



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

Date: Friday, 6 July 2018

:

**Committee:
Communities Overview Committee**

Date: Monday, 16 July 2018

Time: 2.00 pm

Venue: Shrewsbury Room, Shirehall, Abbey Foregate, Shrewsbury, Shropshire, SY2 6ND

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

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

Members of Communities Overview Committee

Cecilia Motley (Chairman)	Roger Hughes
Nick Hignett (Vice Chairman)	Vivienne Parry
Ted Clarke	Keith Roberts
Rob Gittins	Leslie Winwood
Nigel Hartin	Tina Woodward

Your Committee Officer is:

Amanda Holyoak Committee Officer

Tel: 01743 257714

Email: amanda.holyoak@shropshire.gov.uk

AGENDA

1 Apologies for absence and substitutions

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 of the meeting held on 21 May 2018 (Pages 1 - 4)

To confirm the Minutes of the Communities Overview Committee meeting held on 21 May 2018 as a correct record, attached marked: 3

4 Public Question Time

To receive any public questions or petitions from the public, notice of which has been given in accordance with Procedure Rule 14. The deadline for this meeting is Friday 13 July at 10.00 am

5 Member Question Time

To receive any questions of which members of the Council have given notice. Deadline for notification for this meeting is Friday 13 July at 10.00 am

6 Flood Risk Management (Pages 5 - 12)

To:

- Consider the council's role in flood risk management.
- Understand how the council mitigates flood risk and responds to flooding
- Learn the risks to transport and the economy resulting from flooding
- Scrutinise the role of flood risk management in place shaping and planning.

A report is attached marked: 6 and a presentation will be made at the meeting

7 Community Transport (Pages 13 - 18)

To agree the Terms of Reference for a Task and Finish Group of 7 members to consider options for the development of Community Transport in Shropshire, report attached marked: 7

8 Local Joint Committees (Pages 19 - 22)

To agree terms of reference for a Task and Finish Group of seven members to explore proposals to realign Local Joint Committees and to identify new responsibilities for these committees, attached marked: 8

9 Work Programme (Pages 23 - 48)

To consider the future work programme for the Committee, proposals attached, marked: 9

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Communities
Overview Committee

21 May 2018

2.00 pm

Item
Public

**MINUTES OF THE COMMUNITIES OVERVIEW COMMITTEE MEETING HELD ON
21 MAY 2018
2.00 PM – 2.59 PM**

Responsible Officer: Amanda Holyoak
Email: amanda.holyoak@shropshire.gov.uk Tel: 01743 257714

Present

Councillor Cecilia Motley (Chairman)
Councillors Nick Hignett (Vice Chairman), Ted Clarke, Rob Gittins, Nigel Hartin,
Roger Hughes, Keith Roberts and Tina Woodward

1 Election of Chairman

Councillor Cecilia Motley was elected Chairman.

2 Apologies for Absence and Substitutions

Apologies were received from Councillor Les Winwood.

3 Appointment of Vice-Chairman

Councillor Nick Hignett was appointed Vice-Chairman.

4 Declarations of Interest

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

5 Minutes of Last Meeting

The minutes of the meeting held on 23 April 2018 were confirmed as a correct record.

6 Public Question Time

There were no public questions.

7 Member Question Time

There were no Member questions.

8 Preliminary Report on the Local Joint Committees Task and Finish Group

The Chair reported on the activity and findings of the Local Joint Committee (LJC) Task and Finish Group. The Group had found there to be a very mixed picture in frequency of meetings and way in which LJCs operated across the County. The view from some LJC members had been 'we're not sure what we are for anymore' whereas others had found their own way and performed an important function locally. The annual grant that had previously been made to each Committee tended not to be used in a structured way but in piecemeal allocations to special interest groups which was not desirable.

The Group had felt that this mixed approach without a universal purpose would not work strategically in the long term but that the energy, enthusiasm and interest in some Committees was worth retaining.

Options for alternatives had been discussed, including Shropshire Association of Local Committees Area Committees and using Place Plan areas as a way of grouping committees to maximise locality working and carry out a place shaping role.

In addition to place shaping, other purposes for LJCs proposed included

- Specific grant schemes (eg Youth commissioning)
- Independent small grant schemes
- Utilisation of CIL funding
- Networking with Town and Parish Councils

The Chair referenced the feedback received from the recent Peer Review highlighting a need to strengthen the relationship between Shropshire Council and Local Councils and the need to take this into account in moving forward.

In conclusion the Committee agreed with the view of the Group that the LJC concept was generally supported but that clear function and role was needed.

Members discussed establishing a Task and Finish Group to consider a shape and format for the future, possibly with the Place Overview Committee. Other members felt this might be too complicated an arrangement. It was agreed that the Chair should make contact with the Chair of that Committee to discuss this idea, with a view to bring draft terms of reference back to the next meeting.

9 Update on Environmental Maintenance Grants

The Locality Commissioning Manager reported that the consultation on Environmental Maintenance Grants had just ended. The Head of Infrastructure and Communities reported that Cabinet had delegated power to him with the Portfolio Holder for Highways and Transport to agree a way forward once the analysis of the consultation had been completed. Details of the new scheme would be circulated as soon as it was agreed.

10 Work Programme Update

The Scrutiny Officer explained that there were two strands to the work programme including topics which had already been identified and were ongoing and the broader work of the entire Scrutiny Work Programme. This would help to ensure the best use was made

of valuable Committee time. The work programme would feature on each agenda in future.

Signed (Chairman)

Date:

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3 Emergency Flood Response

- 3.1 Shropshire Council responds routinely to incidents of flooding alongside its partners. In locations where we know flooding is likely we have dedicated local flood response plans, such as that we have in Shrewsbury. These are agreed with partner agencies including the Environment Agency (EA) and Severn Trent, and exercised annually and deployed as and when required. A copy of the Welsh Bridge Gauge Board information sheet is included in Appendix A.
- 3.2 When communities are subjected to “one off” flooding incidents, such as those experienced in late May and June of this year. The emergency response is co-ordinated through the Emergency Planning Unit and often highway teams are deployed to jet gullies, manholes and pipes, provide sand bags and close roads as necessary. Following flood events where more than five residential properties or two businesses are flooded internally, in line with our Local Flood Risk Management Strategy we undertake detailed Section 19 investigations.

4 Approach to Flood Risk Management

4.1 *Known flood risk sites*

- 4.1.1 As a LLFA, Shropshire Council has a number of statutory duties to address local flood risk under the Flood and Water Management Act 2010 and the Land Drainage Act 1991.

The production of the Local Flood Risk Management Strategy is one of these duties. The Flood and Water Management Act 2010 encourages collaborative working between Risk Management Authorities (RMAs). To this end, the service area Portfolio Holder and Responsible Officer attend the English Severn and Wye Regional Flood and Coastal Committee meetings which are attended by other LLFAs and RMAs.

The Strategy, published in Dec 2015, is a suite of documents and assessments that provide the overall strategic direction for the management of local flood risk in Shropshire.

The Local Flood Risk Management Strategy identified seven key objectives which are aligned with the EA’s National Strategy for Flood and Coastal Erosion Risk Management (FCERM) together with our corporate priorities. They are summarised below.

- Develop a strategic understanding of flood risk from all sources;
- Promote effective management of drainage and flood defence systems;
- Support communities to understand flood risk and become more resilient to flooding;

- Manage local flood risk and new development in a sustainable manner;
- Achieve results through partnership and collaboration;
- Be better prepared for flood events, and;
- Secure and manage funding for flood risk management in a challenging financial climate.

4.1.2 The objectives helped us to develop an action plan detailing how the Local Flood Risk Management Strategy will be delivered. The plan brings together the actions and priorities set out in the Strategy and plans for investment in flood alleviation from flood risk management partners such as the EA, water companies and Internal Drainage Boards.

4.1.3 It is not possible to deliver all potential flood risk management measures in the short term. We therefore take a proportionate and risk based approach to focus resources where they will be most effective. Activities are prioritised based on the following criteria:

- Where there is risk to life e.g. in rapidly reacting catchments;
- Historic and predicted flood risk (using flood mapping) to properties, communities, businesses and/or infrastructure. Where flooding is known to have happened before then priority will be increased;
- Where there are frequent flooding issues affecting the safety to road users, small number of properties or cutting off access to rural settlements;
- Availability of funding and external contributions, including local funding which could 'unlock' a project's potential for moving forward by enabling national Flood and Coastal Risk Management Grant in Aid and / or regional Local Levy funding to be secured. As local funding from Shropshire Council is part of highways capital funding, there is considerable pressure on budgets;
- Where there are known failing assets or health and safety concerns (either through an asset failing or difficulties involved in its operation);

4.1.4 If we get to a position that all the highest risk sites have been addressed, which will not be for a number of years, then we would take into account the following when prioritising schemes;

- Where there is strong community engagement;
- Where there are opportunities to support economic growth;
- Where there are opportunities to work collaboratively with other RMAs, and;
- The delivery of multiple benefits, including wider environmental benefits.

4.1.5 In locations where there is a known flood risk, we have supported communities to understand flood risk and become more resilient to flooding. This has been achieved with the National Flood Forum who were commissioned to lead the Community Flood Resilience Project, enabling communities to take responsibility and raise awareness.

4.2 *Flood Risk Management Responsibilities for Riparian Landowners*

4.2.1 Under the Land Drainage Act 1991 Shropshire Council is the Land Drainage Authority and has permissive powers. These are used to ‘police’ the maintenance of ordinary watercourses where there is a risk of flooding due to the actions or inactions of landowners. The responsibility for the maintenance of a watercourse, whether open or culverted, rests with the owner of the land through which it passes.

4.2.2 Shropshire Council is also the consenting body for works affecting ordinary watercourses, and has consenting powers in this regard. The risk based approach that the council takes in using its permissive powers is covered in the Local Flood Risk Management Strategy.

4.2.3 As a Highway Authority we are the riparian owner of culverted watercourses which flow underneath the road. We also have a duty to maintain roads to ensure they are in a safe condition. To this end we have a routine maintenance programme of emptying highway gullies and inspecting culverts to ensure that there isn’t a blockage or build-up of silt.

4.3 *Flood Risk Management in place shaping and planning*

4.3.1 A well-established system of consultation exists with the Local Planning Authority (LPA). We comment and condition planning applications from a flood risk and Sustainable Drainage System (SuDS) perspective. Where possible, we also consider opportunities to reduce flood risk elsewhere and as well as facilitating economic growth.

4.3.2 Work is nearly complete in producing a Local SuDS Handbook with seven other regional authorities. This will produce consistent local requirements for developers across the region and, in Shropshire, will sit beneath relevant planning policy. The Flood and Water Management team is a statutory consultee for all major developments.

4.3.3 As part of Shropshire Council’s Local Development Plan, we have been involved in the Strategic Land Availability Assessment (SLAA) process, advising the Planning Policy team about flood risk and potential opportunities to reduce flood risk locally.

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

Local Flood Risk Management Strategy

<https://www.shropshire.gov.uk/environmental-maintenance-and-enforcement/drainage-and-flooding/local-flood-risk-management-strategy/>

Cabinet Member (Portfolio Holder)

Cllr Steve Davenport, Portfolio Holder for Highways and Transportation

Cllr Robert Macey, Portfolio Holder for Planning and Housing Development

Local Member

For Local Flood Risk Management:

This is a county wide function.

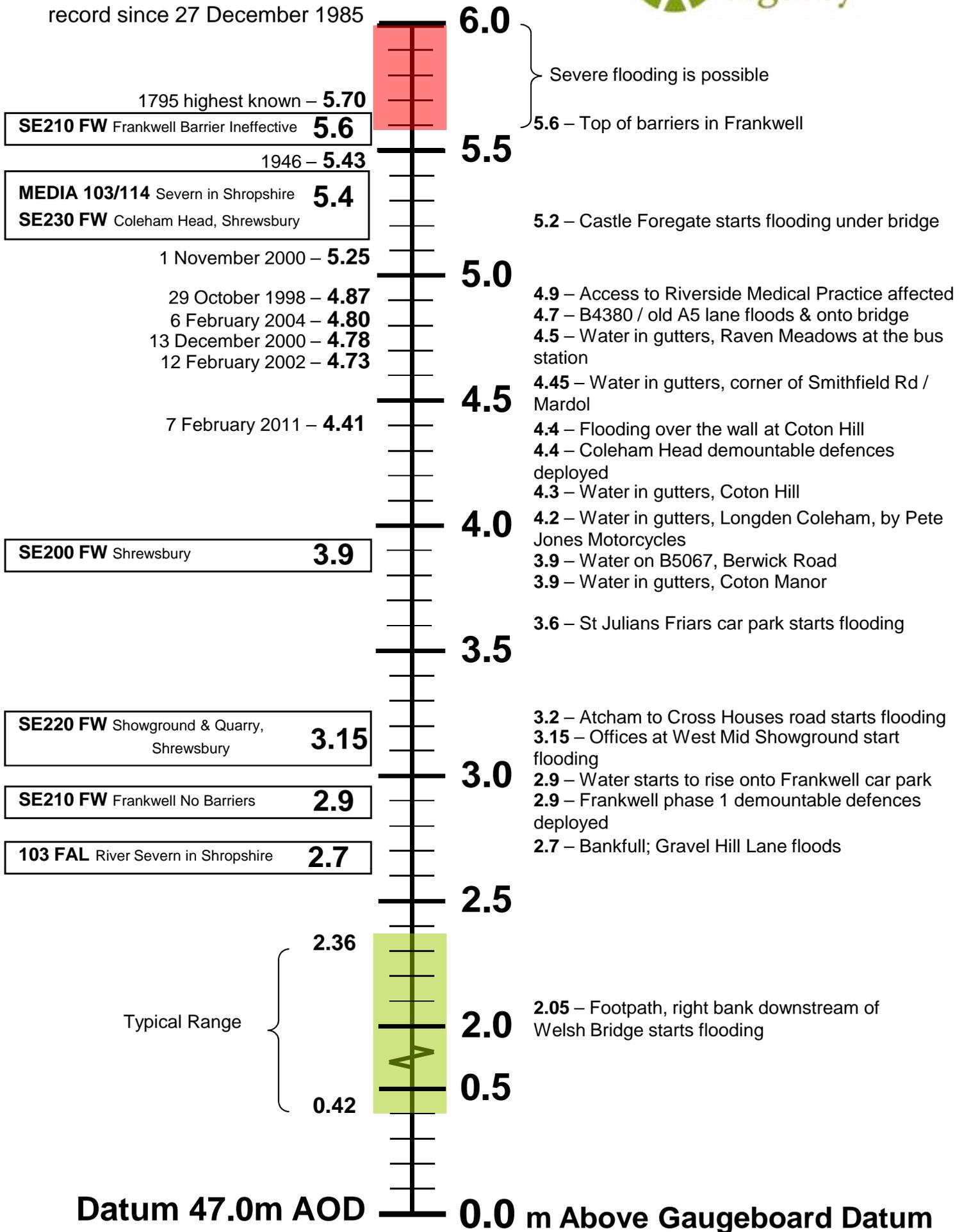
Appendices

A – Welsh Bridge Gauge Board Data

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WEST AREA GAUGEBOARD DATA SIGNIFICANT LEVELS

record since 27 December 1985



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Committee and Date

**Communities Overview
Committee**

16 July 2018

Item

Public

Terms of reference for the Community Transport Task and Finish Group

Responsible Officer

Danial Webb

danial.webb@shropshire.gov.uk

01743 258509

1.0 Summary

1.1 This report includes a draft terms of reference and outline work programme for the Community Transport Task and Finish Group.

2.0 Recommendations

2.1 Agree the draft terms of reference and work programme, subject to any amendments that the committee agrees.

3.0 Opportunities and risks

3.1 Reviewing arrangements to support community transport provides the opportunity to ensure that they best meet the needs of people in Shropshire.

3.2 A failure to review arrangements could result in a failure to provide the community transport that Shropshire people need, and failure to support community transport groups as effectively as possible.

4.0 Financial assessment

4.1 There are no financial considerations to this report. Any recommendations that are made to Cabinet will need to carry a full financial assessment.

5.0 Report

5.1 On 23 April 2018 the Communities Overview Committee received a presentation from Shropshire Council's Transport Commissioning Manager. He briefed the committee on how the council funded community transport, and the challenges to community transport's future sustainability. The committee discussed whether apportioning funding differently could help ensure sustainability of community transport and if any other funding revenue streams could be available.

5.2 The committee agreed to set up a task and finish group to consider how to improve the sustainability of community transport in the medium to long term. It agreed to start the group's work as soon as possible.

5.3 A draft terms of reference and work programme are attached as appendix 1.

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

None

Cabinet Member (Portfolio Holder)

The Portfolio Holder for Transport and Highways

Local Member

All

Appendices

Appendix 1: Draft terms of reference and work programme for the Community Transport Task and Finish Group

APPENDIX 1

Communities Overview Committee

Community transport task and finish group

Terms of reference

Summary

This report provides a draft terms of reference and work programme for a task and finish group that will explore proposals to develop community transport in Shropshire.

Recommendations

Members:

- agree the terms of reference for the task and finish group and
- make suggestions to develop the draft programme of work.

Context

There are nine community transport groups in Shropshire.

- Corvedale Buzzard
- Bishop's Castle Dial a Ride
- Bridgnorth Community Transport
Broseley Friendly Bus
- Church Stretton Area Ring & Ride.
- The Ludlow and Clun Valley Traveller
- North Salop Wheelers
- Oswestry Dial a Ride
- Shrewsbury Dial a Ride

Funding for these services comes from a combination of ad hoc national government support, local government grant funding, passenger fares and fundraising.

Local government funding, through Shropshire Council, takes the form of annual grant funding and reimbursement of concessionary fares. The concessionary fare scheme is administered by Shropshire Council, using delegated funding from government. The Council also provides annual grant funding to the community transport groups. The groups have service level agreements that they meet in return for this funding.

In order to provide additional funding, community transport groups in Shropshire currently manage three school transport contracts and a single demand-responsive transport (dial-a-ride) contract.

Current challenges

In order to support community transport, legislation imposes a lighter burden of regulation compared to commercial operators. The system is intended to be a more proportionate and cost-effective regime for services of community benefit that might otherwise not exist.

Although community transport groups operate within a light-touch regulatory framework compared to commercial operators, they have nonetheless been bidding for, winning and operating contracted council services such as school transport. This resulted in a legal challenge from some commercial operators, who felt that community transport groups were winning contracts unfairly against operators burdened by full commercial regulation. As a result of the legal action, the Department for Transport (DfT) recently issued a decision notice that confirmed that any community transport group that undertook commercial contract work would be subject to full commercial regulation, even if it operated as a non-profit organisation. However the DfT has asked councils to delay ending any existing contracts until it publishes the findings of an ongoing consultation into the changes.

Shropshire Council has found sufficient funding to cover the shortfall should the community transport groups need to relinquish their contracts. This, however, is only a short-term solution, and a more sustainable method of funding community transport will need to be found.

This is therefore an opportunity to look at how community transport can provide a service that meets the transport needs of people in Shropshire who have no access to public or private transport, and how the council and its partners can work together to support that.

Objectives

- To understand how community transport operates in Shropshire, and the demand for community transport services.
- To identify how the community transport groups, the council, and other partners can work together to provide community transport to people in Shropshire who do not have access to public or private transport.

Information required

- Details of
 - Existing public transport
 - Current community transport
 - User demographics
 - Common destinations

- Current contracts and funding
- Arrangements in other local authorities
- Experiences of users and volunteers

Methods to be used

- Visit to Shropshire Community Transport Consortium
- Meeting with users and volunteers
- Desktop policy and demographic research

Schedule

The group will meet for two half-day sessions in September and October 2018. There will also be a visit to a community transport group and meetings with users and volunteers, between the half day sessions.

We expect to report back to the Communities Overview Committee on 26 November 2018.

Draft work programme

Objective	Required	Responsible Officer
Session 1: What do we already have and what do we need?		
Public transport in Shropshire	Details of <ul style="list-style-type: none"> Existing public transport Current community transport User demographics Common destinations 	James Willocks
Shropshire's community transport	Current contracts and funding	James Willocks
Current policy and legal challenges	Research and report	Danial Webb
Session 2: The importance of community transport		
The experience of community transport	Trip on a community transport bus	Chris Purcell
The value of community transport	Meeting with community transport users and volunteers	Chris Purcell
The challenges facing community transport in Shropshire	Meeting with Community Transport Consortium	Chris Purcell
Session 3: What could community transport look like in Shropshire?		
Community transport elsewhere	Research and report on models of community transport	Danial Webb
Proposals to develop community transport in Shropshire	Development proposals	James Willocks



Committee and Date

**Communities Overview
Committee**

16 July 2018

Item

Public

Terms of reference for the Area Committees Task and Finish Group

Responsible officer

Danial Webb

danial.webb@shropshire.gov.uk

01743 258509

1.0 Summary

1.1 This report includes a draft terms of reference and outline work programme for the Area Committees Task and Finish Group.

2.0 Recommendations

2.1 Agree the draft terms of reference and work programme, subject to any amendments that the committee agrees.

3.0 Opportunities and risks

3.1 This review provides the opportunity to scrutinise a new way of organising local committees, aligned geographically with place planning boundaries. It will also provide the opportunity to devise and appraise future roles for these groups.

3.2 A failure to review arrangements for local committees could result in declining opportunities for towns and parishes to work together to make best use of local funding.

4.0 Financial assessment

4.1 There are no financial considerations to this report. Any recommendations that are made to Cabinet will need to carry a full financial assessment.

5.0 Report

5.1 In late 2017 the Communities Overview Committee agreed to set up a task and finish group to look at the role of local Joint Councils in current council arrangements. It held two two-day workshops in April 2018 and concluded that:

- There is an opportunity for a new model of joint local meetings to be aligned with the purpose and boundaries of the Place Plan areas.
- There is an opportunity to pick up the feedback from the recent council Peer Challenge Review and respond to a recommendation to strengthen the relationship between Shropshire Council and local councils.

- The future resource and role of the Community Enablement Team needs to be confirmed to inform the design and delivery of any future model.
- There is an opportunity for pooling financial resources within an area, e.g. individual small grant pots.
- There is an opportunity for co-ordinating and using the resources of an area, e.g. the corporate social responsibility of businesses, voluntary activity, and social action to get things done locally.

5.2 At its meeting on 21 May 2018 it agreed to set up a new task and finish group, to draft possible new arrangements for local committees, based on place planning boundaries.

5.3 A draft terms of reference for this task and finish group is attached as appendix 1.

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

None

Cabinet Member (Portfolio Holder)

The Portfolio Holder for Communities, Waste & Regulatory Services

Local Member

All

Appendices

Appendix 1: Draft terms of reference and work programme for the Area Committees Task and Finish Group

APPENDIX 1

Communities Overview Committee

Area committees task and finish group

Terms of reference

Summary

This report provides a draft terms of reference and work programme for a task and finish group that will appraise new boundaries for local joint committees, based on Place Plan boundaries. It will also identify new roles for the committees, based on current and emerging ways that the council and its partners work locally.

Recommendations

Members:

- agree the terms of reference for the task and finish group and
- make suggestions to develop the draft programme of work.

Context

In late 2017 the Communities Overview Committee agreed to set up a task and finish group to look at the role of local joint committees in current council arrangements. It held two two-day workshops in April 2018 and concluded that:

- There is an opportunity for a new model of joint local meetings to be aligned with the purpose and boundaries of the Place Plan areas.
- There is an opportunity to pick up the feedback from the recent council Peer Challenge Review and respond to a recommendation to strengthen the relationship between Shropshire Council and local councils.
- The future resource and role of the Community Enablement Team needs to be confirmed to inform the design and delivery of any future model.
- There is an opportunity for pooling financial resources within an area, e.g. individual small grant pots.
- There is an opportunity for co-ordinating and using the resources of an area, e.g. the corporate social responsibility of businesses, voluntary activity, and social action to get things done locally.

On 11 April 2018, around the same time as the Local Joint Committees Task and finish group was meeting, the Performance Management Scrutiny Committee presented the report of its task and finish group scrutinising arrangements for disbursing Community Infrastructure Levy (CIL) income. The group heard that Shropshire Council proposed to allocate funding from the local element of CIL income according to the council's Place Plan areas, rather it being held for the town

or parish council area where the development generating the CIL income took place. It. The committee endorsed this approach and recommended that officers prepare proposals for Cabinet to consider.

At its meeting on 21 May 2018 the Communities Overview Committee agreed to set up a new task and finish group, to explore new arrangements for local committees, including their geographical boundaries to ensure local members can shape future local planning. In particular it would explore the opportunities that might be created by aligning new local committees to Place Plan boundaries.

In September 2018, Cabinet will consider proposals to change how CIL is disbursed. The group will begin its work when Cabinet has made its decision.

Objectives

The purpose of the group is:

- to look at existing arrangements for Local Joint Committees, their geographical alignment and role
- to appraise the opportunities and risks of aligning local committee boundaries with Place Plan areas and
- to determine how local committees can contribute effectively to local working arrangements.

Information required

- Shropshire Council's Cabinet's proposals for new arrangements to disburse CIL income
- Local Joint Committee constitutional arrangements
- Maps of Local Joint Committees and Place Plan boundaries

Methods to be used

- Survey of local joint local members from local joint committees, and town, parish and unitary councils, on options
- Options appraisals with local joint committee chairs and council officers
- Desktop policy and demographic research

Schedule

The group will meet for a short day session in October 2018. We expect to report back to the Communities Overview Committee on 26 November 2018.



Communities Overview Committee	<u>Item</u>
16 July 2018	

Overview and Scrutiny Work Programme 2018 – 2019

Responsible officer

Tom Dodds, Statutory Scrutiny Officer

tom.dodds@shropshire.gov.uk

[01743 258518](tel:01743 258518)

1.0 Summary

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

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

1.2 The paper also identifies topics relevant to more than one committee, and makes suggestions for committees to work together to consider these issues.

2.0 Recommendations

2.1 Committee members to:

- confirm the proposed work programme attached as **Appendices 1 and 2**
- suggest changes to the committee work programme and
- recommend other topics to consider

3.0 Background

3.1 Each year, Shropshire Council's overview and scrutiny committees jointly review, co-ordinate and update their work programmes for the year ahead. This review allows overview and scrutiny to ensure that its work programme takes into account Shropshire Council's strategic priorities, and effective arrangements are in place to look at topics that are relevant to more than one committee.

3.2 At a work programme planning session, overview and scrutiny committee members, portfolio holders, elected members and officers used the strategic action plan to

identify a shortlist of strategic priorities for each committee to incorporate into their work programme for the year ahead.

- 3.3 Following this session, members of the Performance Management Scrutiny Committee met with officers to identify lead committees for each identified strategic priority. Members also agreed lead committees for strategic priorities that related to more than one committee. These strategic priorities will form the basis of each committee's work.
- 3.4 In addition to priorities identified in the strategic action plan, overview and scrutiny committees also include thematic priorities into their work programme. Committees will also need the flexibility to respond to emerging issues. Accordingly this work programme will continue to have topics added to it.

4.0 Cross-cutting issues

- 4.1 Although no topic in the work programme exists in isolation, most topics can be considered discretely by a committee during their scheduled meetings. However there are several broad areas of the council's work that pertain to several committees equally. Overview and scrutiny committees will need to ensure that they cover these topics comprehensively without duplicating work. Work programme planning has identified the following cross-cutting topics.

4.2 *Social prescribing/community resilience*

Social prescribing is a means of enabling GPs, nurses and other primary care professionals to refer people to a range of local, non-clinical services. Schemes can involve a variety of activities which are typically provided by voluntary and community sector organisations, such as volunteering, arts activities, group learning, gardening, befriending, cookery, healthy eating advice and sports.

Both the Communities Overview Committee and Health and Social Care Overview Committee have an interest in this topic. It is proposed however that the Communities Overview Committee will consider this matter in its entirety during its scheduled committee meetings.

The Health and Social Care Overview Committee will focus its work on scrutinising other adult social care matters, such as delayed transfers of care, the Improved Better Care Fund, and falls prevention.

4.3 *Place shaping*

Place shaping concerns how the council plans, delivers and supports growth and development in housing, the economy and local communities. The strategic action plan lists six topics, which together form the council's place-shaping priorities:

- Diversification of the economy
- Sustainable growth of Shrewsbury and the market towns
- Investment plans to enable sustainable growth
- Maintaining a clean and attractive environment
- Balancing Housing and economic growth
- Households and accessible green space

Although the People Overview Committee has the remit to consider housing matters, much of the work to plan and deliver housing concerns planning, local authority investment, economic growth and the delivery of infrastructure such as roads. It is therefore proposed that the bulk of the scrutiny of place-shaping will be carried out by the Place Overview Committee.

To support the Place Overview Committee in its work, the People Overview Committee will consider supported housing matters. The Communities Overview Committee will look at households and accessible green space as part of its remit to scrutinise matters concerning community resilience.

5.0 Task and finish groups

5.1 Overview and scrutiny often looks at topics in depth, such as its proposed review of community transport in Shropshire. It also looks at topics that do not relate to one particular committee, such as its recent review of Shropshire Council's support for refuges for domestic abuse. In order to carry out this work effectively, overview and scrutiny committees set up task and finish groups. These groups consist of members drawn from overview and scrutiny committees, which meet outside of the usual scheduled committee meetings. These groups then report their findings and recommendations to overview and scrutiny committees for approval. The current list of ongoing task and finish group meetings is included in this report as **Appendix 2**.

6.0 Next steps

6.1 Overview and scrutiny will update this report on an ongoing basis and present it to each overview and scrutiny committee, to allow members the opportunity to contribute to its development.

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Appendix 1
Overview and Scrutiny work programme 2018 to 2019

Performance Management Scrutiny Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Report of Road Works and Street Works Task and Finish Group	<ul style="list-style-type: none"> Consider the report and recommendations of the Road Works and Street Works Task and Finish Group. 	task and finish group report	task and finish group chair	Ensure the council effectively manages streetworks and roadworks in Shropshire, as well as major roadworks projects in Shrewsbury.	11 July 2018
Q4 2017/18 Performance Report	<ul style="list-style-type: none"> Consider the key underlying and emerging performance issues. Identify any performance areas that they would like to consider in greater detail or refer to the appropriate overview and scrutiny committee. 	Cabinet performance report	Information, Intelligence and Insight Manager	Committee develops its insight into council performance, and focuses its work on relevant performance issues.	11 July 2018
Road traffic collisions - killed and seriously injured	<ul style="list-style-type: none"> Identify changes in the rates of people killed and seriously injured in road collisions. Understand the causes of collisions. Scrutinise proposals to reduce injuries and fatalities. 	road collision statistics	Head of Commissioning	Shropshire Council and its partners work effectively to identify and mitigate the causes of road collisions that cause injuries and fatalities.	11 July 2018

Performance Management Scrutiny Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Report of Welfare Reform Task and Finish Group	<ul style="list-style-type: none"> Consider the report and recommendations of the Welfare Reform Task and Finish Group. 	task and finish group report	task and finish group chair	Ensure effective arrangements to support people in receipt of welfare support and preventative services.	12 Sep 2018
Corporate Peer Challenge Report and Action Plan.	<ul style="list-style-type: none"> Identify the priorities for action emerging from the recent corporate peer challenge. Scrutinise the council's progress in implementing the report action plan. 	corporate peer challenge report and action plan and progress report	Chief Executive	Shropshire Council is making good progress in implementing the peer challenge action plan.	12 Sep 2018
Report of the Budget and Investment and Income Task and Finish Group	<ul style="list-style-type: none"> Consider the budget proposals and identify the priority areas for further consideration Identify any likely impacts of the budget proposals and explore how these will be managed with the relevant officers and Portfolio Holders. Scrutinise investment and income proposals 	task and finish group report	Group Chair Head of Finance, Governance & Assurance	Proposals for investment and income generation are sound.	12 Sep 2018

Performance Management Scrutiny Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Q1 2018/19 Performance Report	<ul style="list-style-type: none"> Consider the key underlying and emerging performance issues. Identify any performance areas that they would like to consider in greater detail or refer to the appropriate overview and scrutiny committee. 	Cabinet performance report	Information, Intelligence and Insight Manager	Committee develops its insight into council performance, and focuses its work on relevant performance issues.	12 Sep 2018
Complaints, Compliments and Comments	<ul style="list-style-type: none"> Understand the nature of complaints, compliments and comments that the council receives. Scrutinise how the council uses these to improve its services. 	Analysis of complaints, compliments and comments received	Information, Intelligence and Insight Manager	Ensure that the council responds appropriately to complaints, compliments and comments, and uses them effectively to improve services.	12 Sep 2018
Corporate Peer Challenge Report and Action Plan – exception report	<ul style="list-style-type: none"> Scrutinise progress against the action plan. Identify areas for development and make recommendations for improvement. 	action plan update report	Chief Executive	Assurance that the council is making progress in developing its action plan.	14 Nov 2018

Performance Management Scrutiny Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Q2 2018/19 Performance Report	<ul style="list-style-type: none"> Consider the key underlying and emerging performance issues. Identify any performance areas that they would like to consider in greater detail or refer to the appropriate overview and scrutiny committee. 	Cabinet performance report	Information, Intelligence and Insight Manager	Committee develops its insight into council performance, and focuses its work on relevant performance issues.	14 Nov 2018
Corporate Peer Challenge Report and Action Plan – exception report	<ul style="list-style-type: none"> Scrutinise progress against the action plan. Identify areas for development and make recommendations for improvement. 	action plan update report	Chief Executive	Assurance that the council is making progress in developing its action plan.	6 Mar 2019
Q3 2018/19 Performance Report	<ul style="list-style-type: none"> Consider the key underlying and emerging performance issues. Identify any performance areas that they would like to consider in greater detail or refer to the appropriate overview and scrutiny committee. 	Cabinet performance report	Information, Intelligence and Insight Manager	Committee develops its insight into council performance, and focuses its work on relevant performance issues.	6 Mar 2019

Communities Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Flood risk management	<ul style="list-style-type: none"> Consider the council's role in flood risk management. Understand how the council mitigates flood risk and responds to flooding. Learn the risks to transport and the economy resulting from flooding. Scrutinise the role of flood risk management in place shaping and planning. 	<p>topic briefing note</p> <p>committee overview report</p> <p>presentation to committee</p>	Environmental Maintenance	Scrutiny of flood risk management to ensure effective arrangements.	16 Jul 2018
Community Transport	<ul style="list-style-type: none"> Create a task and finish group that considers options for the development of community transport in Shropshire. 	terms of reference report	Overview and Scrutiny	Development of community transport that meets the needs of people in Shropshire.	16 Jul 2018
Local committees	<ul style="list-style-type: none"> Create a task and finish group to explore proposals to realign Local Joint Committees and to identify new responsibilities for these committees 	terms of reference report	<p>Overview and Scrutiny</p> <p>Community Enablement Team</p>	To help ensure Shropshire Council has appropriate and meaningful local governance.	16 Jul 2018

Communities Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Community Hubs	<ul style="list-style-type: none"> Consider the development of plans for the creation of five community hubs. Ensure that the proposals will meet any needs resulting from social prescribing. 	<p>topic briefing note</p> <p>committee overview report</p> <p>presentation to committee</p>	TBA	Ensure that community hubs effectively meet the needs of Shropshire people.	10 Sep 2018
Islamic burials	<ul style="list-style-type: none"> Understand the demand for Islamic burials in Shropshire, the council's obligations to provide Islamic burial space, and its proposals for future provision. 	<p>committee overview report</p> <p>presentation to committee</p>	TBA	Shropshire Council provides appropriate space for Islamic burials.	10 Sep 2018
Emergency Planning	<ul style="list-style-type: none"> Scrutinise Shropshire Council's arrangements for emergency planning. 	<p>committee overview report</p> <p>presentation to committee</p>	Emergency Planning Manager	<p>Ensure that Shropshire Council:</p> <ul style="list-style-type: none"> identifies the right priorities for its emergency planning has in place suitable mitigation and carries out appropriate training and awareness raising. 	26 Nov 2018

Communities Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Community Safety Strategy	<ul style="list-style-type: none"> Understand the updated community safety strategy Scrutinise the research underpinning any changes to the strategy. 	committee overview report presentation to committee	Community Safety Manager	Assurance that the Community Safety Strategy identifies the right priorities for its work.	28 Jan 2019

Health and Social Care Scrutiny Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Phlebotomy services in Shrewsbury	<ul style="list-style-type: none"> Discuss findings of 2 July 2018 workshop. Scrutinise proposals for the relocation of Phlebotomy services in Shrewsbury. 	committee overview report	Chief Executive, Shrewsbury and Telford Hospital NHS Trust	To ensure services are accessible to the people that need them.	16 Jul 2018
Mental health needs assessment	<ul style="list-style-type: none"> Consider the findings from the Mental Health Needs Assessment. Question and provide further insight surrounding these findings. Consider cross sector issues. 	Briefing workshop overview report presentation	Public Health Consultant, Shropshire Council	To support development of the Shropshire Mental Health Strategy.	16 Jul 2018
Quality accounts	<ul style="list-style-type: none"> Receive the reports from members scrutinising the quality accounts of local health trusts 	Overview report	Committee chair		16 Jul 2018
Delayed transfers of care	<ul style="list-style-type: none"> Revisit progress with reducing delayed transfers of care. Understand the impact of projects. Understand the impact of winter pressures on delays. To scrutinise readmission rates. 	committee overview report presentation to committee	Chief Executive, Shrewsbury and Telford Hospital NHS Trust	To agree a course of action to build on local authority success in reducing delays.	24 Sep 2018

Winter planning	<ul style="list-style-type: none"> To scrutinise proposals to mitigate the effect of winter pressures on NHS services. 	<p>committee overview report</p> <p>presentation to committee</p>	Chief Executive, Shrewsbury and Telford Hospital NHS Trust		24 Sep 2018
Falls reductions and Heat Savers	<ul style="list-style-type: none"> To understand current commissioning for falls reductions and other muscular-skeletal traumas. To scrutinise future funding proposals. To discuss ways to scrutinise the effectiveness of heat saving programmes. 	<p>committee overview report</p> <p>presentation to committee</p>	Director, Adult Services		24 Sep 2018
Ambulance services	<ul style="list-style-type: none"> To understand how the service handles the most serious calls and the service's heaviest users. To scrutinise how the service uses response times to deliver an effective service. To provide feedback on a planned visit to the West Midlands Ambulance Service 	Map of public defibrillators in Shropshire	Chief Executive, Shrewsbury and Telford Hospital NHS Trust		19 Nov 2018
Better Care and Improved Better Care funds	<ul style="list-style-type: none"> To consider the Improved Better Care Fund and its implications for Shropshire people. To understand the outcomes of the fund and whether these have been achieved. 	<p>committee overview report</p> <p>presentation to committee</p>	Director, Adult Services		19 Nov 2018

Smoking cessation services	<ul style="list-style-type: none"> To understand existing smoking cessation services To scrutinise proposals for service change. 	committee overview report presentation to committee	Director of Public Health		19 Nov 2018
Care Closer to Home		committee overview report presentation to committee	Director, Adult Services		21 Jan 2019
Future Fit consultation findings	<ul style="list-style-type: none"> To consider the findings of consultations on Future Fit reconfiguration of NHS services in Shropshire, including Telford and Wrekin. To scrutinise the response to consultation findings. 	Consultation findings committee overview report presentation to committee	Chief Executive, Shrewsbury and Telford Hospital NHS Trust	Assurance that the consultation has been carried out thoroughly, and its findings acted upon appropriately.	21 Jan 2019

People Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Supported Housing for Young People	<ul style="list-style-type: none"> To understand the legal and policy framework for providing supported housing for young people. To scrutinise arrangements to provide supported housing for young people. 	overview reports presentation	Housing Services Children's Services	Providing assurance that Shropshire Council has effective arrangements in place.	18 Jul 2018
Findings of the Placements for Looked After Children Task and Finish Group	<ul style="list-style-type: none"> To understand the situation in relation to residential placements for looked after children. To consider the sufficiency of residential placements. To identify whether there is opportunity for the council to invest to save. 	Draft final Task and Finish Group report	Task and Finish Group Chair Head of Safeguarding, Children's Services	Contribute to service development that will lead to better outcomes for looked after children with complex needs.	18 Jul 2018
Youth Offending Service	<ul style="list-style-type: none"> To scrutinise the findings of the pilot Full Joint Inspection of the Youth Offending Service. To understand the causes of youth offending in Shropshire. 	Final inspection report	Youth Offending Service	Recommendations to support the development of the service.	19 Sep 2018

People Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Corporate parenting	<ul style="list-style-type: none"> To scrutinise arrangements to support elected members and officers in their corporate parenting role. To make recommendations to strengthen corporate parenting arrangements. 	<p>overview report</p> <p>presentation</p>	Head of Early Help Partnerships and Commissioning, Children's Services	Recommendations to support the development of the service.	19 Sep 2018
Education attainment	<ul style="list-style-type: none"> To scrutinise education attainment in Shropshire over recent years To identify any specific patterns or changes which need to be looked at in detail. 	<p>overview report</p> <p>presentation</p>	Director, Children's Services	Ensure that Shropshire Council is targeting support where needed to improve education attainment.	21 Nov 2018
Shropshire Safeguarding Children Board Annual Report	<ul style="list-style-type: none"> To provide an overview of the Safeguarding Children Board's work during the previous year. To scrutinise changes to governance arrangements for the Safeguarding Children Board and Safeguarding Adults Board. 	Shropshire Safeguarding Children Board Annual Report	Independent Chair, Safeguarding Children Board	Contribute to developing governance arrangements for safeguarding in Shropshire.	21 Nov 2018

People Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Progress and impact of the delivery of the Ofsted Action Plan	<ul style="list-style-type: none"> Scrutinise progress with the implementation of the Ofsted Action Plan and the benefits realised for children, young people and families in Shropshire. 	overview report	Director, Children's Services	Provide assurance that the council is making good progress in implementing its action plan, delivering the required improvements.	30 Jan 2019
Employment and progression opportunities	<p>Consider current arrangements for people to enter into work and progression including apprenticeships and skills training. To include:</p> <ul style="list-style-type: none"> apprenticeships and skills training young people's aspiration and progression, and how to retain young people in the county older people in the workforce, including re-skilling and retired workers (post 50 workforce) mentoring, coaching 	overview report presentations	TBA		30 Jan 2019

People Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Opportunities for Looked After Children and care leavers to achieve their potential	<ul style="list-style-type: none"> • Scrutiny of the implementation of the Looked After Children Plan and the delivery of improved outcomes. • Examine the availability and uptake of apprenticeships and employment, and housing support, and consider the benefits and impact. 	Updated Looked After Children Plan overview report presentation	Director, Children's Services	Assurance that Shropshire Council is delivering better outcomes for looked after children and care leavers.	27 Mar 2019

Place Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
20's Plenty	<ul style="list-style-type: none"> To receive an update on Shropshire Council's implementation of its 20 mph technical guidance note. 	Update report	Highways, Transport and Environment Commissioning Manager	Ensure that Shropshire Council implements 20mph limits that are appropriate for the area.	12 Jul 2018
Place Shaping – Sustainable growth of Shrewsbury and the Market Towns	<ul style="list-style-type: none"> Progress with the Shrewsbury Big Town Plan and the development and delivery of growth strategies for the key market towns (Ludlow, Market Drayton, Oswestry, Bridgnorth and Whitchurch). 	Update report	Head of Economic Growth		12 Jul 2018
Highways winter service plan	<ul style="list-style-type: none"> Understand the lesson learned from the previous winter maintenance plan Scrutinise planning for the winter period 2018-2019. 	overview report presentation	Highways, Transport and Environment Commissioning Manager	Contribute to development of a winter service plan that ensure safe highways and protects vulnerable people.	12 Jul 2018
Highways maintenance	<ul style="list-style-type: none"> Scrutinise how Shropshire Council responds to maintenance requests, and any consequent complaints and compliments. 	overview report presentation	Highways, Transport and Environment Commissioning Manager	Better service for customers and a more efficient response to highways faults	12 Jul 2018

Place Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Place shaping – balancing housing and economic growth	<ul style="list-style-type: none"> Consider how housing development and economic growth activity are considered together 	Report to include: <ul style="list-style-type: none"> Infrastructure Green belt review Type and availability of housing across the county. 	Head of Economic Growth	Ensure that the right homes are built in the right places for the workforce for current and future employers.	6 Sep 2018
Apprenticeships and skill training	<ul style="list-style-type: none"> To receive an update on work to maximise the benefit of the Apprenticeships Levy To understand how skills training providers are responding to Shropshire priorities for skills. 	Overview report Presentation			6 Sep 2018
Local Plan	<ul style="list-style-type: none"> Consider the revised Local Plan, before submission to the Secretary of State. 	report to include overview of Local Plan and key changes to existing plan	Head of Economic Growth	Assurance that the Local Plan support housing, transport and economic growth priorities.	8 Nov 2018

Place Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Place shaping – households and accessible green space	<ul style="list-style-type: none"> Understand the value of accessible natural green space, how access could be maximised, and look at current patterns of availability. 	<p>overview report</p> <p>presentation</p> <p>map of current and proposed accessible green space in towns and villages</p>	Highways, Transport and Environment Commissioning Manager	<p>Development of open spaces that improve the liveability of towns and villages</p> <p>Ensure that open spaces maximise the opportunity for people to improve their health and wellbeing.</p>	8 Nov 2018
Place shaping – maintaining a clean and attractive space	<ul style="list-style-type: none"> Consider the development of the new Local Transport Plan and how it relates to the delivery of the Council's priorities. 	<p>overview report</p> <p>presentation</p>	Head of Commissioning	<p>Contribute to development of Local Transport Plan.</p> <p>Provide assurance that the plan contributes to housing and economic growth plans</p>	31 Jan 2019

Place Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Place shaping – maintaining a clean and attractive space	<ul style="list-style-type: none"> Progress with waste management, recycling and renewable energy, including the impact and benefits arising from the Energy Recovery Facility and other developments to help manage waste, reduce landfill and increase production and use of renewable energy. 	<p>overview report</p> <p>presentation</p> <p>site visit</p>	Head of Economic Growth	Ensure that waste management plans continue to reduce landfill and improve the built environment.	31 Jan 2019
Place shaping – diversification of the local economy	<ul style="list-style-type: none"> Scrutinise progress with the delivery of the Council's Economic Growth Strategy, with particular focus on keys sectors, higher added value businesses, numbers of new jobs created, and new companies to Shropshire in the key target sectors. Consider progress in securing investment in the digital and health care sector. 	<p>overview report</p> <p>presentation</p>	Head of Economic Growth	<p>Ensure that housing, transport and built environment strategies effectively support economic growth.</p> <p>Provide assurance that the Economic Growth Strategy is delivering economic benefits.</p>	28 March 2019

Appendix 2

Current and proposed task and finish groups

Title	Objectives	Reporting date
Welfare reform	<ul style="list-style-type: none"> • To ensure that the council's own systems and processes are optimised so it provides the best advice and temporary support to people who need it. • To understand how the council works with its partners to agree a common strategy to support people in greatest need. • To ensure that council resources are deployed wherever possible to support people into education, employment and training. 	11 July 2018
Roadworks and street works	<p>To scrutinise how Shropshire Council:</p> <ul style="list-style-type: none"> • has carried out recent major roads work and street works in Shrewsbury • plans work to deliver SITP and other major road works to minimise disruption • publicises planned road works to residents and businesses • co-ordinates scheduled street works with utility companies and private developers and • mitigates against and compensates for disruption to local businesses. 	12 September 2018
Placements for looked after children	<ul style="list-style-type: none"> • Understand the profile of looked after children in Shropshire, and gain insight into the needs of the most complex children that we look after. • Learn about the private residential care market, and challenges the council faces when purchasing private residential care. • Understand the proposed model of residential care for Shropshire Council's most complex looked-after children. • Scrutinise these proposals to ensure that they are right solution for our looked after children. 	11 July 2018

Title	Objectives	Reporting date
Community Transport	TBA	TBA
Local Joint Committees	<ul style="list-style-type: none"> • To review the current design and delivery of the LJC's and use the evidence gathered to make a recommendation on whether they should continue or not. <ul style="list-style-type: none"> ○ If the recommendation is to continue, make further recommendations on the future design and delivery of the LJC's ○ If the recommendation is to cease, to design the withdrawal of the LJC's without undue impact on Shropshire Council members, town and parish councils, co-opted members or local residents. • To recommend how Shropshire Council should be working with partners, specifically town and parish councils to enable shared engagement, communications, accountability and governance within communities. 	13 June 2018

Title	Objectives	Reporting date
Financial Strategy and Innovation and Income Generation	<ul style="list-style-type: none"> • To understand the process and activity stages required to develop the Financial Strategy 2018/19 to 2020/21. • To understand the factors contributing to the funding gaps including the additional pressures identified through the growth modelling exercise. • To consider and scrutinise the proposals and emerging plans aligned to the four pillars of the approach that are being developed. • To consider the direct and indirect impacts of proposals on service delivery across the Council. • To be able to complete specific pieces of work to identify and work up alternatives to emerging plans, including the feasibility of the alternative proposals. • To provide a mechanism to engage with communities, partners and providers. • To understand any possible risks and impacts on the Council's finances and the ability to deliver a balanced budget in future years. • Make evidence based recommendations and alternative proposals for future budget setting. 	TBA

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