



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

Date: Tuesday, 28 May 2019

**Committee:**  
**Performance Management Scrutiny Committee**

**Date:** Wednesday, 5 June 2019  
**Time:** 2.00 pm  
**Venue:** Shrewsbury/Oswestry Room, Shirehall, Abbey Foregate, Shrewsbury,  
Shropshire, SY2 6ND

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

Claire Porter  
Director of Legal and Democratic Services

**Members of Performance Management Scrutiny Committee**

Claire Wild (Chair)	Alan Mosley
Joyce Barrow	Cecilia Motley
Karen Calder	Peggy Mullock
Roger Evans	Dave Tremellen
Hannah Fraser	Leslie Winwood

Your Committee Officer is:

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

# AGENDA

**1 Election of Chairman**

**2 Apologies for Absence and Substitutions**

**3 Appointment of Vice- Chairman**

**4 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.

**5 Minutes of the meeting held on 6th February 2019 and 6th March 2019**

To consider the Minutes of the Performance Management Scrutiny Committee meetings held on 6<sup>th</sup> February 2019 and 6<sup>th</sup> March 2019. To follow.

**6 Public Question Time**

To receive any questions, statements or petitions from the public of which members of the public have given notice. Deadline for notification for this meeting is 2pm on Tuesday 4<sup>th</sup> June 2019.

**7 Member Question Time**

To receive any questions of which members of the Council have given notice. Deadline for notification for this meeting is 4.30pm on Friday 31<sup>st</sup> May 2019.

**8 Digital Transformation Programme Update**

To receive a verbal update from the Director of Workforce and Development on the progress of the Digital Transformation Programme.

Contact: Michele Leith, tel 01743 254402

**9 Business World Implementation**

To receive a presentation on the implementation of the Business World System

Contact: James Walton, Director of Finance Governance and Assurance. Tel 01743 258915

**10 Review of Parking Strategy**

To review the implementation of the Council's Parking Strategy.

Contact: Steve Brown, Interim Head of Infrastructure and Communities Tel 07990 085581

**11 Financial Strategy 2019/20 Task and Finish Group**

To consider the establishment of a Financial Strategy 2019/20 Task and Finish Group. Terms of Reference to follow.

Contact Tom Dodds, Scrutiny Officer Tel 01743 258518

**12 Overview and Scrutiny Work Programme 2018/19 (Pages 1 - 18)**

To consider the work programme of the Committee.

Contact: Danial Webb, Scrutiny Officer Tel 01743 258509

**13 Date/Time of next meeting of the Committee**

The Committee is scheduled to next meet at 2pm on Wednesday 9<sup>th</sup> July 2019.

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<u>Committee</u>	<u>Public</u>
Performance Management Scrutiny Committee	
5 <sup>th</sup> June 2019	

## Overview and Scrutiny Work Programme 2018 – 2019

### Responsible officer

Tom Dodds, Statutory Scrutiny Officer

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

[01743 258518](tel: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 Overview and scrutiny members to:

- confirm the proposed work programme attached as **appendices 1 and 2**
- suggest changes to the work programme
- recommend other topics to consider
- agree lead committees for topics relevant to more than one committee and
- approve proposed joint working.

### 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**.

3.3 To carry out cross-committee work, or look at topics in more depth, 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**.

#### **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.

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

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

**Performance Management Scrutiny Committee**

<b>Topic</b>	<b>Intended outcomes or objectives</b>	<b>What output is required?</b>	<b>Who needs to be heard from?</b>	<b>Expected impact or added value</b>	<b>Work date</b>
Review of parking strategy	<ul style="list-style-type: none"> <li>Scrutinise the implementation of the council's parking strategy</li> </ul>	Committee overview report and presentation	Highways, Transport and Environment Commissioning Manager	Parking policy that meets the needs of residents, businesses and visitors.	5 June 2019
Business World Implementation	<ul style="list-style-type: none"> <li>To understand the issues that have been reported with the payment of invoices since Business World went live, the learning that has taken place and the actions taken to address the issues.</li> </ul>	Committee overview report and presentation	Director of Finance, Governance and Assurance	Ensuring that the learning has been taken and applied to avoid the issues occurring in the future	5 June 2019
Asset management strategy	<ul style="list-style-type: none"> <li>To receive an update on work to produce an updated asset management strategy.</li> </ul>	Committee overview report and presentation	Director of Place	Shropshire Council makes best use of its assets, in line with its corporate objectives.	10 July 2019
Update of roadworks and street works task and finish group	<ul style="list-style-type: none"> <li>To scrutinise progress against the recommendations of the roadworks and street works task and finish group</li> </ul>	committee overview report	Highways, Transport and Environment Commissioning Manager	Greater public satisfaction with the process of carrying out roadworks and street works.	10 July 2019

## Performance Management Scrutiny Committee

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

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## Communities Overview Committee

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
Public rights of way	<ul style="list-style-type: none"> <li>Analyse the service's future maintenance obligations</li> <li>Scrutinise the service's proposals for future income generation.</li> </ul>	<p>presentation to committee</p> <p>Great Outdoors Strategy</p>	Shropshire Great Outdoors team	Service is adequately supported so that it is effective in maintaining public rights of way.	22 July 2019
Digital Transformation Programme	<ul style="list-style-type: none"> <li>Understand how the programme is improving the council's service to its customers.</li> </ul>	Committee overview report	Technology and Communications Manager		16 Sep 2019



**Communities Overview Committee**

<b>Topic</b>	<b>Intended outcomes or objectives</b>	<b>What output is required?</b>	<b>Who needs to be heard from?</b>	<b>Expected impact or added value</b>	<b>Work date</b>
Food poverty	<ul style="list-style-type: none"> <li>To receive a briefing on the nature of food poverty in Shropshire.</li> <li>To scrutinise how the council works with its partners to tackle food poverty.</li> </ul>	Committee overview report		Shropshire Council is better placed to work with partners to tackle food poverty.	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
Ambulance services  (with pre-meeting briefing session)	<ul style="list-style-type: none"> <li>Understand how the service handles the most serious calls and the service's heaviest users.</li> <li>Scrutinise how the service uses response times to deliver an effective service.</li> <li>Provide feedback on a planned visit to the West Midlands Ambulance Service</li> </ul>	Map of public defibrillators in Shropshire  directory of ownership and maintenance  WMAS performance data and quality accounts  Future Fit travel and transport analysis	Shropshire Clinical Commissioning Group	Ensure that Shropshire residents receive a responsive and effective ambulance service.	20 May 2019
Shropshire Adults Board Annual Report	<ul style="list-style-type: none"> <li>Provide an overview of the Safeguarding Adults Board's work during the previous year.</li> <li>Scrutinise changes to governance arrangements for the Safeguarding Children Board and Safeguarding Adults Board.</li> </ul>	Shropshire Safeguarding Adults Board Annual Report	Independent Chair, Safeguarding Adults Board	Contribute to developing governance arrangements for safeguarding in Shropshire.	20 May 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
Better Care and Improved Better Care funds	<ul style="list-style-type: none"> <li>Consider the Improved Better Care Fund and its implications for Shropshire people.</li> <li>Understand the outcomes of the fund and whether these have been achieved.</li> </ul>	<p>committee overview report</p> <p>presentation to committee</p>	Director, Adult Services	<p>Ensure good outcomes of the funds.</p> <p>POSTPONE until ongoing funding situation is confirmed.</p>	15 July 2019
Regulatory services	<ul style="list-style-type: none"> <li>Understand how the council's regulatory services contribute to the health and wellbeing of Shropshire's communities</li> </ul>	<p>committee overview report</p> <p>presentation to committee</p>	Director of Public Health		15 July 2019
Review of 111 commissioning	<ul style="list-style-type: none"> <li>Scrutinise progress in delivering the new arrangements for 111 services in Shropshire.</li> <li>Understand how cross-border arrangements are working.</li> </ul>	<p>committee overview report</p> <p>presentation to committee</p>	Shropshire Clinical Commissioning Group	Provide assurance that new arrangements are working well.	15 July 2019
Delivering Public Health Outcomes	<ul style="list-style-type: none"> <li>To understand how the Public Health outcomes are being delivered</li> </ul>	<p>committee overview report</p> <p>presentation to committee</p>	Director of Public Health		Sept 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
Mental Health	Understand the level of funding and the services that are commissioned in Shropshire and for Shropshire people, and the plans for the future.				
Keeping Adults Safe in Shropshire Board Report	To receive the report and identify any topics for further consideration. To meet jointly with People Overview				

### Joint HOSC topics

- Be 4 U (CAMHS)
- Future Fit update
- Midwife Led Unit Review – including on the ground delivery in communities
- Cardiology
- Boarding at SaTH

### 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
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**People Overview Committee**

<b>Topic</b>	<b>Intended outcomes or objectives</b>	<b>What output is required?</b>	<b>Who needs to be heard from?</b>	<b>Expected impact or added value</b>	<b>Work date</b>
Empty Homes	<ul style="list-style-type: none"> <li>Understand the extent and impact of empty homes in Shropshire.</li> <li>Scrutinise work to minimise the number of empty homes in Shropshire.</li> </ul>	Presentation and overview report	Service Manager, Regulatory Services	Provide assurance that the council minimises the number of empty homes in Shropshire, and mitigates the impact of any homes that remain empty.	5 June 2019
Warmer Homes	<ul style="list-style-type: none"> <li>To receive proposals for pilot projects to reduce fuel poverty in Shropshire</li> </ul>	Background report and presentation	Director, Adult Services	Reduced fuel poverty in Shropshire	5 June 2019
SEND inspection preparation	<ul style="list-style-type: none"> <li>Scrutinise preparations for future inspection of services for SEND children.</li> </ul>	Background report and presentation	Director, Children's Services	Ensure that the council has made good preparations for any future service inspection.	5 June 2019
SEN support in specialist school hubs	<ul style="list-style-type: none"> <li>Understand how children with special educational needs are supported in specialist support hubs.</li> <li>Understand how the hubs will work in conjunction with mainstream schools</li> </ul>	Background report and presentation	Director, Children's Services	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
Social worker recruitment and retention	<ul style="list-style-type: none"> <li>Scrutinise the council's work to recruit and retain social workers.</li> </ul>	Background report and presentation	Director, Children's Services	Shropshire Council recruits and retains well-trained social workers.	17 July 2019
School improvement	<ul style="list-style-type: none"> <li>Scrutinise the impact of changes to Shropshire Council's education improvement service.</li> </ul>	overview report presentation	Director, Children's Services	Monitor the impact of changes to the service and make any recommendations for change.	17 July 2019
Children's services performance dashboard	<ul style="list-style-type: none"> <li>Scrutinise safeguarding and early help performance.</li> <li>Identify any specific patterns or changes which need to be looked at in detail.</li> </ul>	overview report presentation	Director, Children's Services	Ensure that Shropshire Council is targeting support where needed to improve safeguarding.	18 Sep 2019
Homepoint		overview report presentation	Director, Children's Services		18 Sep 2019

Future topics for consideration include:

- 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

- Post-16 transport assistance

### 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
North West Relief Road	<ul style="list-style-type: none"> <li>• Scrutinise the proposed governance arrangements for the construction of the proposed Shrewsbury north-west relief road.</li> </ul>	Overview report	Highways, Transport and Environment Commissioning Manager	Governance arrangements for the project are robust and effectively support the project.	5 June 2019
Review of policy on signs, boards and banners	<ul style="list-style-type: none"> <li>• To scrutinise a planned consultation on A boards and its findings</li> <li>• To make recommendations on future policy in light of any consultation findings.</li> </ul>	Overview report	Highways, Transport and Environment Commissioning Manager	The policies balance the needs for businesses to advertise their businesses with maximising footpath accessibility.	18 Jul 2019
Support for small and medium enterprises	<ul style="list-style-type: none"> <li>• Understand how the local authority aligns its services to support small and medium enterprises looking to set up or locate to Shropshire, following a recommendation from the committee in November 2018.</li> </ul>	Overview report	Head of Economic Growth	Provide recommendations to strengthen the council's support for small and medium enterprises.	18 Jul 2019

**Place Overview Committee**

Highways winter service plan	<ul style="list-style-type: none"> <li>Understand the lesson learned from the previous winter maintenance plan.</li> <li>Scrutinise planning for the winter period 2019-2020.</li> </ul>	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.	18 Jul 2019
WSP and Kier annual reports	<ul style="list-style-type: none"> <li>Scrutinise performance of our highways delivery partnerships</li> </ul>	Annual report	Highways, Transport and Environment Commissioning Manager		5 Sep 2019
Local Economic Partnership	<ul style="list-style-type: none"> <li>Scrutinise the council's relationship with the local economic partnership</li> </ul>	Overview report	Head of Economic Growth		5 Sep 2019
Local Transport Plan	<ul style="list-style-type: none"> <li>Consider the development of the new Local Transport Plan and how it relates to the delivery of the council's priorities.</li> </ul>	overview report presentation	Head of Commissioning	Contribute to development of Local Transport Plan.  Provide assurance that the plan contributes to housing and economic growth plans	TBA



## **Place Overview Committee**

Topics for consideration include:

- Rural exception site grants
- Local housing company
- Communicating Highways works and repairs (September 2019)

**Appendix 2****Current and proposed task and finish groups**

Title	Objectives	Next reporting
Financial Strategy and Innovation and Income Generation	<ul style="list-style-type: none"> <li>• To understand the process and activity stages for developing the Financial Strategy 2018/19 to 2022/23 and how these translate into the Council's annual budgets</li> <li>• To consider and scrutinise the proposals and emerging plans for the whole Financial Strategy and 2019/20 budget, including how they align to the four pillars. This will be through their development and their implementation, in particular for innovation and raising income.</li> <li>• To consider the alignment of the Financial Strategy and the new Corporate Plan being developed autumn 2018.</li> <li>• To consider the recommendations and areas for action identified in the Corporate Peer Challenge report relating to the Financial Strategy, and how they are being addressed.</li> <li>• To consider the direct and indirect impacts, including risks, of 2019/20 Budget proposals on current services and customers.</li> <li>• To complete specific pieces of work to identify and work up alternatives to emerging plans, including the feasibility of any alternative proposals</li> <li>• Make evidence based recommendations in relation to plans and approaches for innovation and income generation, and alternative proposals for future budget setting.</li> </ul>	Performance Management Scrutiny Committee

Title	Objectives	Next reporting
Road casualty reduction	<ul style="list-style-type: none"> <li>• Understand the nature of all road traffic collisions in Shropshire</li> <li>• Understand the impact of road traffic collisions</li> <li>• Understand feelings of safety when walking and cycling</li> <li>• Scrutinise how West Mercia Police and Shropshire Council work together to reduce road traffic collisions</li> <li>• Scrutinise different ways to reduce road traffic collisions, including</li> </ul>	Place Overview Committee July 2019
Community Transport	<ul style="list-style-type: none"> <li>• To understand how community transport operates in Shropshire, and the demand for community transport services.</li> <li>• Identify how the community transport groups, the council, and other partners can work together to provide community transport to people in Shropshire who do not have access to public or private transport.</li> </ul>	Communities Overview Committee July 2019
Engaging Diverse Communities	<ul style="list-style-type: none"> <li>• To review and propose the scope of Place Plans including their geography and subject areas</li> <li>• To propose options to ensure Place Plans are developed from the bottom-up</li> <li>• To understand how rural enterprise features in our procurement / commissioning processes.</li> <li>• To proposed opportunities to engage with Strategic Levels within the Council and partners in Place Planning</li> <li>• To engage with Town and Parish Councils on options to reset their relationship with Shropshire Council</li> <li>• To identify appropriate and effective mechanisms to communicate with and engage with diverse communities that can be used to inform co-design and collaboration on a range of matters</li> <li>• Make evidence based recommendations</li> </ul>	Communities Overview Committee TBA

Title	Objectives	Next reporting
Brexit	<ul style="list-style-type: none"> <li>• To consider the information brought together to develop a view for Shropshire of the possible implications of BREXIT for the Shropshire economy and the achievement of the Economic Growth Strategy.</li> <li>• To identify, with the relevant officers, the key evidence and related requirements of what Shropshire would require from a future UK funding approach.</li> <li>• To make evidence based recommendations to Cabinet.</li> </ul>	Performance Management Scrutiny Committee July 2019
Section 106 and Community Infrastructure Levy	<ul style="list-style-type: none"> <li>• To understand how Shropshire Council currently uses Section 106, CIL and NHB and the impact that this has had</li> <li>• To understand how Section 106, CIL and NHB could be used in Shropshire to enable or encourage projects or initiatives for economic growth and prosperity</li> <li>• To learn from other places how they have used Section 106, CIL and NHB to enable or encourage projects or initiatives for economic growth and prosperity</li> <li>• To make evidence based recommendations on how Section 106, CIL and NHB could be used in Shropshire to enable or encourage projects or initiatives for economic growth and prosperity</li> </ul>	Performance Management Scrutiny July 2019
Climate Change	<ul style="list-style-type: none"> <li>• To review Shropshire Council's existing work to reduce its CO<sup>2</sup>e output.</li> <li>• To scrutinise existing council policy and practice and recommend policy changes that would support further carbon reduction.</li> <li>• To identify and evaluate opportunities to reduce spending and generate income by adopting low-carbon technology and practices.</li> </ul>	Place Overview Committee September 2019

Title	Objectives	Next reporting
Youth Work	<ul style="list-style-type: none"> <li>• To understand different models of providing Youth Services in a place like Shropshire.</li> <li>• To review information and evidence of need and demand for youth work in Shropshire.</li> <li>• To engage with Town and Parish Councils and explore their thoughts on their role in youth work.</li> <li>• To identify opportunities to lever in additional resources to deliver youth work</li> <li>• To identify how the impact of youth work should be measured and reported</li> <li>• To make evidence based recommendations on the options for youth work in Shropshire.</li> </ul>	Communities Overview Committee September 2019
Dog fouling and dangerous dogs	<ul style="list-style-type: none"> <li>•</li> </ul>	

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