford	66	66
NSS63	Hopesay	Aston-On-Clun	221	466
		Beambridge/Aston Mill	32	
		Broome	98	
		Hopesay	65	
		Long Meadow End	50	

NSS64	Hopton Castle	Hopton Castle	53	53
NSS65	Llanfair Waterdine	Llanfair Waterdine	36	36
NSS66	Lydbury North	Brockton	27	261
		Lydbury North	234	
NSS67	Lydham	Lydham	92	92
NSS68	Mainstone	Cefn Einion	23	34
		Mainstone	11	
NSS69	More	More	20	20
NSS70	Myndtown	Asterton	22	22
NSS71	Norbury	Norbury	53	79
		Walkmill	11	
		Whitcot	15	
NSS72	Ratlinghope	Ratlinghope	13	13
NSS74	Stowe	Stowe	23	23
NSS75	Wentnor	Wentnor	66	66
NSS76	Worthen with Shelve	Aston Pigott	33	1442
		Aston Rogers	50	
		Bentlawnt	83	
		Binweston	12	
		Bromlow	57	
		Crows Nest	42	
		Hope	42	
		Pennerley/The Bog	90	
		Shelve	19	
		Snailbeach	234	
		Stiperstones/Perkins Beach	146	
		Worthen/Brockton	634	

Council Tax Payer requests Section 13A discount in writing. Request acknowledged by Revenues Team



Liaison between applicant and Revenues staff to understand and verify application



Report prepared for Section 151 Officer detailing the claimants reasons for the request and circumstances



Section 151 Officer reviews application and makes a **decision**



Discount awarded – claimant notified in writing

Discount refused- claimant notified in writing



Appeal received from council tax payer against decision



General Appeal Panel of Members convened within two months of appeal being received to hear appeal



Appeal successful and discount awarded – claimant notified in writing

Appeal unsuccessful - claimant is notified in writing. Claimant can appeal to Valuation Tribunal

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Shropshire Council Equality and Social Inclusion Impact Assessment (ESIIA)

Name of service change: *Review of Non-Domestic Rates Discretionary Relief and Council Tax Discretionary Discounts*

Contextual Notes 2016

The What and the Why:

The Shropshire Council Equality and Social Inclusion Impact Assessment (ESIIA) approach helps to identify whether or not any new or significant changes to services, including policies, procedures, functions or projects, may have an adverse impact on a particular group of people, and whether the human rights of individuals may be affected.

This assessment encompasses consideration of social inclusion. This is so that we are thinking as carefully and completely as possible about all Shropshire groups and communities, including people in rural areas and people we may describe as vulnerable, for example due to low income or to safeguarding concerns, as well as people in what are described as the nine 'protected characteristics' of groups of people in our population, eg Age. We demonstrate equal treatment to people who are in these groups and to people who are not, through having what is termed 'due regard' to their needs and views when developing and implementing policy and strategy and when commissioning, procuring, arranging or delivering services.

It is a legal requirement for local authorities to assess the equality and human rights impact of changes proposed or made to services. Carrying out ESIIAs helps us as a public authority to ensure that, as far as possible, we are taking actions to meet the general equality duty placed on us by the Equality Act 2010, and to thus demonstrate that the three equality aims are integral to our decision making processes. These are: eliminating discrimination, harassment and victimisation; advancing equality of opportunity; and fostering good relations.

The How:

The guidance and the evidence template are combined into one document for ease of access and usage, including questions that set out to act as useful prompts to service areas at each stage. The assessment comprises two parts: a screening part, and a full report part.

Screening (Part One) enables energies to be focussed on the service changes for which there are potentially important equalities and human rights implications. If screening indicates that the impact is likely to be positive overall, or is likely to have a medium or low negative or positive impact on certain groups of people, a full report is not required. Energies should instead focus on review and monitoring and ongoing evidence collection, enabling incremental improvements and adjustments that will lead to overall positive impacts for all groups in Shropshire.

A **full report (Part Two)** needs to be carried out where screening indicates that there are considered to be or likely to be significant negative impacts for certain groups of people, and/or where there are human rights implications. Where there is some uncertainty as to what decision to reach based on the evidence available, a full report is recommended, as it enables more evidence to be collected that will help the service area to reach an informed opinion.

Shropshire Council Part 1 ESIIA: initial screening and assessment

Please note: prompt questions and guidance within boxes are in italics. You are welcome to type over them when completing this form. Please extend the boxes if you need more space for your commentary.

Name of service change

Review of Council discretionary around non-domestic rate relief and council tax discretionary discount

Aims of the service change and description

The Authority has responsibility for the collection and administration of Business Rates and Council Tax revenues. There is complex legislation detailing how the amount due from Business Rates and Council Tax is calculated. Within the legislation and government guidelines, the Local Authority has certain discretions to award reliefs and discounts in certain circumstances. The current Business Rate Relief and Council Tax Discretionary Discount Policy was last considered by Council on 14 May 2015. At this time there was a commitment to review the policy every three years.

As part of the review of the policy currently taking place the following amendments are being proposed to take effect from 1 April 2019.

- *Qualifying criteria for discretionary top up relief (for charities that already receive 80% mandatory relief) that provide a benefit to the local community to be more clearly defined, and awarded in respect of the following types of organisation:*
 - *Community Centres, Village Halls, Meeting Rooms*
 - *Scouts, guides, cadets and youth clubs*
 - *Museums*
 - *Drop in/advice centres*
 - *Nursery/pre-schools*
 - *Sports/community centres providing sporting leisure facilities to the general public with no membership requirement*
 - *Organisations that provide care and support to vulnerable people*
 - *Organisations providing animal welfare, advancement of religion or the arts*

The net result of this amendment would be to remove the additional 20% top up relief for those Housing Associations that qualify for 80% mandatory relief. The estimated saving would be £97,000 (£47,530 to Shropshire Council).

- *Continue to award top up relief to Community Amateur Sports Clubs (CASCS) and Charity Shops (under certain conditions)*
- *Remove discretionary rate relief to Sports Clubs that are not registered as CASCS. The estimated saving would be £180,000 (£88,200 to Shropshire Council).*
- *Amend qualifying criteria for Social Enterprises/Community Interest Companies that are non-profit making, to only award relief where there is no provision to remunerate the directors of the company. It is not possible to estimate the cost*

saving of this change as qualification for relief under the new criteria would have to be established by the Business Rates Team undertaking a full review which will take place in the autumn.

- *Continue to award 100% relief to Village Halls, community centres and similar charitable organisations (Senior Citizen Clubs, Scouts/Guide Huts) where the emphasis is on recreational activity rather than social activity.*
- *Minor amendments to the criteria for reviewing discretionary council tax discounts*

Intended audiences and target groups for the service change

- *members of the public*
- *members*
- *members of the business community*
-

Evidence used for screening of the service change

Specific consultation and engagement with intended audiences and target groups for the service change

A consultation on the proposed scheme for 2019 ran from 5 July 2018 to 15 August 2018. Business groups and representative bodies were made aware of the consultation to allow them to respond.

All businesses that currently qualify for business rate discretionary relief have already been contacted in March 2018 to advise them that this review was taking place.

Potential impact on Protected Characteristic groups and on social inclusion

Using the results of evidence gathering and specific consultation and engagement, please consider how the service change as proposed may affect people within the nine Protected Characteristic groups and people at risk of social exclusion.

1. Have the intended audiences and target groups been consulted about:
 - their current needs and aspirations and what is important to them;
 - the potential impact of this service change on them, whether positive or negative, intended or unintended;
 - the potential barriers they may face.
2. If the intended audience and target groups have not been consulted directly, have their representatives or people with specialist knowledge been consulted, or has research been explored?
3. Have other stakeholder groups and secondary groups, for example carers of service users, been explored in terms of potential unintended impacts?
4. Are there systems set up to:
 - monitor the impact, positive or negative, intended or intended, for different groups;
 - enable open feedback and suggestions from a variety of audiences through a variety of methods.

5. Are there any Human Rights implications? For example, is there a breach of one or more of the human rights of an individual or group?
6. Will the service change as proposed have a positive or negative impact on:
 - fostering good relations?
 - social inclusion?

Initial assessment for each group

Please rate the impact that you perceive the service change is likely to have on a group, through inserting a tick in the relevant column. Please add any extra notes that you think might be helpful for readers.

Protected Characteristic groups and other groups in Shropshire	High negative impact <i>Part Two ESIIA required</i>	High positive impact <i>Part One ESIIA required</i>	Medium positive or negative impact <i>Part One ESIIA required</i>	Low positive or negative impact <i>Part One ESIIA required</i>
Age (please include children, young people, people of working age, older people. Some people may belong to more than one group eg child for whom there are safeguarding concerns eg older person with disability)				✓
Disability (please include: mental health conditions and syndromes including autism; physical disabilities or impairments; learning disabilities; Multiple Sclerosis; cancer; HIV)				✓
Gender re-assignment (please include associated aspects: safety, caring responsibility, potential for bullying and harassment)				✓
Marriage and Civil Partnership (please include associated aspects: caring responsibility, potential for bullying and harassment)				✓
Pregnancy & Maternity (please include associated aspects: safety, caring responsibility, potential for bullying and harassment)				✓
Race (please include: ethnicity, nationality, culture, language, gypsy, traveller)				✓
Religion and belief (please include: Buddhism, Christianity, Hinduism, Islam, Judaism, Non conformists; Rastafarianism; Sikhism, Shinto, Taoism, Zoroastrianism, and any others)				✓
Sex (please include associated aspects: safety, caring responsibility, potential for bullying and harassment)				✓
Sexual Orientation (please include associated aspects: safety; caring responsibility; potential for bullying and harassment)				✓

Other: Social Inclusion (please include families and friends with caring responsibilities; people with health inequalities; households in poverty; refugees and asylum seekers; rural communities; people for whom there are safeguarding concerns; people you consider to be vulnerable)				√
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Guidance on what a negative impact might look like

High Negative	Significant potential impact, risk of exposure, history of complaints, no mitigating measures in place or no evidence available: urgent need for consultation with customers, general public, workforce
Medium Negative	Some potential impact, some mitigating measures in place but no evidence available how effective they are: would be beneficial to consult with customers, general public, workforce
Low Negative	Almost bordering on non-relevance to the ESIA process (heavily legislation led, very little discretion can be exercised, limited public facing aspect, national policy affecting degree of local impact possible)

Decision, review and monitoring

Decision	Yes	No
Part One ESIA Only?	√	
Proceed to Part Two Full Report?		√

If Part One, please now use the boxes below and sign off at the foot of the page. If Part Two, please move on to the full report stage.

Actions to mitigate negative impact or enhance positive impact of the service change
<p><i>This is the section where you can explain what the service area is already planning to do. Check: for the groups who may be affected, what actions will you now take to mitigate or enhance impact of the service change? For example, if you are reducing a service there may be further use you could make of publicity and awareness raising through social media and other channels to reach more people who may be affected.</i></p>

Actions to review and monitor the impact of the service change
<p><i>This is the section where you can explain what actions the service area will be taking to review and monitor the impact of the service change, and with what frequency. Check: what arrangements will you have in place to continue to collect evidence and data and to continue to engage with all groups who may be affected by the service change, including the intended</i></p>

audiences? For example, customer feedback and wider community engagement opportunities, including involvement of elected Shropshire Council councillors for a locality.

Scrutiny at Part One screening stage

People involved	Signatures	Date
<i>Lead officer carrying out the screening</i>	Phil Weir	12 June 2018
<i>Any internal support*</i>		
<i>Any external support**</i>		
<i>Head of service</i>	James Walton	12 June 2018

**This refers to other officers within the service area*

***This refers either to support external to the service but within the Council, eg from the Rurality and Equalities Specialist, or support external to the Council, eg from a peer authority*

Sign off at Part One screening stage

Name	Signatures	Date
<i>Lead officer's name</i>	Phil Weir	30 August 2018
<i>Head of service's name</i>	James Walton	30 August 2018

Shropshire Council Part 2 ESIIA: full report

Guidance notes on how to carry out the full report

The decision that you are seeking to make, as a result of carrying out this full report, will take one of four routes:

1. To make changes to satisfy any concerns raised through the specific consultation and engagement process and through your further analysis of the evidence to hand;
2. To make changes that will remove or reduce the potential of the service change to adversely affect any of the Protected Characteristic groups and those who may be at risk of social exclusion;
3. To adopt the service change as it stands, with evidence to justify your decision even though it could adversely affect some groups;
4. To find alternative means to achieve the aims of the service change.

The Part Two Full Report therefore starts with a forensic scrutiny of the evidence and consultation results considered during Part One Screening, and identification of gaps in data for people in any of the nine Protected Characteristic groups and people who may be at risk of social exclusion, eg rural communities. There may also be gaps identified to you independently of this process, from sources including the intended audiences and target groups themselves.

The forensic scrutiny stage enables you to assess:

- **Which gaps need to be filled right now, to help you to make a decision about the likely impact of the proposed service change?**

This could involve methods such as: one off service area focus groups; use of customer records; examination of data held elsewhere in the organisation, such as corporate customer complaints; and reference to data held by similar authorities or at national level from which reliable comparisons might be drawn, including via the Rural Services Network. Quantitative evidence could include data from NHS Foundation Trusts, community and voluntary sector bodies, and partnerships including the Local Enterprise Partnership and the Health and Well Being Board. Qualitative evidence could include commentary from stakeholders.

- **Which gaps could be filled within a timeframe that will enable you to monitor potential barriers and any positive or negative impacts on groups and individuals further along into the process?**

This could potentially be as part of wider corporate and partnership efforts to strengthen the evidence base on equalities. Examples would be: joint information sharing protocols about victims of hate crime incidents; the collection of data that will fill gaps across a number of service areas, eg needs of young people with learning disabilities as they progress through into independent living; and publicity awareness campaigns that encourage open feedback and suggestions from a variety of audiences.

Once you have identified your evidence gaps, and decided on the actions you will take right now and further into the process, please record your activity in the following boxes. Please extend the boxes as needed.

Evidence used for assessment of the service change: activity record

How did you carry out further research into the nine Protected Characteristic groups and those who may be at risk of social exclusion, about their current needs and aspirations and about the likely impacts and barriers that they face in day to day living?

And what did it tell you?

Specific consultation and engagement with intended audiences and target groups for the service change: activity record

How did you carry out further specific consultation and engagement activity with the intended audiences and with other stakeholders who may be affected by the service change?

And what did it tell you?

Further and ongoing research and consultation with intended audiences and target groups for the service change: activity record

What further research, consultation and engagement activity do you think is required to help fill gaps in our understanding about the potential or known affect that this proposed service change may have on any of the ten groupings and on the intended audiences and target groups? This could be by your service area and/or at corporate and partnership level.

Full report assessment for each group

Please rate the impact as you now perceive it, by inserting a tick. Please give brief comments for each group, to give context to your decision, including what barriers these groups or individuals may face.

Protected Characteristic groups and other groups in Shropshire	High negative impact	High positive impact	Medium positive or negative impact	Low positive or negative impact
Age (please include children, young people, people of working age, older people. Some people may belong to more than one group eg child for whom there are safeguarding concerns eg older person with disability)				
Disability (please include: mental health conditions and syndromes including autism; physical disabilities or impairments; learning disabilities; Multiple Sclerosis; cancer; HIV)				
Gender re-assignment (please include associated aspects: safety, caring responsibility, potential for bullying and harassment)				
Marriage and Civil Partnership (please include associated aspects: caring responsibility, potential for bullying and harassment)				
Pregnancy & Maternity (please include associated aspects: safety, caring responsibility, potential for bullying and harassment)				
Race (please include: ethnicity, nationality, culture, language, gypsy, traveller)				
Religion and belief (please include: Buddhism, Christianity, Hinduism, Islam, Judaism, Non conformists; Rastafarianism; Sikhism, Shinto, Taoism, Zoroastrianism, and any others)				
Sex (please include associated aspects: safety, caring responsibility, potential for bullying and harassment)				
Sexual Orientation (please include associated aspects: safety; caring responsibility; potential for bullying and harassment)				
Other: Social Inclusion (please include families and friends with caring responsibilities; people with health inequalities; households in poverty; refugees and asylum seekers; rural communities; people for whom there are safeguarding concerns; people you consider to be vulnerable)				

ESIIA Full Report decision, review and monitoring

Summary of findings and analysis - ESIIA decision

You should now be in a position to record your decision. Please highlight in bold the route that you have decided to take.

1. To make changes to satisfy any concerns raised through the specific consultation and engagement process and through your further analysis of the evidence to hand;
2. To make changes that will remove or reduce the potential of the service change to adversely affect any of the Protected Characteristic groups and those who may be at risk of social exclusion;
3. To adopt the service change as it stands, with evidence to justify your decision even though it could adversely affect some groups;
4. To find alternative means to achieve the aims of the service change.

Please add any brief overall comments to explain your choice.

You will then need to create an action plan and attach it to this report, to set out what further activity is taking place or is programmed that will:

- *mitigate negative impact or enhance positive impact of the service change,*
- AND*
- *review and monitor the impact of the service change*

Please try to ensure that:

- *Your decision is based on the aims of the service change, the evidence collected, consultation and engagement results, relative merits of alternative approaches and compliance with legislation, and that records are kept;*
- *The action plan shows clear links to corporate actions the Council is taking to meet the general equality duty placed on us by the Equality Act 2010, to have due regard to the three equality aims in our decision making processes.*

Scrutiny at Part Two full report stage

People involved	Signatures	Date
<i>Lead officer</i>		
<i>Any internal support</i>		
<i>Any external support</i>		
<i>Head of service</i>		

Sign off at Part Two full report stage

Signature (Lead Officer)	Signature (Head of Service)
Date:	Date:

Appendix: ESIIA Part Two Full Report: Guidance Notes on Action Plan

Please base your action plan on the evidence you find to support your decisions, and the challenges and opportunities you have identified. It could include arrangements for:

- continuing engagement and involvement with intended audiences, target groups and stakeholders;
- monitoring and evaluating the service change for its impact on different groups throughout the process and as the service change is carried out;
- ensuring that any pilot projects are evaluated and take account of issues described in the assessment, and that they are assessed to make sure they are having intended impact;
- ensuring that relevant colleagues are made aware of the assessment;
- disseminating information about the assessment to all relevant stakeholders who will be implementing the service change;
- strengthening the evidence base on equalities.

Please also consider:

- resource implications for in-house and external delivery of the service;
- arrangements for ensuring that external providers of the service are monitored for compliance with the Council's commitments to equality, diversity and social inclusion, and legal requirements including duties under the Equality Act 2010.

And finally, please also ensure that the action plan shows clear links to corporate actions the Council is taking to meet the general equality duty placed on us by the Equality Act 2010, to have due regard to the three equality aims in our decision making processes.

These are:

- Eliminating discrimination, harassment and victimisation
- Advancing equality of opportunity
- Fostering good relations

Note: Shropshire Council has referred to good practice elsewhere in refreshing previous equality impact assessment material in 2014 and replacing it with this ESIIA material. The Council is grateful in particular to Leicestershire County Council, for graciously allowing use to be made of their Equality and Human Rights Impact Assessments (EHRIAs) material and associated documentation.

For further information on the use of ESIIAs: please contact your head of service or contact Mrs Lois Dale, Rurality and Equalities Specialist and Council policy support on equality, via telephone 01743 255684, or email lois.dale@shropshire.gov.uk.



Committee and Date

Council

20 September 2018

10.00 am

**LOCAL GOVERNMENT ACT 1972, SECTION 101
PROPOSED DEFINITIVE MAP MODIFICATION ORDER TO RECORD A RESTRICTED
BYWAY IN THE TOWN OF BISHOP'S CASTLE AND COMMUNITY OF
CHURCHSTOKE, POWYS - ACCEPTANCE OF THE DELEGATION FROM POWYS
COUNTY COUNCIL TO MAKE THE ORDER ON THEIR BEHALF**

Responsible Officer Steve Brown, Highways, Transport and Environment Manager
e-mail: steve.brown@shropshire.gov.uk Tel: 01743 257802

1. Summary

An application to add a route to the definitive map affects a route which runs within both Shropshire and Powys. Powys County Council have agreed to delegate the power to investigate and make a legal order to Shropshire Council under the Local Government Act 1972, Section 101.

2. Recommendation

It is recommended that Shropshire Council accept the delegated authority as agreed by Powys County Council.

REPORT

3. Risk Assessment and Opportunities Appraisal

Human Rights Act 1998

The Rights of Way Officers have applied proportionality by weighing up the evidence both for and against the application and assert that the proposal to make an order is the most expedient method of complying with our statutory duty whilst at the same time complying with our duties under the Human Rights legislation by acting in the interests of the public generally without restricting individuals disproportionately or unnecessarily.

By suggesting publishing a modification order the Council is balancing its statutory duty under Section 53 Wildlife and Countryside Act 1981 to keep the Definitive Map and statement up to date whilst considering the Human Rights implications for doing so.

4. Financial Implications

The Council has a statutory duty to keep the Definitive map under review and undertake the making of legal orders when required. The advertisement costs will be met jointly by Shropshire Council and Powys County Council.

5. Background

The Outdoor Partnerships Team received a formal application under the provisions of the Wildlife and Countryside Act 1981 to add a bridleway on a route which runs from Shropshire into Powys. The investigating officer recommended that an order be made to record the route as a restricted byway on the definitive maps of Shropshire and Powys.

On Thursday 25 January 2018 Powys County Council held a meeting at Llandrindod Wells. The Council considered Item 13 which requested authority to delegate the investigation, and subsequent making of any legal order, to Shropshire Council. The proposal was passed 'in the interests of efficiency and need for the application to be determined as soon as is reasonable practicable'.

Under Article 11 of Shropshire Council's Constitution, *The Council or Cabinet, in order to promote the economic, social or environmental well-being of its area, may:*

(a) enter into arrangements or agreements with any person or body;

(b) co-operate with, or facilitate or co-ordinate the activities of, any person or body; and

(c) exercise on behalf of that person or body any functions of that person or body.

The power to accept a delegation from another body is reserved to full Council under article 11.

This report is to accept the delegation from Powys County Council in the interests of expediency, so that the order, under the Wildlife and Countryside Act 1981, can be progressed. It is considered that progressing with the order will promote the economic, social and environmental well-being of the area. It will provide an increased network of rights of way for the use of local people, and also visitors on which the local economy depends.

6. Conclusion

The most expedient way to progress a formal application which affects two adjacent authorities is for one i.e. Shropshire Council to undertake the full procedure. Powys County Council have agreed to give Shropshire Council delegation to undertake the matter on its behalf.

Cabinet Member (Portfolio Holder) Cllr Lezley Picton
Local Member Cllr Jonny Keeley
Appendices Appendix 1 - Delegated Report

DELEGATED REPORT

PARISH OF BISHOP'S CASTLE WILDLIFE AND COUNTRYSIDE ACT 1981 DEFINITIVE MAP MODIFICATION ORDER RESTRICTED BYWAY ADDITION

Background

On 4th May 2004 an application was made to Shropshire Council to add a bridleway from Bankshead towards Pentre Cwm in the Parish of Bishop's Castle. The route runs into the Community of Churchstoke in the County of Powys. User evidence statements and references to historic documents were submitted with the application.

On 14 September 2004 the matter was put before the Rights of Way Committee who agreed with the officer's recommendation to put the application on file to be investigated under the next review of the Parish of Bishop's Castle.

In 2008 the case was forwarded to Natural England to be investigated under the Discovering Lost Ways Project. Shropshire was a 'pathfinder' authority' and applications were to be investigated as a pilot of that scheme. However, the project was terminated and the application was returned to the authority.

In 2015 the matter was raised again by the applicants, and other individuals. The fact that the route was not recorded restricted the use and maintenance of it as a promoted route. In addition the surface of the route had been undermined by badger setts which created a hazard for horseriders in particular. Officers felt that the matter fulfilled the criteria for priority investigation. Powys County Council was consulted and agreed that Shropshire Council undertake the investigation on their behalf.

On Thursday 25 January 2018 Powys County Council held a meeting at Llandrindod Wells. The Council considered Item 13 which requested authority to delegate the investigation, and subsequent making of any legal order, to Shropshire Council. The proposal was passed' in the interests of efficiency and need for the application to be determined as soon as is reasonable practicable'.

Summary

Bishop's Castle Town Council did not claim the route under the National Parks and Access to the Countryside Act 1949. The original parish claim map did not identify the routes recorded as County Roads at that time. The statement of a public footpath which commences on the Powys section of the claimed route describes it as a council road.

There appears to be no registered owner of the affected land. Adjacent landowners have been consulted. Four individuals responded and reported that they used the route to access their own land by vehicle. They all acknowledged that the route was used frequently by the public on foot, horseback and bicycle.

The applicant, Bishop's Castle Town Castle continues to support the claim. Churchstoke Community Council has not responded. The Ramblers have no information on the matter. The British Horse Society and British Driving Society believe the route to be an old road which should be recorded as a restricted byway. The Welsh Trailriders Association state that the route has been used by motorcyclists but no evidence has been submitted to

support this. The Cycle Touring Club, Byways and Bridleways Trust and Local Elected Members have not responded.

Twenty nine evidence statements have been submitted claiming use of the route. The period of use claimed runs from 1965 to 2015. Twenty one witnesses have used the route on foot, thirteen on horseback, six on bicycle and three in vehicles. The frequency of use ranges from occasionally to daily. Nearly all users have witnessed use by others on foot, horseback and bicycle.

The route has physically existed since at least 1827 when it is shown on Baugh's Map of Shropshire and throughout the Ordnance Survey Series from 1827. It appears as a bordered lane, as other county roads, on Bishop's Castle Tithe Map 1843. Sales documents show the route as under separate ownership from adjacent landholdings and in one case annotated 'To Bishop's Castle'. The whole of the claimed route is shown excluded from valuation under the Finance Act 1910.

Recommendation

It is recommended that an order is published under the provisions of the Wildlife and Countryside Act 1981 to add a restricted byway. It is considered that the user evidence fulfils the requirements of Section 31 Highways Act 1981. In the alternative a case can be argued at common law.

Reason

It is likely that Bishop's Castle Town Council Council considered the route to be part of the highway network. The route would therefore not fall into the classifications of routes that could be claimed under the 1949 National Parks and Access to the Countryside Act. The fact that roads were not identified on the Original Parish Claim Map increased the possibility of routes being omitted. The statement of a footpath in Montgomeryshire describes the claimed route as a Council Road in 1957 so it is unlikely that Churchstoke Community would have felt it necessary to claim the route under the 1949 Act. However, the route does not appear to be recorded on the List of Streets of either authority.

The user evidence is considered to be sufficient to fulfil the requirements of Section 31 Highways Act and indicates statutory dedication of the route as a public right of way. The date when the public use was brought into question is 2004, the relevant period being 1984-2004. In isolation, the user evidence would indicate a status of bridleway but the supporting evidence appears to show the route as a part of the historic road network. The appropriate status is therefore considered to be restricted byway.

The route has physically existed since at least 1827 when it was shown as a cross road on Baugh's Map of Shropshire. It is shown throughout the Ordnance Survey Series since 1827. Sales documents show the route separate from the adjoining land parcels and there is currently no registered landowner. It is clearly a significant route and the fact that it is excluded from valuation under the Finance Act 1910 indicates that it is of at least bridleway status. Historic highway documents relating to Montgomeryshire indicate the route has been recorded as being publicly maintainable in the past.

The documentary evidence and the prolonged and frequent use of the route provides a basis for a case at common law.

The evidence is considered sufficient to indicate that, on the balance of probabilities, a public right of way can reasonably be alleged to subsist.

Research and Consultations

Site Description

The claimed route commences at the termination of a surfaced County Road (Class L2) at Bankshead which is described as a No Through Road (NTR). The route runs, as a hedged lane, in a north westerly direction along a hedged lane which curves south-westerly where it passes through woodland and crosses into the County of Powys. It then continues in a north-westerly direction to meet the road. The route has a total ^{length} width of 1313 metres. 848 metres runs in the County of Shropshire and 465 metres in the County of Powys. The route has a width of varying between 4-8 metres.

Consultation Correspondence

Bishop's Town Council made the application in 2004. In a letter dated 22nd June 2015 the Council reported that they had resolved that the route should be a bridleway.

Churchstoke Community Council, in a meeting on 29 July 2015, resolved to support the claim for the creation of a bridleway at Aston Hill near Bankshead and Sheperdswhim.

County Councillors Mrs C Barnes (Shropshire) and Mr S M Hayes (Powys) have been consulted but no response has been received.

British Horse Society The representative in an email of 2 November 2016 reported that she did not have information on the matter.

An independent member of the BHS contributed photographs and had surveyed the route and commented on 23 July 2015.

These are photos I took today when I found that I was near to the area of the claimed route at Bishops Castle, and the route parallel to the north. Unfortunately I did not have time to walk a lot of the two parallel routes, just the first section at each end, but I went a bit further on the claimed route, but they look like old roads to me, and not a lot different to the tarmac ones. They are wide hedged lanes, with trees in the hedge line, grass down the centre and currently the surface of the sections I walked were in good condition with evidence of hoof prints, and some fantastic views. I understand that they have a steep poor section by the woods, and that the southern claimed route section by the wood has been rendered dangerous due to badgers digging, but maybe these sections could be resolved with maintenance.

Even the west end of the section of the claim to the road to the west in Powys, which is shown on the map with a single dark dashed line, is a wide double hedged lane. I am told that the through route of the northern route is in current use by horse riders with no problems. A rider said she had to turn back on the claimed route last year as the badger holes were too dangerous. From seeing them on the ground I feel that they should both be at least Restricted Byways.

On 29 July 2015 a further email continued;

'This is shown on all the old maps as a through road from Bankshead to Pentre-Cwm and on. It is a public road at the start in Shropshire, as far as a property, and is marked with a Highways sign. The continuation across the main road in Powys has vehicle tracks along it, and is marked as an ORPA. I measured it at the west end as at least 20 foot wide between the hedges. It originally gave access to a number of fields, woodland, two quarries and a public footpath. A large number of the fields to the south, Aston Hill side, in Shropshire have been made into one big field, so no longer require access from this lane.'

The additional route referred to is a hedged lane which runs to the north, and parallel, to the claimed route. It is also not currently recorded on the definitive map.

British Driving Society has not responded directly but agreed the route should be recorded as a restricted byway after discussing the matter with the member of the BHS.

Welsh Trailriders Association Mr David Holt, Powys, responded by telephone on 29 July 2015 and said that he would pass the matter on to the local representative in Shropshire. David Rodenhurst, Shropshire representative, contacted the Council and said that he and other motorcyclists had used the route regularly and agreed to forward evidence but this has not been forthcoming.

Byways and Bridleways Trust: no response has been received

The Ramblers (Shropshire): The Ramblers representative, in a telephone call on 9th June 2015, commented that the western end of the route is used frequently by walkers and is indicated by a public footpath fingerpost. The Powys representative has not responded.

Open Spaces Society: In an email of 6th June 2015 the Open Spaces Society representative commented that he had no information on the route.

Powys County Council In a telephone conversation of 6 May 2015 Andrew Collins of the Highways Department stated that he did not have any information regarding the route. He is aware of the track but has not received any complaints about it. If there had been any queries they would not have taken any interest as it is not adopted.

Powys Council Highways Department provided photographs of historic highways documents.

Landowner Consultation

Land Registry documentation indicates the land is not registered. The following owners of land adjacent to the route have been consulted:

Mr A Bloor, Shepherdswhim, Pentre, Churchstoke in a telephone conversation on 15th June 2015 agreed that it was a public route but reported problems with people parking at the end of it and leaving litter in adjacent fields.

Mr Simon Bedell, The Linch House, Welsh Street, Bishop's Castle SY9 5BS: has been consulted but no response has been received.

Mr Martyn Hall, Beech-O-Cwmago, Banks Head, Bishop's Castle SY9 5JJ In a telephone conversation on 8 June 2015 re: Bankshead Claim. He owns land adjacent to the route and is currently in process of buying some more from Ms Swanson, Aston Farms. Mr Hall is aware that the public use the route on foot and horseback. He said he had no problem with 4 x 4 vehicles and enduro motorcyclists who use it. He uses the route with vehicles so didn't want it restricted to non motorised vehicles. I explained that he must have private rights to access his land and the proposal to add a restricted byway would not affect that. The Council would not do anything to physically prevent private vehicular use. I told him that we did not have evidence that the route had been used by motorised vehicles, other than in a private capacity. I also explained that it would be unlikely that we could add a Byway Open to All Traffic and if I thought the route did have such rights then I would pass the matter to Shropshire Council's Highways Development Control Department.

Mr Neil Hird, Seven Wells, Bishop's Castle, SY9 5JJ In a letter dated 20 September 2004 reported that he and his wife walked the lane over the last 40 years and own land adjacent to it. There are obvious signs of at least 2 quarries on the left hand side going westwards. Therefore, apart from today's farm traffic there must have been horses and carts up and down this lane in earlier times.

Ms Charlotte Swanson, Aston Hall Farms, Pentre, Churchstoke, Montgomery SY15 6SX

In an email of 9th June 2015 Ms Swanson commented:

'I feel that the route should be able to be used by all members of the public which it has been for many years but to restrict it to unmotorised vehicles would be wrong. I regularly in the spring when I let my cattle out to my fields at Bankshead I take them up to my land in a tractor and trailer and drive a small distance along the roadway to let them out and, once they are out I drive up to check them with a four wheel drive vehicle or a quad bike. If the route was restricted to unmotorised vehicles I may not be able to take my cattle to the land or check on their welfare. Many of the farmers in the area check their cattle with quad bikes.

Before it is pointed out to you that I can access my land from the lower track please be aware that this lower lane is not big enough for stock box and during wet periods the lower lane track can become too wet to get up. The route that you are referring to can be accessed from tarmac roads so during wet periods it is an easier route to access my land.

The new owners of my land would also be using motorised vehicles to check on the welfare of their stock.'

User Evidence

Twenty nine evidence statements have been submitted claiming use of the route. The period of use claimed runs from 1965 to 2015. The witnesses record use of the route for periods of up to 40 years with eleven witnesses claiming over twenty years. The frequency of use ranges from daily to a few times a year.

Twenty one witnesses have used the route on foot, thirteen on horseback, six on bicycle and three in vehicles. Twenty five users have seen people on foot using the route, fourteen have seen horseriders and five have seen cyclists.

None of the witnesses have asked for or been granted permission to use the route. No one has ever been challenged when using the route.

To apply Section 31 of the Highways Act there has to be a date when the status of the route was brought into question. In this case there has been no challenge to use so the date when the right of the public to use the way was brought into question is the application under Section 53 (5) of the Wildlife and Countryside Act. The date is treated as being the date on which the application is made in accordance with paragraph 1 of Schedule 14 to the 1981 Act.

The date of the application is 4th May 2004. Twenty one witnesses have used the route before this date. Seven for the whole period, with others using it for periods ranging from 1-18 years. Some of these are people who own or have owned land adjacent to the route but they have also used the whole route for recreational walking in the belief it was public. They also acknowledge that the route is used frequently by the public.

Several users describe the route as being dangerous due to the existence of badger setts. The 'No through road' sign is also mentioned by a number of witnesses.

None of the users have ever asked for, or been granted permission. No one has ever been challenged therefore the use is considered 'as of right'.

Historical Evidence

Baugh's Map of Shropshire 1808

The claimed route is shown as a bordered cross road.

Greenwood's Map of Shropshire 1827

The claimed route is shown as a bordered lane running to the England /Wales boundary.

Ordnance Survey Drawings 1827 2" to 1 mile

The claimed route is shown as a bordered lane.

Lewis's Map of Montgomeryshire 1833 (drawn by Creighton)

The claimed route is not shown.

Ordnance Survey 1" to 1 mile 1833

The claimed route is shown as a bordered lane.

Tithe Map of the Borough and Township of Bishop's Castle 1843

The route is shown as a bordered lane. All routes are uncoloured.

Creighton's Map of Montgomeryshire 1848

The claimed route is not shown.

Dugdale's Map of Montgomeryshire 1850 (drawn by Archer)

The claimed route is not shown

Aston Farm in township of Aston and Parish of Lydham 1861

The claimed route is shown as an open ended bordered land in the same manner as the county roads in the vicinity.

Sales Particulars of Aston Farm, Lydham 1874

Claimed route shown as an uncoloured bordered lane running between coloured sale lots. It is shown in the same manner as county roads in the vicinity.

Mackenzie's Map of Montgomeryshire 1880

The claimed route is not shown.

Ordnance Survey 1st edition. 1:2500 map 1883

The claimed route is shown as a bordered lane.

Sales Particulars and plan of desirable Freehold Farms known as Pentrecwm and Upper Aston in the Parish of Lydham 1886.

The claimed route is shown annotated 'To Bishop's Castle'.

Plan of the Sale of the Garnett Botfield Estate Lots 8-15 date

The western end of the claimed route is shown as an open ended lane coloured the same as other County Roads.

Bacon's County Map of Shropshire 1896

The route is not shown.

Ordnance Survey 2nd edition. 1:2500 map 1901

The route shown in the same way as First Edition.

Finance Act 1910

The claimed route is shown excluded from valuation.

Bartholomew's Map of Shropshire 1927

The claimed route is shown as an uncoloured lane described as 'inferior and not to be recommended' (for cyclists).

Original Parish Claim

Bishop's Castle Town Council did not claim the route under the National Parks and Access to the Countryside Act 1949. The Parish Claim map had not been annotated with the existing County Roads as was the case with the majority of Parish Claim Maps.

Montgomeryshire County Council Schedule for Footpath 93 in the Parish of Churchstoke describes the path as starting at '*Council road West of Upper Beech*'.

The description is as follows '*From Council road at a F.G, path leads across Aston Hill passing Criggion Bank Farm and joining old lane leading onto road West of Banks head*'.

The Council road described is the claimed route and the survey was carried out on 5 January 1957.

Powys County Council Highways Records

Powys County Council provided photographic extracts of documents relating to county highways.

Alistair Knox, Network Manager, Highways Transport and Recycling, Powys County Council commented in an email of 5 April 2016.

'There may be records in the County Archives but I do not have a definitive list or guide. A previous colleague did some work in the 1990's / early 2000's looking at archive records

and pulled back some plans that were of interest. We now hold electronic copies of these but the originals will be in archive.

Having been through the one we hold here I have attached extracts of the area concerned. Unfortunately I can provide no real insight as to the markings on them as we have never found a key or document referencing them. At face value it appears that the routes marked were considered to have some right or maintenance liability.

The early Montgomeryshire documents we hold are predominantly map based. Of the text lists that we have I cannot find anything for this area.'

Three photographs were attached to the email.

Ref: Mont Brown Book The extract includes the area in the vicinity of the Powys/Shropshire boundary and is annotated 5. Major A roads are coloured red, B roads are coloured green and what appears to be minor roads are coloured brown. Some of these are recorded on the Powys Councils Lists of Streets whereas the claimed route, although coloured brown is not. Groups of roads are annotated with a circled number.

Ref: Green 1941 The extract is annotated GROUP 5. Minor roads and some currently unrecorded roads are coloured purple.

Ref: Green Undated 18A

This map appears to show A Roads (red), B Roads (green) and some minor roads (yellow). The claimed route is not coloured. Several existing county roads on the extract are not coloured.

Powys County Council are unable to identify the provenance of these documents but they do appear to be Divisional Surveyor's maps as they are similar to such documents kept by Shropshire Council which record routes maintainable at public expense. One explanation of the annotations on the Mont Brown Book photograph could be that they showed groups of roads maintained by individual lengthsmen.

Other evidence

A walk promoted by the AA titled 'Life and Death in Bishop's Castle' describes a route *'then left onto a lane which soon becomes a track. It descends into woodland, crosses the border into Wales and eventually meets a lane'*. The route is shown on an accompanying map and relates to the claimed route.

In the Council's series 'Walking for Pleasure' Around Bishop's Castle Walk 1 *'Take.....the left hand lane shortly after (this soon becomes a track). Continue along the track through the trees for one mile until you meet the road.'* This describes the claimed route.

Geograph

Featured on this website are two photographs of the claimed route taken in 2013. One annotated 'Green lane and footpath-Probably used over the centuries for moving stock to market' and 'Byway, path and road interchange nears Shepherdswhim-a bridleway, footpath and back road all cross here'.

Human Rights Act 1998

The Rights of Way Officers have applied proportionality by weighing up the evidence both for and against this proposal and assert that this proposal is the most expedient method of complying with our statutory duty whilst at the same time complying with our duties under the Human Rights legislation by acting in the interests of the public generally without restricting individuals disproportionately or unnecessarily.

This report requests the authority to add this route to the Definitive Map because it is alleged to subsist after careful consideration of the historic and user evidence available. By suggesting publishing a modification order the County Council is balancing its statutory duty under Section 53 Wildlife and Countryside Act 1981 to keep the Definitive Map and statement up to date whilst considering the Human Rights implications for doing so.

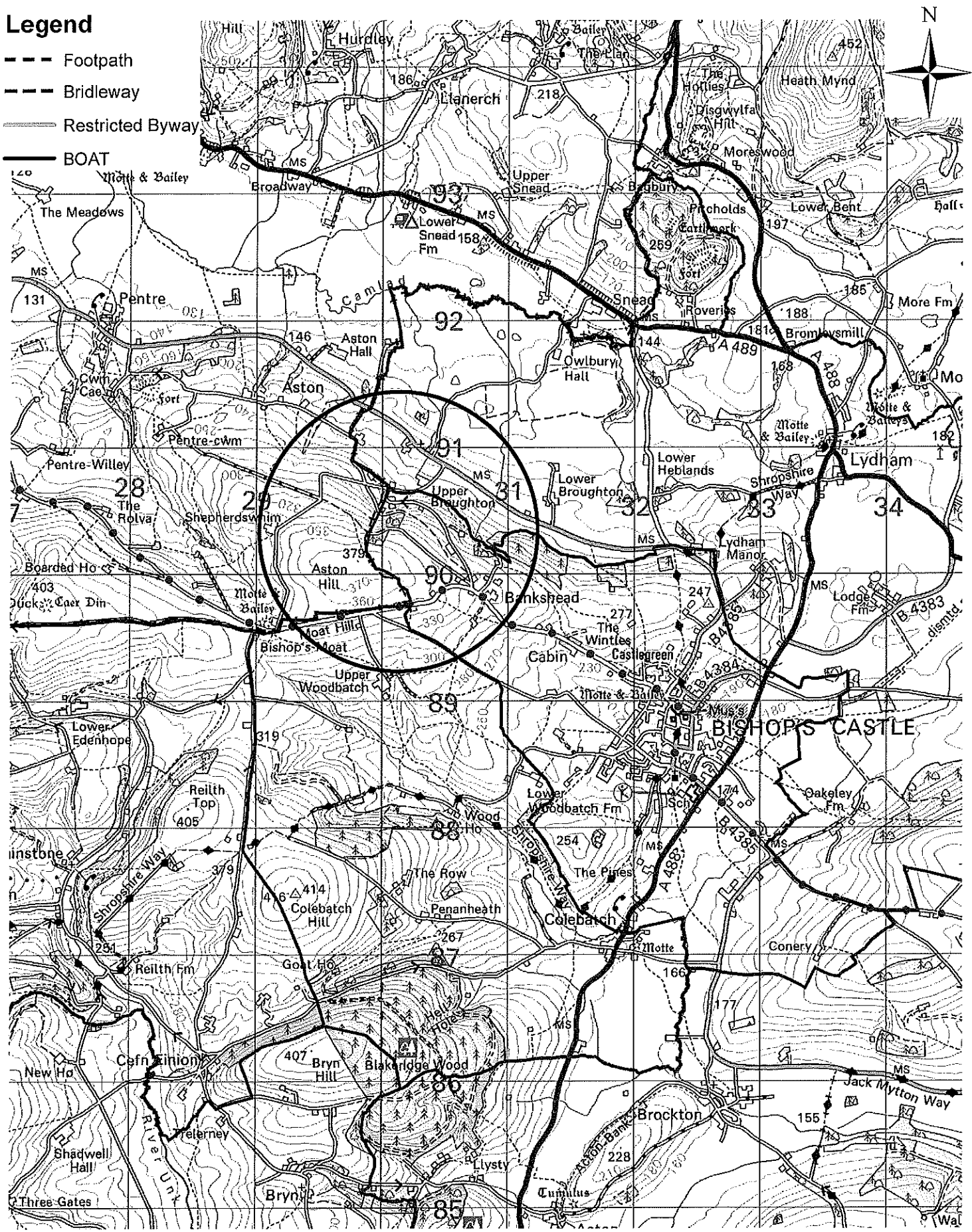
Part 8 of the constitution, section 5.11 no.15 (WLCA Orders)

Authority.....*S-F-Butter*..... Date...*23-5-18*.....

Chris Edwards, Infrastructure and Communities

Legend

- Footpath
- Bridleway
- Restricted Byway
- BOAT



This is not the legal definitive map. It is a working copy only. For information purposes only.



The Shirehall, Abbey Foregate
Shrewsbury, Shropshire, SY2 6ND

Location of Bridleway Claim

Scale: 1:39,724

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Committee and date

Council

20th September 2018

REPORT OF THE PORTFOLIO HOLDER FOR FINANCE

Contact: David Minnery
Email: David.minnery@shropshire.gov.uk

1.0 Introduction

1.1 This document identifies some of the work undertaken within the Finance Portfolio since December 2017 and details some of the aims and objectives for the future.

2.0 Financial Strategy

The Financial Strategy approved by Cabinet on 10th January 2018 identified and proposed a combination of approaches to close the projected funding gap over the current parliamentary period. These included raising more Council Tax as a result of new freedoms, putting forward further and extensive savings plans and the continued use of one off grants and reserves. These proposals for savings and council tax income were rolled into the projected expenditure and resources position.

In addition, changes to the value of the funding gap arose as a result of improved information including establishing final taxbase figures and collection fund outturns as well as changes brought about by the Provisional Local Government Settlement announced in December 2017 and the Final Settlement which was announced on 6th February 2018.

After application of the savings proposals, adjustments as a result of the provisional and final settlement, finalised taxbase and collection fund figures; one-off government funds were applied and the remaining gap was addressed through the use of earmarked reserves to deliver a balanced budget for 2018/19 and the financial strategy was approved by Council on 22 February 2018.

The first Financial Strategy for 2019/20 -2022/23 was approved by Cabinet on 4th July 2018 and focussed on the funding required to fund the amendments to the Pay and Reward Policy approved by Council on 17th May 2018. Outline proposals for savings have been identified within Public Health, Adult Services and Corporate Budgets that will provide the necessary funding to enable the Pay and Reward

Policy to be implemented from 1 October 2018. Following further scrutiny of these proposals Council will be in a position to approve these savings in December 2018.

3.0 Financial Oversight

- 3.1 Over the financial year it is important to ensure that an oversight of the Council's financial position is reported through to Cabinet. This is delivered by financial monitoring reports covering the revenue account, the capital programme and the cash position via treasury management updates.
- 3.2 The capital programme is being delivered and extended through a substantial number of additional, commercially focused schemes linked to the Financial Strategy. Details of these schemes will be reported over the coming months and progress monitored through quarterly reporting. One area that the Council is progressing well with is the delivery of the Digital Transformation Programme which will be substantially delivered within 2018/19. This programme is a major investment for the Council and it is pleasing that progress is being made well within the identified budget with the potential to deliver savings through increased efficiency running into the many millions.
- 3.3 The Treasury Management approach adopted by the Council continues to deliver above benchmark returns, providing additional much needed cash without undertaking unnecessary risk on the capital employed.
- 3.4 The Council's current year revenue position is under strain as a result of pressures particularly within Adult Services, Children's services and Highways and Transport. A recruitment freeze has been implemented across the Council and we are looking at other initiatives to bring the projected overspend into balance before the end of the year.

4.0 Services within the Portfolio

- 4.1 A number of initiatives have been or are being implemented by services directly within the Finance Portfolio.
- 4.2 Following the securing of a government grant worth £1.308m in 2017/18 a local discretionary business scheme was created during 2017 and this funding was allocated to almost 1,000 business across Shropshire. The scheme has continued into 2018-19 and grant funding worth £635,000 has been awarded to over 900 businesses across Shropshire for year 2 of the scheme. These funds help businesses cover the transitional costs of business rates revaluation from April 2017 and is an important boost to Shropshire's business economy.
- 4.3 The business rate discretionary rate relief policy has been reviewed during 2018 with some amendments being made to the qualifying criteria to ensure that rate relief is applied to charities fairly across Shropshire. A full consultation on proposed

changes to the scheme ran for six weeks during the summer. A review of entitlement to discretionary business rate relief against the agreed criteria will take place in the autumn 2018.

- 4.4 A revised Council's Council Tax Support Scheme was introduced with effect from 1 April 2018 introducing a minimum payment which brings the scheme into line with the majority of Councils across the country. The scheme was scrutinised in depth by the Performance Management Scrutiny Committee in November/December 2017. Implementation of the scheme will deliver up to an additional £1.2m per year, achieved by more of Shropshire's population making a contribution through Council Tax, which will help prevent future cuts in some of our much-valued services. These changes were reflected in council tax bills sent in March 2018.
- 4.5 For the 2017-18 financial year the Revenues and Benefits Service achieved a 98.4% collection rate for council tax collection which is the 5th highest out of 56 Unitary Authorities. The team also achieved a 98.9% collection rate for business rates collection which is the 8th highest out of 56 Unitary Authorities.
- 4.6 For the 2017-18 financial year the Revenues and Benefits Service achieved average speed of processing for new housing benefit claims of 27 days, and average speed of processing for housing benefit changes in circumstances of 6 days, against a national average of 22 days and 7 days respectively.
- 4.7 The Council's Statement of Accounts and Annual Governance Statement was completed in line with the early closedown timetable for 2017/18 and published by the end of July 2018. The Council's external auditors, Grant Thornton, issued an unqualified opinion on the accounts and an unqualified Value for Money Opinion.
- 4.8 Work continues with Finance on the implementation of the new Enterprise Resource System for the Council. The team have now entered user acceptance testing on the system and are highlighting any defects or changes required to be made to the system in order that the system is in line with the Council's requirements for the go live date.
- 4.9 The Treasury team have outperformed their investment benchmark by 0.24% in 2017/18 and performance for the last three years is 0.28% per annum above the benchmark. Treasury activities during the year have been within approved prudential and treasury indicators set and have complied with the Treasury Strategy.
- 4.10 Within the Commissioning & Procurement service, as well as providing support to the rest of the Council, the team have continued to work with senior officers to achieve a more consistent and efficient approach from commissioning and contracting with reduced risk of contractor failure or non-performance. Work this year has focused on key risk contract assurance and monitoring, contract management of key corporate expenditure and specific work around how the

procurement of agency staff is undertaken to reduce expenditure and provide more control. The team have facilitated contract management training and the use of a contractor and expenditure analysis tool. The corporate e-tendering system has been further developed with increased use of the tool throughout the Council and with the introduction of a Dynamic Purchasing System module. Current work is focused on savings delivery from contract renegotiations and procurement and the roll out of contract negotiation training to key staff this Autumn.

In connection with the work on Commissioning I am pleased to be able to confirm that the Leader has asked Councillor Roger Hughes to work closely with me on Commissioning

- 4.11 In addition to the quarterly strategic risk update a risk workshop has taken place with Directors where all of the 16 strategic risks were challenged by Directors. All risk definitions, risk scores and target scores were discussed together with a discussion regarding the risk appetite of the authority. The latter confirmed that Directors felt the risk appetite for the authority is represented correctly in the Opportunity Risk Management Strategy. This position is then considered and reviewed by Cabinet Members.
- 4.12 Finally, it has been agreed that a full review of the base budget should be carried out. It is important that we address the budget framework alongside the Digital Transformation work so that the budget estimates for 2019/20 more closely reflect the future shape of the Council and the funding we have available. I am particularly keen to address the impact of change and to test the belief that the projected savings can be realised.

List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)

Financial Strategy 2018/19 to 2022/23 – Cabinet 10 January 2018

Financial Strategy 2018/19 to 2022/23 – Cabinet 14 February 2018, Council 22 February 2018

Financial Strategy 2019/20 to 2021/22 – Cabinet 4 July 2018

Financial Monitoring Report Quarter 3 2017/18 – Cabinet 14 February 2018

Financial Monitoring Report Quarter 2 2017/18 – Cabinet 15 November 2017

Robustness of Estimates and Adequacy of Reserves – Cabinet 14 February 2018

Fees and Charges 2018/19 – Cabinet 14 February 2018, Council 22 February 2018

Estimated Collection Fund Outturn 2017/18 – Cabinet 14 February 2018

Council Tax Resolution 2018/19 – Council 22 February 2018

Financial Outturn 2017/18 – Cabinet 23 May 2018, Council 26 July 2018

Statement of Accounts 2017/18 – Council 26 July 2018

Treasury Strategy 2018/19 – Cabinet 14 February 2018, Council 22 February 2018

Treasury Management Update Quarter 3 2017/18 – Cabinet 14 February 2018

Treasury Management Update Quarter 4 2017/18 – Cabinet 4 July 2018

Business Rates Revaluation Discretionary Relief Scheme 2018-19 – Cabinet 14 February 2018

Shropshire Council - Council Tax Support Scheme 2018/19 – Council 14 December 2017

Review of Non Domestic Rates Discretionary Relief and Council Tax Discretionary Discounts – Cabinet 4 July 2018

Cabinet Member (Portfolio Holder)

David Minnery

Local Member

All

Appendices

None.

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<u>Committee and Date</u>
Council
10.00am
Thursday 20 September 2018

ANNUAL REPORT PORTFOLIO HOLDER FOR ECONOMIC GROWTH

Portfolio Holder: Councillor Nic Laurens
e-mail: nic.laurens@shropshire.gov.uk

Summary Overview

One year on from the launch of the Economic Growth Strategy for Shropshire and we have achieved many things and are on the journey to meet the ambitions for achieving increased economic productivity with;

- supporting and growing existing businesses
- attracting new investment
- retaining and developing skills and talent

Key for the Economic Growth Strategy was that it was 'of and for' Shropshire and therefore has sought to be based strongly on the economic characteristics of the county. The vision statement makes reference to the county's high quality assets and special environment, recognising that these must inform our growth. A review of the economic picture for Shropshire shows;

- Economic productivity is growing slower than the national average (+2.9% compared to +3.7% for the UK and +3.9% for the West Midlands in 2016).
- One of the most rural and sparsely populated local authorities in the country (less than 1 person per hectare)
- Shropshire has 15,650 registered enterprises (at March 2017)
- Of these 99.8% are classed as small and medium size enterprises (SMEs) i.e. they employ less than 250 employees
- 90.4% of businesses have less than 10 employees
- Health and social care is the largest sector based on employee numbers (17%), followed by tourism (including all food services, accommodation, arts, entertainment and leisure) (14%) and then retail and manufacturing (both approx. 10%)
- Shropshire has lower wage levels compared to the national and regional averages and this gap has increased in the last year (Shropshire = £470.80, West Midlands = £514.90, National = £552.30 *weekly work based earnings*)
- Shropshire's demographic is ageing, 24% of the population are aged 65 or over (compared to 18% of the West Midlands population). 60% of Shropshire's population are aged between 16 and 64 ('traditional working age') compared to 62% in the West Midlands.

- Low unemployment (3.3% compared to 4.3% nationally and 5.0% in the West Midlands - Annual population Survey, year ending March 2018)
- Shropshire's business base is relatively stable – 66% of businesses survive beyond their third year (61% nationally and regionally)
- Rising qualifications levels amongst residents, however significant proportion of businesses report skills shortage and gaps (15% of businesses)

Since the launch of the Economic Growth Strategy last year we have been working hard on delivering some of the key actions, including the local economic growth strategies for our key market towns; being Ludlow, Market Drayton, Whitchurch, Oswestry, Bridgnorth, Shifnal and Cosford and Shrewsbury. These documents will sit beneath the framework of the overarching Shropshire Economic Growth Strategy with the purpose of them being to set out economic delivery plans within these key localities, as well as being a proposition document which will encourage growth and attract new businesses and investment into the area.

The remainder of this report provides a summary of activities under each of the priority actions to date and a forward look of key activities for the forthcoming year.

Economic Opportunities

Summary of key headlines;

- Joined the WMCA Housing and Land Board and playing an active role including supporting the emerging investment plan
- Taken forward work on our key growth corridors including securing Housing Infrastructure Fund for Oswestry
- Produced the Shrewsbury Big Town Plan in partnership and engaged with many stakeholders and members of the public in its development
- Purchased the shopping centres in Shrewsbury with the objective to support the economic growth and future vitality of the town centre
- Raised the profile of Shropshire's investment propositions through attendance at MIPIM in March and the production of refreshed marketing collateral

Recognising the importance of Shropshire's economic partnerships and geographic relationships, the Council continues to proactively engage as part of the West Midlands Combined Authority and Midlands Engine for example in Midlands Connect and the Housing and Land Delivery Board. Shropshire is one of three unitary authorities working closely together as part of the Marches Local Enterprise Partnership and has developed relationships with neighbouring authorities including Powys Council (Grow Mid Wales Partnership) and Cheshire East Council (Constellation Partnership).

The LEP has been leading on a refresh of the Strategic Economic Plan (SEP) for the Marches and Shropshire has been working closely with the LEP team on this document to ensure that the key priorities, sectors and opportunities for Shropshire together with the required support we need are recognised. This includes the emerging work on a number of our growth corridors including the M54, A49 and A5/A483.

Work is progressing at pace on the review of the Local Plan to 2036 which provides the framework for housing and employment development to support the delivery of

sustainable economic growth. This is referred to in the Portfolio Holder report for Planning and Housing Development. The approach of the Local Plan Review supports the identification of strategic growth corridors and the urban focus for development set out in the Economic Growth Strategy.

The Council has been progressing a number of Strategic Economic Growth Corridors which have been identified across the County. This includes the M54 Strategic Growth Corridor extending from the urban core of Shrewsbury to Junction 4 of the M54 into the West Midlands maximising opportunities for employment, training facilities and appropriate housing growth. The Oswestry A5/A483 Economic Growth Corridor enhancing cross boundary links into Wales, bringing forward housing and key employment sites linking to sector opportunities on this western gateway. The A49 corridor which links the south of the County to the North, creating cross boundary opportunities with Hereford, maximising the benefits through the Marches LEP.

The most significant and important acquisition that the Council has undertaken was in December 2017 when we agreed to the purchase of the three shopping centres in Shrewsbury Town Centre – Darwin, Pride Hill and Riverside (the ‘shopping centres’). The key objective of this purchase is to support the economic growth and regeneration of the town centre; this reflects the wider aspirations and long-term vision articulated in the Shrewsbury Big Town. We are now looking to the future and the potential opportunities to truly shape the future of Shrewsbury Town Centre and the benefits this will provide to Shrewsbury and Shropshire’s Economy. This is a once in a generation opportunity to rethink and reimagine the future of the Town Centre, create a vibrant and thriving centre where people want to live, work and stay. We are working hard to bring together partners and stakeholders, align with the Big Town Plan’s vision and drive this ambition forward.

The Shrewsbury Big Town Plan (SBTP) is a collaborative document that has successfully brought together business representatives, elected Members, educational establishments and public sector officers to create a collective vision and strategy, to help guide Shrewsbury’s future. It sets the aims, aspirations and vision for Shrewsbury now and for the future. Significant public consultation was undertaken in September 2017 with over 3500 comments received and thousands of visitors to the BTP shop. Following this LDA design urban master planners were appointed and have been working closely with the Big Town Plan team including the Shrewsbury BID, Town Council and Shropshire Council to co-produce the document and it is now back out for public consultation on the outcomes. A final report will be ready for November.

The purpose of the Big Town Plan is to become an investment prospectus where individuals and organisations looking to invest in Shrewsbury have a clear idea of the town’s vision, aspirations and development opportunities – and how they can be part of that. It also provides a strong statement for residents, employers and visitors to Shrewsbury of how they can expect their town to develop over time, and how that growth and change is being planned, coordinated and communicated

Within this year the Council has worked closely with partners and stakeholders progressing a number of strategic development schemes in the county. This includes Historic England who have commenced work on the full restoration of the historic Flaxmill main mill and kiln building to create commercial opportunities that will be available from 2021. The Council convenes the Tern Hill Task Force for Clive

Barracks with the local MP and Defence Infrastructure Organisation, a significant development site on the A41 corridor available from 2022 when the current battalion are due to vacate.. Ironbridge Power Station is the single largest development site in Shropshire offering 350 acres and the Council are working closely with the new owners Harworth and their team to shape the future development of the site and ensuring that robust consultation is undertaken on any proposed plans.

Significant work has progressed to formalise a strategic pipeline of projects to inform a Shropshire growth programme including commercial opportunities. This programme has evolved and is the driver for the economic, commercial and investment programme for the Council as well as including transformational schemes. The programme prioritises and manages the council's investment approach, ensure a robust process is in place to drive forward projects and ensure a balanced programme of economic growth and commercial and investment schemes can be delivered. This oversight is critical to maximise opportunities, financial investments and returns and resources.

Targeting the identified key growth sectors is an ongoing activity. Production of marketing collateral including general sales brochure, seven sector proposition documents covering agri-tech, food and drink, advanced manufacturing, creative and digital, environmental technology, digital ageing/health and social and business and professional services, a leisure and lifestyle brochure and strategic development sites brochure. A brief to bring in a marketing agency to review the brand, redesign the logo and develop the design and print of these documents has gone to tender in late August with the aim of having collateral available for the annual Economic Growth event in November, although it is hoped the strategic sites brochure will be available before MIPIM UK in mid-October.

Over the last six months alongside partners from the private sector and University Centre Shrewsbury, submissions of bids have been made through the National Industrial Strategy through the themes of Digital Ageing Society and Environmental Technologies and have been considered alongside a bid to the Department of International Trades High Performance Opportunity Nomination, again for Digital Ageing Society. To date the team have not been successful with two of these applications, however this has highlighted the desire and ambition for Shropshire to be considered on a national level for major funding opportunities to develop specific sectors on a national scale. The team have in the last couple of weeks both directly submitted and supported bids to Arts Council England as part of their Cultural Development Fund.

The ongoing unknowns surrounding the final Brexit negotiation remain a key consideration for Shropshire businesses. Messages and evidence from interactions with businesses continues to be gathered by the team, with some of our companies undertaking their own detailed analysis on likely implications for their markets and labour force. We are responding to Government requests for evidence and consultative exercises, including the recent consultation on the proposed Shared Prosperity Fund to replace European Programme funding. Locally, the member Brexit Task and Finish group that was established by Place Overview and Scrutiny Committee has now completed its analysis including hearing from a number of parties and business representatives. An interim report, SWOT analysis, mind maps on key identified areas of skills and agriculture and a summary of opportunities has been considered by Place Overview and Scrutiny Committee. This is now being fed

into the work programme for the Committee and awaiting further details on the final Brexit deal. It should also be noted that potential implications of Brexit has been added as a strategic risk for the Council.

Enable business to start, grow and succeed

Summary of key headlines;

- £37.25 million investment by foreign owned companies
- £51 million investment by UK owned companies
- Over 330 new jobs created from these investment and 150 safeguarded
- Shropshire Business Board joint working
- Growth Hub outreach model successes

The Council has an active key account programme, which engages approx. one hundred (to date) of the County's largest employers and this list continues to grow as new contacts are made. Visits continue to lead to a number of outcomes for example support with recruitment, increased apprenticeship opportunities, introductions to Department for International Trade for exporting, Innovate UK support, supply chain linkages and liaison with schools and colleges. Through the relationships developed it has also been possible to help secure the future of companies when premises have been sold. Quickly reacting to announcements, even when negative, also means that the Council has helped to mitigate the impacts of redundancies and businesses down-sizing.

Key account management structure has recently been evaluated to explore potential opportunities to target companies within key sectors and high growth companies to sit alongside key accounts. The authorities' two key account managers will also split their accounts not only by UK/foreign ownership but also geographically to support the workload. Support continues to be valued from companies of all scales and not only in positive circumstances but also in challenging times such as the support being offered to Stadco as part of their Shrewsbury site closure and potential threats to job losses. Secondly, House of Fraser, again to support with threats to job losses, but also for the potential retention of brands and future uses for the site, particularly in light of changing town centre patterns and linking with Shrewsbury Big Town Plan to explore potential mixed-use opportunities for leisure, office and hotel uses.

The team is also using the local business and professional services network, especially commercial property agents to strengthen the offer available to existing businesses to attract companies to Shropshire. This is being extended to explore the regional and national offer with engagement with companies such as JLL, CBRE, Knight Frank and Bulleys.

By the end of the financial year, Shropshire had seen £37.25 million of investments by foreign owned companies expanding with whom we are directly working. These five projects will see the creation of 143 new jobs and the safeguarding of a further 37 posts. One further success has been seen so far in the year to date with the retention of a further 25 jobs. The Business Growth and Investment team alongside DIT are working with approx. 20 prospects and enquiries and we remain hopeful that a number of these can be converted during the remainder of the financial year. In terms of UK owned businesses, the team have supported more than £51 million of investment, the creation of 293 jobs and the retention of a further 92 jobs over the

financial year to date. Further support identified through future grant schemes and continued expansions and relocations will see these figures increase further over the course of the financial year.

The Market Drayton grant scheme has also highlighted some interest, supports the start-up of new businesses and the growth of existing Small/Medium Enterprises (SMEs) within Market Drayton and those also looking to relocate or expand their business into Market Drayton. The team are proactively promoting this to companies across the town as well as potential new occupiers to Market Drayton from outside the county.

We are part of the Birmingham Growth Programme and approved grant funding to date has reached 36 with the fund due to close over the course of the next two months. This has brought in more than £804,000 of grant funding, almost £895,000 of private sector match and a further £262,000 of private sector leverage in Shropshire. The scheme to date will see the creation of 99 jobs with further expressions of interest due to be considered over the next month before the fund closes.

The role of the Shropshire Business Board continues to play a critical role in ensuring the private and public sector are working closely together to deliver the Economic Growth Strategy. This also applies at the Marches LEP level through our chair working as vice chair on the LEP Board and actively engaging in the refresh of the Marches Strategic Economic Plan referred to earlier in this report. The board have so far this year actively been involved in a number of projects and initiatives including the Digital Health Industrial Strategy Challenge Fund, Big Town Plan for Shrewsbury, Midlands Connect visits, workshops with the SEP consultants, and skills action planning. Membership of the Board now includes the Shrewsbury BID to ensure town centre representation is provided.

The role of the Shropshire Growth Hub continues to expand with the recruitment of two new roles into the team who have played a significant role in the promotion of this service. The team have not followed the route of the two other Marches Growth Hubs which have a central model in partnership with the University of Wolverhampton and instead we are focusing on outreach work across the county that can support companies in all corners of Shropshire. To date in 2018, the team have put on 54 events, which has been supported by 1,232 attendees. This sits alongside wider business engagement via 48 calls and 57 emails for companies enquiring about available support. The team have followed this on with 247 individual 1-2-1's to offer a range of advice and has included signposting 525 individuals to a range of support services, memberships and programmes.

Deliver infrastructure to support growth

Summary of key headlines;

- Contracts 1,2 and 3 delivery – expect to realise aspiration of providing all premises with access to superfast broadband but will go beyond 2020 to achieve
- Additional delivery through balance of unused grant funds and secured DEFRA Rural Development Programme

- Progress with strategic road infrastructure schemes to support growth including Housing Infrastructure Fund for Mile End, Oswestry
- Importance of strategic transport corridors recognised regionally and cross border

Early in 2018 the Government confirmed it had reached its target to deliver superfast broadband to 95% of all UK premises. Nationally the final 5% of premises in the superfast broadband (24 -30 Megabits per second) gap areas represent 70% of the UK's landmass. This demonstrates the challenge of getting superfast broadband to the hardest to reach areas of the UK, which is particularly relevant to Shropshire, with a significant volume of premises distribution across a large and rural geographic area.

Using comparative data, the Shropshire Council area currently has approximately 90% of premises connected to superfast broadband, with an expectation that up to 98% could have access to superfast broadband by the end of all current contracts that are expected to complete in 2021. This projection assumes that all opportunities for extra delivery through contracts are optimised and that there are no further changes from current commercial coverage commitments which remain beyond the control of the Connecting Shropshire's programme.

The Council's aspiration, as set out in the Local Broadband Plan in 2016, is to provide all premises with access to superfast broadband. Using existing programme funding and additional contract incentives over the course of our current contracts we expect to realise this aspiration, although it is no longer likely that this will be achieved by 2020. Whilst this is disappointing, it has always been a recognised risk to the programme, where infrastructure providers change their original commercial commitments. In all cases where commercial commitments change we will continue to lobby the providers and influencers to reconsider these frustrating and impactful decisions.

Contract 1 completed delivery in spring 2017. 52,453 premises, nearly 1,000 over the original contract target, now have access to superfast broadband as a result. The programme team are currently reconciling the final closure position with BT which is expected to realise cost savings. It is expected that this will enable reinvestment back into the current Contract 2 delivery to connect additional premises to superfast broadband.

Contract 2 is also with BT. The scale of contract is far smaller. 3,700 premises are expected to be connected to superfast broadband by the end of the contract. Deployment has proved far more challenging than BT had expected. To date Contract 2 is behind schedule but the team and BT are working closely to progress the contract as effectively and timely as possible and deliver superfast broadband to the target number of premises. This is expected to run into mid 2019.

Contract 3 was awarded to Airband in summer 2017. To date over 6,000 premises have been given access to superfast broadband. Deployment and implementation remains on schedule. We project to connect over 14,000 premises by the end of the contract in 2020. Whilst there have been siting and land acquisition challenges for the supplier in some areas, alternative mast sites have been acquired in most cases to retain the momentum of deployment. Whilst the project will still deliver to the contracted number of premises the challenge of finding new sites has an implication on specific premises being able to access the network.

We will continue work with BDUK (Broadband Delivery UK) to leverage opportunities for additional superfast broadband coverage in Shropshire. We anticipate being able to contract the balance of unused grant funds (£1.2 million) by the end of this year (2018). This will potentially connect an additional 700 premises to superfast broadband.

Airband have recently received £16 million new investment from the National Digital Infrastructure Fund (NDIF). The fund was set up by Government to encourage private investment in broadband networks, particularly fibre. The new investment is likely to provide opportunities to change some of the current deployment projections. A hybrid solution (RuralOptic) merges fixed wireless and fibre optic deployment. Any change to the network would still use existing 'mast sites' but would use localised fibre cabling to connect premises. The hybrid model will be able to provide "ultrafast broadband connectivity" (100 Megabits per second) and builds upon the Government's long-term strategy for ubiquitous full fibre.

Connecting Shropshire, working with Broadband Delivery UK have continued to issue Better Broadband Subsidy codes (864 to date). These enable any household without access to a 2 Megabit per second solution to obtain a grant of up to £350 which can be used to obtain a solution from an approved supplier. Shropshire Council is the largest beneficiary of the scheme nationally, which includes all counties.

Together with partners Fastershire and Superfast Telford, Connecting Shropshire has secured £1.498m funding from DEFRA's national Rural Development Programme to connect up some additional premises with superfast broadband. The project will see an additional 674 premises connected to superfast broadband and will commence deployment later this year.

In July 2018 the Government issued further strategic direction in its 'Future Telecoms Infrastructure Review' (FTIR) which set an expectation that all premises should be connected to full fibre and ultrafast broadband by 2033, with traditional copper services being withdrawn nationally from 2025.

Whilst we welcome this long term 'full fibre' ambition it should be set within the context of the current infrastructure deployment challenges in a rural county. Superfast broadband will continue to meet many communities' aspirations in the short to medium term (next 5-7 years). At the same time, we recognise the importance of full fibre as an enabler, most notably to support the long-term evolution of 5G technologies. As a result, we intend to review further long-term opportunities working with partners and Government.

There are a number of strategic transport schemes that are key to support economic growth and are needed to deliver improvements to networks and capacity increases where there is planned growth. This includes Shrewsbury Integrated Transport Package (SITP), the Shrewsbury North West Relief Road and A5 corridor to Oswestry among others in the county that are the subject of further discussions with Highways England and Network Rail, for example the A49. Through the teams' collaboration, joined up working works well and was key in the success earlier this year to be allocated Housing Infrastructure Fund funding for Oswestry Mile End. This is now at due diligence stage with Homes England and the details of the preferred options for the design and layout are being finalised. This works will need to be completed by March 2021, unlocking 1,100 new homes.

The Council have played a key role in the completion of the Marches Freight Strategy, led by the LEP, and continues to input to the Midlands Connect partnership and periodic Rail industry consultations to ensure that Shropshire's schemes are captured. Senior meetings have taken place between the Council and Midlands Connect and we are also highlighting our strategic priorities within the Combined Authority Land and Housing work, which recognises that strategic corridors and infrastructure priorities will be key to unlocking growth on the West Midlands footprint.

We continue to hold discussions and liaise with Utility providers and ensure that capacity needs are highlighted in Shropshire. The strategic infrastructure forum has recently been re-ignited and will play a key role in place shaping going forward.

Meet skills needs and aspirations

Summary of key headlines;

- Ongoing work to implement the skills action plan
- Careers and Enterprise co-ordination reached out to all education providers
- Launch of Centre for Research in Environmental Science and Technology (CREST) by University Centre Shrewsbury
- Launch of private sector led Marches Centre for Manufacturing and Technology, Bridgnorth

Recruitment and retention of staff with the appropriate skills to meet current and future business needs remains a key challenge across sectors in Shropshire. The Council continue to facilitate conversations between companies and training providers through individual discussions and via networks. It is very positive that Colleges and Higher Education providers are represented on both the Shropshire Business and Marches LEP Boards engaging with the Local Authority and private sector to deliver positive outcomes and change. There will be a strong emphasis on this in the Marches refreshed Strategic Economic Plan.

The Economic Growth Service, in conjunction with the Careers and Enterprise Company and Marches LEP continue to engage with local schools, colleges and special education providers through the excellent work of a dedicated Careers Co-ordinator. To date this role has reached out to all educational providers and is working to pair them with the most appropriate companies and advisors to support the development of careers links and ensure that pupils are prepared for the world of work.

Economic Growth continues to support MCMT with their growth plans in Bridgnorth, with new apprentices continuing to come on board at the centre. The team also play a significant role in supporting the continued development of establishing UCS in Shropshire and are working with the university in the lead up to its first graduation in September. The team have also played an active role in the continued development of CREST that has continued to develop since its launch in February this year.

Promote Shropshire

Summary of key headlines;

- Raised profile of Shropshire to investors and developers which has led to some new interest e.g. hotel operators, property developers
- Refresh of Invest in Shropshire website and brand development

The team continues to build relationships with local public sector partners such as Midlands Engine, WMCA, Constellation Partnership, Grow Mid Wales and Marketing Cheshire. Partnerships with the Midlands Engine in particular have been strengthened with Shropshire's first contribution to the international commercial property event, MIPIM in March, with the team also planning to participate in MIPIM UK in October and plans already being developed for MIPIM 2019.

These opportunities not only allow Shropshire to be promoted to the world, but also support engagement with a range of investors, agents, developers, key multipliers and end users and has led to a range of discussions with potential investors. In particular, discussions continue to be developed on a number of hotel opportunities ranging across a variety of brand levels. Dialogue is also continuing with a number of potential development partners who have previously not considered Shropshire as a place to invest.

As previously outlined, the team are also developing a range of marketing collateral, which will be used at a number of lead generation events that are being explored within target sectors. The team will be looking at how we can effectively market at events across the country to attract new investors either through our own participation or with partners from DIT and across the Midlands Engine.

The team will also be using this new collateral to support the redevelopment of the Invest in Shropshire website. This will see the introduction of a property search function within the Invest in Shropshire website to support businesses both locally and outside the area explore potential properties and sites available across the county.

'A Council that is good to do business with'

This is an underpinning action of the Economic Growth Strategy. The recruitment within the team is now complete following the restructure of the service which provides the skills and capacity to deliver our ambitious programme. The joining up of approach through the systems review work undertaken and development of the growth programme to inform investments on a wider basis than just economic growth is proving valuable in helping to shape clearer direction. Activities we will focus on over the next period are to embed the findings of the systems review work which have an emphasis on customer outcomes and experience together with a clear communications plan.

List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)

Economic Growth Strategy for Shropshire 2017 - 21

Cabinet Member (Portfolio Holder)
Councillor Nic Laurens
Local Member
All Members

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<u>Committee and Date</u>
Council
20 th September 2018

Annual Portfolio Holder Report: Planning and Housing Development

Portfolio Holder: Councillor R Macey
e-mail:robert.macey@shropshire.gov.uk

1. Summary

This report provides information on the key outcomes and achievements of the past year including some performance statistics, and sets a number of strategic priorities for the forthcoming year.

Planning Services, Strategic Planning and Housing Enabling and Development are all part of the Economic Growth Service and are key services in the Council's role as agents for delivery of economic growth to ensure sustainable housing and employment opportunities are realised and the ambition of the Economic Growth strategy met.

These teams work within a regulatory context and a broad range of stakeholder interests to deliver positive outcomes in accordance with the relevant legislation, national and local policy.

A new area of responsibility within the portfolio is Housing Development. The council continues to work on the positive role it can play directly or enable through others in housing development. This area has the potential to help the council achieve a number of its key objectives including ensuring sustainable housing opportunities, generating income to deliver a sustainable council to meet the needs of our county.

2. Recommendations

That Council approves the Portfolio Holder's report

REPORT

3. Key Service Outcomes

There are four key areas within this portfolio that work to deliver Planning and Housing across the County these are Planning Policy and Strategy, Housing Enabling, Planning Services and the new area of Housing Development.

STRATEGIC PLANNING

- **Local Plan:** The partial review of the Local Plan will provide an up to date Plan which will help to support growth and maintain local control over planning decisions during the period to 2036. The review started in January 2017 and has continued with a consultation on the 'Preferred Options' in October 2017 which sought feedback on the preferred level and distribution of new development to 2036. The timetable for the Local Plan Review was updated in June 2018 to reflect the scale of the work required to assemble an appropriate evidence base for the Plan, together with the unanticipated impact of significant development proposals which have been promoted in response to the review process and recently announced changes to national planning policy.
- **Housing Completions:** Due to the focus on the Local Plan Review, it has not yet been possible to update all information on housing completions. The existing Five Year Housing Land Supply statement therefore remains unchanged at 6.04 years. Work is on-going to analyse housing completions for 2017-18 and an updated Five Year Housing Land Supply statement will be published later in 2018. Shropshire's performance is rewarded by Government via the New Homes Bonus (NHB) and in 2017/18 Shropshire's settlement was again in the top 28 of all English Councils (over 300 in total).
- **Community Infrastructure Levy:** During the last 12 months, revenue from the Community Infrastructure Levy has increased to £8.1 million, reflecting higher levels of house building, with a total of £19.6 million CIL paid to date and a further £11 million due. The Performance Management Scrutiny Committee considered the CIL policy specifically how it is collected and allocated. The Committee made a number of recommendations that have been noted by Cabinet for consideration in any future changes to process or policy.

HOUSING ENABLING AND DEVELOPMENT

- **Affordable Housing Contributions:** The Council's policy requirement to secure affordable housing contributions (AHC) has accumulated a capital pot of £7.544m and a further potential of £5.5m. These funds are used to help develop additional local affordable housing projects. A change in national policy ratified through revisions to the National Planning Policy Framework (NPPF) in July this year means that Councils should no longer seek affordable housing contributions from developments of 10 or more houses (5 or less in some rural protected areas). This affects over 90% of planning applications in Shropshire and

therefore significantly restricts our ability to deliver affordable housing. The Local Plan Review and revisions to supplementary guidance provide an opportunity to reassess that position which is what officers are exploring.

- **Housing Delivery:** The Council continues to fund the development of additional affordable housing. During 2017/18, the Council spent £0.5m and allocated £1.3m on 194 new dwellings. The total construction value of these schemes amounts to more than £22.5m of much needed investment into the local economy. Shropshire Council was successful in attracting a grant of £0.588m to help deliver additional capacity in rural communities for new local affordable housing and are helping to initiate and develop several community led schemes. The emerging focus on the Council's role in delivering other types of housing in Shropshire is a significant opportunity to help fulfil housing needs, generate income into the Council for our financial sustainability and support delivery of services, promote innovation and development in housing practices and technology and support economic growth and employment.
- **Right Home Right Place initiative** – in order to help to capture real evidence about the housing need in Shropshire, we have launched the 'Right Home Right Place' initiative. By providing digital means of capturing this information via a dedicated website and through social media with a short effective survey, the team are able to gauge more information about the actual needs in Shropshire and reveal some of the hidden demand for housing. By understanding as fully as possible the need for housing in the county, the Council can work to ensure the right sorts of homes are delivered.
- **Self Build** - as one of the previous 12 Local Authorities nationally to be chosen as Custom and Self Build "Vanguard" authorities by DCLG to pilot self-build housing, work is progressing to bring forward a Council owned site to develop 48 self-build plots in Shrewsbury. There have been a number of barriers to bringing this forward but these are now being overcome with a small project team in place. One of the key considerations is that the council has a duty to provide a sufficient number of custom and self-build plots to meet the numbers for those on the self-build register each year. Therefore granting sufficient planning permissions and considering use of the council's own land for this purpose are activities that the council can undertake.

PLANNING SERVICES

Working with colleagues across the Economic Growth service, and other partners and stakeholders, internally and externally, the Planning Service delivers time sensitive processes to a large number of customer groups who sometimes have different interests and objectives.

The service provides an integrated approach to planning and development-related services, bringing together Regulatory Planning & Enforcement, Historic & Natural Environment Teams, Obligations Monitoring, Building Control and Systems Support, including Land Charges, Street Naming and Numbering and the Corporate Land and Property Gazetteer. Many of these teams generate

income through statutory and discretionary fees providing 75% of the service delivery cost overall, the income target for 2018/19 is £3,851,780.

We have sought to commercialise activities where this is practical and meaningful and the service as a whole is responsible for significant levels of paid for customer transactions through planning, building control, land charges, street naming & numbering as well as internal recharges to other teams to provide specialist technical services such as tree safety inspections.

Planning functions and outcomes are evidenced based and performance is measured against this. A summary of some key statistics for 2017/18 are illustrated below;

- 99.1% of Building Regulations Full Plans submissions checked within 21 days, 86.00% of Initial Notices dealt with within 3 days
- Over 93% of planning applications were approved
- 96% of planning applications are delegated to officers for consideration
- Over 92% of applications (overall) are approved in timeframe agreed with applicant
- Strong community alignment - 88% of planning decisions align with view of parish or town council
- Robust and effective decision taking by Shropshire Council as 87% of planning appeal decisions against are dismissed.
- Typically 400 planning enforcement cases under investigation at any time, around 50 cases received and closed every month
- £4.8 million S106 funds received in 2017/18
- £796,114 S106 expenditure/funds spent
- £16.5 million contributions spending split: Affordable Housing: £6 million, all other contributions: £10.5 million)
- Extensive Rich and Diverse Historic & Natural Environment - 441 Scheduled Ancient Monuments, 6904 Listed Buildings, 127 Conservation Areas, 34 Registered Parks, 1 Registered Battlefield, 2 World Heritage Sites, 35,000 non-designated heritage assets, 972 confirmed tree preservation orders
- Over 5,500 land charges searches dispatched annually on average
- On average 60 streets, 200 residential properties and 500 commercial properties added to the gazetteer annually

Key priorities for forthcoming year

- Provide a focus on key development projects and priorities in line with the Local Plan, Corporate & Service Plan, Economic Growth Strategy & Commercial Strategy including strategic sites, for example Ironbridge Power Station and the M54 strategic growth corridor;
- Focus on infrastructure delivery and compliance given the significant development taking place on the ground;
- Ensure that the future distribution of growth reflects the outcome of a Green Belt review, the Council's Economic Growth Strategy and other updated evidence as part of the Local Plan Review;

- Delivery of affordable and intermediate homes in areas of the County where need has been identified through 'Right Home Right Place' and through collaborative work with communities, employers and Registered Providers.
- Continue to financially support through the use of affordable housing contributions, registered providers and the private sector to deliver additional local needs affordable housing.
- Establish agreed approach to Council's direct involvement in delivery of other types of housing in Shropshire based on evidence.
- Develop further integration within the service teams to enhance efficiency and customer outcomes;
- Consult on preferred site allocations for market towns and growth guidelines for 'Community Hub' settlements in October. A further consultation on strategic sites will follow in early 2019;
- Work with members of the Housing Member Advisory Group to help identify and provide more opportunities to incentivise positive qualitative outcomes for housing development working with key stakeholders through Design and Heritage awards, accreditation and compliance activities;
- Ensure all departments within Planning Services deal with applications in a timely and effective way, this includes resource planning and development.
- Work with developers and project promoters through pre application stages, particularly for the major planning applications.

4. Risk Assessment and Opportunities Appraisal

Article 8 gives the right to respect for private and family life and First Protocol Article 1 allows for the peaceful enjoyment of possessions. These have to be balanced against the rights and freedoms of others and the orderly development of the County in the interests of the Community. First Protocol Article 1 requires that the desires of landowners must be balanced against the impact on residents.

5. Financial Implications

Income received by the Council for Planning Services functions is directly linked to activity in the development sector and subject to market and seasonal fluctuation.

Planning and other regulatory fees are paid directly by customers for services to be delivered by the Council and offset the cost to the Council of delivering these services.

The timing and quantum of developer contributions to support infrastructure delivery is critical to facilitate and sustain economic growth.

Full financial considerations and detailed appraisals for Council direct involvement in housing delivery will be undertaken in due course as appropriate.

List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)

Corporate and Service Plans, Shropshire Local Plan and associated Development Plan Documents and Supplementary Planning Documents, Economic Growth Strategy 2017-21, and Commercial Strategy.

Cabinet Member (Portfolio Holder)

Councillor Robert Macey, Portfolio Holder for Planning and Housing Development

Local Member : All Shropshire Council Members

Appendices: None



Committee and Date

Council

10.00am

20 September 2018

ANNUAL REPORT 2017-2018 PERFORMANCE MANAGEMENT SCRUTINY COMMITTEE

1.0 Summary

1.1 The annual statement of the Performance Management Scrutiny Committee provides a brief review of the committee's work during the previous year, as well as an overview of its work for the year ahead.

2.0 Performance Management Scrutiny Committee

2.1 During 2017/2018 the Performance Management Scrutiny Committee has looked at topics from across its remit. The following have been the main areas of focus:

- **Domestic Abuse**
At Council's request, a task and finish group examined draft proposals for how domestic abuse services were funded by central government. The group responded to a government consultation on behalf of Shropshire Council, expressing concern that proposed changes to funding would jeopardise services in Shropshire. As a result of consultation responses, government has decided not to take its proposals forward.
- **Digital Transformation**
The committee received updates on the digital transformation project at each meeting to understand progress and timescales.
- **Budget and Performance Management**
The committee scrutinised the council's budget planning and management, and quarterly corporate performance management reporting, in its role as Shropshire Council's general scrutiny committee.
- **Financial Strategy**
A task and finish group looked in-depth at the council's financial strategy, in particular its core proposals to innovate, raise income, focus resources and use reserves strategically.
- **Section 106, Community Infrastructure Levy and New Homes**

Bonus

A task and finish group made recommendations on how Community Infrastructure Levy funds were allocated.

- **Welfare Reform**

This task and finish group looked at how the council and its partners worked together to provide support to people receiving benefits.

- **Roadworks and Street Works**

Following a request from a committee member, the committee set up a task and finish to scrutinise how Shropshire Council manages large scale roadworks and street works.

- **Road Collisions**

Following consideration of the quarterly Corporate Performance Reports the committee requested and considered a report that provided analysed statistics on those killed or seriously injured in road collisions in Shropshire.

- **Council Tax Support**

Following responsibility for council tax support being devolved to local authorities, the committee considered proposals for a new support scheme.

- **Calls-in**

The committee considered the following Cabinet and Council decisions that were subsequently called in.

- Minimum Income Guarantee
- Local Commissioning of Youth Activities
- Parking Strategy

3.0 2018-2019 onwards

3.1 Significant topics emerging for the coming year include:

- Corporate Peer Challenge Report and Action Plan
- Budget and Investment and Income
- Quarterly performance reporting

List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)

None

Human Rights Act Appraisal

The recommendations contained in this report are compatible with the provisions of the Human Rights act 1998

Environmental Appraisal

There are no environmental issues relating to this report.

Risk Management Appraisal

There are no risks associated with this report.

Community / Consultations Appraisal

Consultation is a component of Scrutiny work to collect information to support the development of conclusions and recommendations.

Cabinet Members

All

Local Member/s

All

Appendices

None

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Committee and Date

Council

10.00am

20 September 2018

ANNUAL REPORT 2017-2018 PLACE OVERVIEW COMMITTEE

1.0 Summary

1.1 The annual statement of the Place Overview Committee provides a brief review of the committee's work during the previous year, as well as an overview of its work for the year ahead.

2.0 Place Overview Committee

2.1 During 2017/2018 the Place Overview Committee has looked at topics from across its remit. The following have been the main areas of focus:

- **North West relief road**

The committee scrutinised work done to date on developing the Outline Business Case for this project. It discussed environmental issues and considered issues around rights of way and access to green space.

- **Business rates**

The committee sought to understand the current business rate profile in Shropshire and how this feeds into the work of Shropshire Council in enabling growth of both existing businesses and attracting new businesses.

- **Brexit Task and Finish Group**

This task and finish group has looked at the implications of Brexit, with particular regard to economic growth. The group identified skills and labour force, and agriculture and land based industries as two key topics that would benefit from further detailed consideration.

- **Apprenticeship Levy**

The committee sought assurance that Shropshire Council maximised its use of the Apprenticeship Levy to provide apprenticeships for local authority staff.

- **Shrewsbury town centre development and the Shrewsbury Big**

Town Plan

Following the consultation on the Shrewsbury Big Town Plan, the committee has scrutinised work to develop and implement the plan.

3.0 2018-2019 onwards

3.1 Significant topics emerging for the coming year include:

- Place shaping – balancing housing and economic growth
- Local Plan
- Place shaping – households and accessible green space
- Place shaping – maintaining a clean and attractive space
- Local Transport Plan
- Place shaping – diversification of the local economy
- Highways winter service
- Highways customer services and complaints

List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)

None

Human Rights Act Appraisal

The recommendations contained in this report are compatible with the provisions of the Human Rights act 1998
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Environmental Appraisal

There are no environmental issues relating to this report.
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Risk Management Appraisal

There are no risks associated with this report.

Community / Consultations Appraisal
--

Consultation is a component of Scrutiny work to collect information to support the development of conclusions and recommendations.
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Cabinet Members

Cllr Joyce Barrow

Cllr Steve Davenport

Cllr Nic Laurens

Cllr Robert Macey

Local Member/s
All
Appendices
None

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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