



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

Date: Friday, 25 January 2019

**Committee:
Communities Overview Committee**

Date: Monday, 4 February 2019

Time: 10.00 am

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 Last Meeting (Pages 1 - 4)

To confirm the minutes of the Communities Overview Committee meeting held on 26 November 2018, attached.

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 10.00 am on Friday 1 February 2019

5 Member Question Time

To receive any questions of which members of the Council have given notice. Deadline for notification for this meeting is 10.00 am on Friday 1 February 2019.

6 Burial Capacity In Shropshire (Pages 5 - 10)

To receive an update on work to secure adequate burial space in Shropshire, report attached

Contact: Mark Foxall, Bereavement Services Manager, 01743 255936

7 Engaging Diverse Communities

To agree a terms of reference and work programme to devise a strategy for engaging with the diverse communities of the County and use this work to inform a report by the Chief Executive, *report to follow*.

Contact: Tom Dodds, Information, Intelligence and Insight Manager, tel 01743 258518

8 Work Programme (Pages 11 - 32)



Communities
Overview Committee

4 February 2018

10.00 am

Item

Public

**MINUTES OF THE COMMUNITIES OVERVIEW COMMITTEE MEETING HELD ON
26 NOVEMBER 2018
10.00 - 11.35 AM**

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, Roger Hughes,
Vivienne Parry, Keith Roberts, Roy Aldcroft (Substitute) (substitute for Tina Woodward)
and David Evans (Substitute) (substitute for Leslie Winwood)

27 Apologies for absence and substitutions

Apologies were received from Councillors Les Winwood and Tina Woodward. Councillor David Evans substituted for Councillor Winwood and Councillor Roy Aldcroft substituted for Councillor Woodward.

28 Disclosable Pecuniary Interests

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.

29 Minutes of the last meeting

Minutes of the meeting held on 10 September 2018 were confirmed as a correct record.

In relation to Minute Number 25 (Burial Capacity within Shropshire) Councillor David Evans explained that Craven Arms Parish Council had not responded to the survey and Councillor Viv Parry reported that Ludlow Town Council were also looking at this issue. The Chairman reminded the Committee that it had been agreed to revisit the issue at a future meeting.

30 Public Question Time

There were no public questions.

31 Member Question Time

There were no Member questions.

32 Emergency Planning

The Chair reported that the Committee had requested an item on Emergency Planning and a briefing note had been received (copy attached to the signed Minutes). Lianne Deathridge, Emergency Planning Manager gave a presentation (copy of slides attached to signed Minutes) which covered the following areas:

- Shropshire Council's Emergency Planning Unit
- Civil Contingencies Act 2005
- Definition of an Emergency
- West Mercia Local Resilience Forum
- National Risk Register
- West Mercia Risk Register
- West Mercia Community Risk Register 'Top 8'
- Shropshire & Telford Tactical Coordinating Group Local Risk Register
- Recent Emergencies
- Declaration of an Emergency
- Incident response
- Community Resilience and case studies

The Emergency Planning Manager drew attention to Shropshire Council's Emergency Planning Unit and the key piece of legislation, the Civil Contingencies Act 2005 that the Emergency Planning team work to. She touched on the definition of an emergency and informed the Committee of the West Mercia Local Resilience Forum structure (LRF) which was headed up by the Chief Officer Group chaired by the Chief Constable of West Mercia Police. She explained that the priorities and strategic aims of the West Mercia Local Resilience Forum were signed off by the Chief Officer Group which met twice a year.

In response to a query about what would happen if, for example, the bridge at Ironbridge began to fall into the river, the Emergency Planning Manager explained that Telford and Wrekin Council had a monitoring system in place and that in the event that the bridge began to fall into the river, their Emergency Plan would be activated and she would be asked to arrange a tactical co-ordination meeting with all relevant partners eg blue light, health, environment etc and the plan would be put into place. In response to a query the Emergency Planning Manager reported that it would take about 30 minutes to disseminate the automated telephone message and set up a teleconference for all key people to get a better picture of what happened at the scene. She went on to explained that the residents at Ironbridge were fully aware of the risks and would get a similar message. The biggest concern however was for tourists who were not aware of the risks.

The Emergency Planning Manager reported that an exercise had been undertaken two years ago with the voluntary sector to test the search and rescue plan which had been a very good learning curve.

In response to a query, the Emergency Planning Manager explained that Shropshire had a very good relationship with the Military who were notified in the same way as other key

organisations. She also confirmed that mobile telephone companies were involved and should be able to send messages to all telephones in a particular area, although she did not think that this had ever been activated.

In response to a query, the Emergency Planning Manager explained that for any multi-agency incident a statement would be drafted by the chair of the Tactical Coordinating Group and sent to all responding agencies to agree.

The Emergency Planning Manager drew attention to the National Risk Register of Civil Emergencies and the West Mercia Community Risk Register which contained the Top 8 Risks. She explained that there was a Lead Officer for each risk and that each risk was reviewed and updated as necessary. She went on to draw attention to the Shropshire and Telford Tactical Coordinating Group's Local Risk Register for Shropshire.

In response to a query in relation to what would happen if all communications were lost due to eg a solar flare, the Emergency Planning Manager confirmed that the Resilient Telecommunications Group would have a plan, but she would check on this.

The Emergency Planning Manager informed the Committee that the Fess Vehicle was deployed through the Fire Service and was used to distribute food and refreshments etc. It was kept at St Michael Street Fire Headquarters.

Finally, the Emergency Planning Manager briefly touched on Community Resilience and the work being done in Wem and Ludlow in order to get communities to understand their risks and how resilient they were.

In response to a query about whether a document was available setting out the role of elected members etc, the Emergency Planning Manager agreed to let Members have sight of a document that she wished to roll out for comments and feedback.

It was agreed that a Member Training Session be organised in order to raise awareness amongst Members.

The Chairman thanked the Emergency Planning Manager for her very informative presentation.

33 Work Programme

The Committee considered its proposed future work programme (copy attached to the signed Minutes).

The Statutory Scrutiny Officer circulated details of a Motion agreed at Council on 20 September 2018 (copy attached to the signed Minutes) in relation to Engaging Diverse Communities. He confirmed that he had discussed this with the Chairman and the Director of Place to understand the scope for this piece of work and it was confirmed that it was within the scope of this committee's Terms of Reference to take the issue forward. Consideration had been given to a joint piece of work with the Place Overview Committee, but it was felt that this would take too much time and that it was best led through this committee.

A brief discussion ensued in relation to the scope of the Terms of Reference for this piece of work which was a broad, far reaching area to focus in on. Consideration was given as

to whether this work should be carried out by the whole committee or a task and finish group. The Statutory Scrutiny Officer agreed to check how binding the motion was and as it was such a big area with no timescale prescribed, he felt that these topics could be the Committee's workplan for the next 12 months or could be delivered by a Task and Finish Group throughout the year.

As Members had only just had a chance to look at this issue, the Chair proposed that she sit down with the Statutory Scrutiny Officer and the Director of Place in order to break it down into more coherent bite size chunks and bring it back to the next meeting in January. It was requested that the draft Terms of Reference not be shared until a definitive plan was in place.

It was agreed to push the Public Rights of Way presentation and the Community Safety Strategy back to March and to look again at the burial programme on the 28 January.

Signed (Chairman)

Date:



<u>Committee and date</u>	<u>Item No</u>
Communities Overview Committee	
4 th February 2019	Public

Burial capacity within Shropshire

Responsible Officer

Mark Foxall, Bereavement Services Manager

mark.foxall@shropshire.gov.uk

01743 255936

1. Summary

Bereavement Services last reported to the Communities Overview Committee on burial capacity within Shropshire in September 2018. The committee has requested an update on progress made since on the various actions required. This report provides the current position.

2. Recommendation

That Overview Committee consider the report on progress made and current position and identify any future course of action or work programme required.

3. Opportunities and risks

Elements of the bereavement service are statutory and the council charges for the majority of bereavement services provided. Constant demand exists for the service. The bereavement service is exposed to minor operational and legislative risk.

4. Financial Assessment

The council retain burial fees generated from the sale of the exclusive right of burial and interment fees at council occupied cemeteries. Burial fee income to the council has increased by in region of £30k during 2018 calendar year compared to 2017 on account of new burial space being identified and used at Longden Road cemetery.

Capital monies will be required to develop new cemetery provision where capacity is identified as being required, 1, in the wider Minsterley area and 2, for Shrewsbury. The plan for the wider Minsterley area is to develop on council owned land adjoining Church Pulverbatch cemetery, the capital cost has not yet been fully assessed but it is considered to be a small-scale project.

The development cost for a new cemetery for Shrewsbury is unknown at present. The largest component of future development cost is likely to be for land acquisition

if suitable land cannot be found from within the council's owned estate. The size of cemetery developed will be a factor in the total development costs.

REPORT

5. Update on progress made since September 2018

The committee had agreed to revisit the bereavement service area again in September 2019, therefore this review is earlier than anticipated. The committee wished to see progress made on the following actions; to prompt Parish & Town Council's again to respond to the previously issued survey and to clarify and standardise the burial offer for other faiths.

Since September 2018 a small number of further replies have trickled in from councils that had not previously replied. A further direct approach has been made to Broseley Town Council as it has sought information from bereavement services with regard to a proposal it has to extend its cemetery. Further prompt for response to the survey will be made to other councils when good opportunities arise and it is proposed to repeat the survey in Spring 2019 to councils that did not respond previously.

In order to standardise and normalise the burial offer to other faith groups it has been necessary first of all to bring on line further burial capacity at cemetery where space was limited. Once this work is concluded it would be appropriate to consider reviewing the current policy of selling graves at point of need only.

Since September 2018, the priority for the bereavement service has been to bring further burial capacity on line at certain cemeteries to ensure burials can still be offered. The table below summarises the previous position and updates on the progress made.

Table 1. Previous position, actions and progress

Cemetery/ Occupier	Position at mid - September 2018	Position at mid - January 2019
Longden Road	95 unused and created graves.	16 adult and 1 minor (half plot) new graves purchased since mid-September 2018.
New section (Shrewsbury General Cemetery) SC	Space for 200 graves to be created later this year. Space for 300 further graves to be developed in due course prior to need. Capacity estimated to last	Space for around 200 new graves has been created in Extensions 16, 17, between extension 9 & 10 and between extension 12 & 13. Space for 200 further

	c10 years.	graves will be created later this year at the northern most side near to the newest entrance although it will be some years before this area is required for burial.
Longden Road Old section (SGC) SC	Not calculated. Limited space exists in small lawned areas around chapel to be viewed as emergency capacity only. Capacity unknown	The partnership with Caring for God's Acre continues to strengthen. Volunteer work party days take place fortnightly usually comprising around 10 volunteers who help maintain this part of the cemetery for wildlife/historic value. Some small areas have been identified for further investigation to see if space exists.
Church Pulverbatch SC	55 Note – proposal is to extended cemetery onto adjoining SC land. Current capacity estimated to last c25 years. Extension possible to create 100 years plus capacity.	New fencing to denote the extent of the boundary of the council's land was completed in January. A new access gate has been installed to provide access for plant to develop the next phase of this cemetery, a new gate also provides improved access for the ROW network.
Minsterley SC	9 Adjoining landowners have been approached to sell land, no interest at present. Capacity estimated to last c1-3 years.	5 small Hawthorn trees are earmarked for removal from near the western boundary to create c25 new burial spaces.
New cemetery	Not applicable	Bereavement Services has met with Estates twice in January. Two sites are under initial review for potential cemetery development.

Further Explanation to Table 1.

37 new graves were purchased in total across all Shropshire Council cemetery during 2018 calendar year and a further 137 'reopens' for 2nd or 3rd interments took place.

Longden Road Cemetery - New section - The council's estates surveyors section had no plans of the cemetery. The lack of plans hindered the identification of usable space as the location of services/utilities within the cemetery could not be identified.

Historic plans held at the archive library have recently been located and viewed and are aiding identification of future burial areas.

Trees have been removed from the central bed between extension 9 & 10 (new extension 28) this has created 68 new grave spaces. A trial grave has been dug in this area and identified it to be fit for purpose, suitable for double depth graves and free of services/utilities. The central bed between extension 12 & 13 (new extension 27) will provide 96 new grave spaces. Works to create burial space in the areas between the entrance gates and the round-a-bout area will commence this year, this will create around 200 new graves. It is appropriate to allow the ground to settle after works are carried out before any interments.

Longden Road Cemetery - Old section - The Friends of Longden Road Cemetery in collaboration with the charity Caring for Gods Acre continues to be a productive partnership, generating around 200 volunteer days within the cemetery, with a value of around £30k annually. The friends group is promoted locally and via social media.

CfGA has recently been awarded heritage lottery funding for a project called the beautiful burial ground. This funding has enabled the purchase of mapping software and support which has been used to map out the old section of the cemetery. The mapping will prove a useful resource and has revealed that some very small areas of the old cemetery may have new burial space available, these are to be investigated further.

Minor refresh works continue to take place throughout both the new and old parts of the cemetery and buildings to assist in maintaining a dignified and appropriate appearance.

Emstrey - Any activity here requires the agreement of Dignity, no new graves have been sold at Emstrey since September 2018.

Church Pulverbatch - The land for this cemetery was purchased in the 1950's although only around a quarter of this land was initially developed and utilised as cemetery. Since the 1950's and progressively over time a number of boundary features had become diminished or lost. Earlier this year new fencing was erected to denote and secure the boundaries and works are now ongoing to develop the next phase of this cemetery. An area sufficient to meet the need for the Church

Pulverbatch and Minsterley communities for around 30 years is set to be developed in the coming months and an area will be left un-consecrated for non-Christian burial. Minsterley is some 5 miles distant from Church Pulverbatch.

Minsterley - Discussion with owners of land adjoining the existing cemetery has not yielded any interest in selling land to extend this cemetery. Some small trees are due to be removed from the cemetery on the western side and this will create around 25 new burial spaces. The proposal to develop Church Pulverbatch cemetery is to also meet the need for the Minsterley community, around 5 miles distant. Significant space also exists at Westbury cemetery, around 4 miles distant, thereby giving Minsterley residents choice.

New cemetery - Two sites in the Shrewsbury region have been identified by estates department for further investigation. These sites are to be reviewed further in due course.

Other actions taken and progress made

The council's ground maintenance provider has been instructed to refocus its resource to those cemeteries that are being used for burials. This resource should enable an improved appearance at these cemeteries.

At the suggestion of the local member I visited the Saulton Long barrow near Wem, the visit was informative and a positive relationship made with the owner.

Some further links have been made with local clergy and funeral directors.

6. Conclusion

Since September 2018 reasonable progress has been made to ensure the bereavement service can bring on line necessary burial capacity through the works at Longden Road, Church Pulverbatch and Minsterley cemeteries with the additional benefit that this brings increased revenue for the council.

Once this capacity is available it would be opportune to review policies regarding how graves are sold, for instance at the point of need or in advance and to formalise the offer for other faith groups.

Spring 2019 would be an opportune time to prompt again councils that did not respond to the council's initial survey.

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

Bereavement Services Report to Communities Overview Committee – item 6 - 10th September 2018.

Cabinet Member (Portfolio Holder)

Cllr Lee Chapman, Portfolio Holder for Adult Services, Health and Social Housing

Local Member

All

Conflicts of interest declared by members

Appendices



Communities Overview
Committee

4 February 2019

Overview and Scrutiny Work Programme 2018 – 2019

Responsible officer

Tom Dodds, Statutory Scrutiny Officer

tom.dodds@shropshire.gov.uk

[01743 258518](tel:01743258518)

1.0 Summary

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

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

2.0 Recommendations

2.1 Committee members to:

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

3.0 Background

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

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

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

4.0 Next steps

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

contribute to its development at each committee meeting.

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)

All

Local Member

All

Appendices

Overview and scrutiny work programme

Overview and scrutiny task and finish groups

Appendix 1
Overview and Scrutiny work programme 2018 to 2019

Performance Management Scrutiny Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Financial Strategy Task and Finish Group final report	<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.	6 Feb 2019
Meeting Housing Need	<ul style="list-style-type: none"> • To scrutinise proposals to meet housing need in the county, in particular the three key decisions areas of: <ul style="list-style-type: none"> ○ strategic aims ○ development scope and ambition ○ governance 	task and finish group report	Director of Place	Proposals have political backing for their scope, aim and governance.	6 Feb 2019

Performance Management Scrutiny Committee

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

Performance Management Scrutiny Committee

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

Performance Management Scrutiny Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Corporate Peer Challenge Report and Action Plan	<ul style="list-style-type: none"> 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.	TBA
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.	TBA

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Communities Overview Committee

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

Communities Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Burial capacity	<ul style="list-style-type: none"> To receive an update on work to secure adequate burial space in Shropshire 	committee overview report	TBA	Ensure adequate burial space in Shropshire.	28 Jan 2019
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.	18 Mar 2019
Public rights of way	<ul style="list-style-type: none"> Understand the value of public rights of way Scrutinise how rights of way are determined, maintained, protected and adjusted 	presentation to committee			18 Mar 2019
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. 	topic briefing note committee overview report presentation to committee	TBA	Ensure that community hubs effectively meet the needs of Shropshire people.	18 March 2019

Communities Overview Committee

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

Health and Social Care Scrutiny Committee

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

Health and Social Care Scrutiny Committee

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

Health and Social Care Scrutiny Committee

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

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People Overview Committee

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

People Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Progress and impact of the delivery of the Ofsted Action Plan	<ul style="list-style-type: none"> 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.	20 Feb 2019
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 Safeguarding	Assurance that Shropshire Council is delivering better outcomes for looked after children and care leavers.	20 Feb 2019
Shropshire Adults Board Annual Report	<ul style="list-style-type: none"> Provide an overview of the Safeguarding Adults Board's work during the previous year. Scrutinise changes to governance arrangements for the Safeguarding Children Board and Safeguarding Adults Board. 	Shropshire Safeguarding Adults Board Annual Report	Independent Chair, Safeguarding Adults Board	Contribute to developing governance arrangements for safeguarding in Shropshire.	27 Mar 2019

People Overview Committee

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

People Overview Committee

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

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Future topics for consideration include:

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

Place Overview Committee

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

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

Place Overview Committee

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

Place Overview Committee

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

Place Overview Committee

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

opics for consideration include:

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

WSP annual report (October)

Future t

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Appendix 2

Current and proposed task and finish groups

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

Title	Objectives	Next reporting
Community Transport	<ul style="list-style-type: none"> • To understand how community transport operates in Shropshire, and the demand for community transport services. • 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. 	Communities Overview Committee May 2019
Engaging Diverse Communities	<ul style="list-style-type: none"> • To review and propose the scope of Place Plans including their geography and subject areas • To propose options to ensure Place Plans are developed from the bottom-up • To understand how rural enterprise features in our procurement / commissioning processes. • To proposed opportunities to engage with Strategic Levels within the Council and partners in Place Planning • To engage with Town and Parish Councils on options to reset their relationship with Shropshire Council • To identify appropriate and effective mechanisms to communicate with and engage with diverse communities that can be used to inform co-design and collaboration on a range of matters • Make evidence based recommendations 	Communities Overview Committee February 2019
Brexit	<ul style="list-style-type: none"> • To consider the information brought together to develop a view for Shropshire of the possible implications of BREXIT for the Shropshire economy and the achievement of the Economic Growth Strategy. • To identify, with the relevant officers, the key evidence and related requirements of what Shropshire would require from a future UK funding approach. • To make evidence based recommendations to Cabinet. 	Performance Management Scrutiny Committee TBA

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