

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

Date: Tuesday, 28 May 2019  
:

**Committee:  
People Overview Committee**

**Date: Wednesday, 5 June 2019**  
**Time: 10.00 am**  
**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 the Committee**

Peggy Mullock (Chair)	Elliott Lynch
Kevin Turley (Vice-Chair)	Cecilia Motley
Clare Aspinall	Kevin Pardy
Christian Lea	John Price
Matt Lee	David Vasmer

**Co-opted Members (Voting):**

Carol Morgan	Diocese of Shrewsbury (RC)
Sian Lines	Diocese of Hereford (CE)
Vacancy	Parent Governor – Secondary Schools
Vacancy	Parent Governor – Primary & Special Schools

**Co-opted Members (Non-Voting):**

Mark Hignett	Voluntary and Community Sector Assembly
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**Substitute Members:**

Roy Aldcroft  
Julian Dean  
Roger Evans  
Rob Gittins

Roger Hughes  
Claire Wild  
Leslie Winwood  
Paul Wynn

Your Committee Officer is:

**Tim Ward** Committee Officer

Tel: 01743 257713

Email: [tim.ward@shropshire.gov.uk](mailto:tim.ward@shropshire.gov.uk)

# AGENDA

**1 Election of Chairman**

To elect a Chairman for the forthcoming municipal year

**2 Apologies and Substitutions**

To receive apologies for absence from Members of the Committee

**3 Appointment of Vice Chairman**

To appoint a Vice Chairman for the forthcoming municipal year

**4 Disclosable Pecuniary Interests**

Members are reminded they must not participate in the discussion or vote 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 (Pages 1 - 4)**

The minutes of the last meeting, held on the 27 March 2019, are attached for confirmation.

**6 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 10.00am on 4 June 2019

**7 Members' Question Time**

To receive any questions of which Members of the Council have given notice.

Deadline for notification: 10.00am on 4 June 2019

**8 Committee Update**

To receive updates on items not on the agenda

**9 Warmer Homes**

To receive a verbal update from the Housing Operations Manager

**10 Empty Homes (Pages 5 - 12)**

The report of the Regulatory Services Operations Manager is attached

**11 SEND inspection preparation**

Report to follow

**12 SEN support in specialist school hubs**

Report to follow

**13 Work programme (Pages 13 - 30)**

**14 Date of next Meeting**

Members are reminded that the next meeting of the People Overview Committee will be held on Wednesday 17 July 2019 at 10.00am



## PEOPLE OVERVIEW COMMITTEE

**Minutes of the meeting held on 27 March 2019**

**10.00 - 11.45 am in the Shrewsbury/Oswestry Room, Shirehall, Abbey Foregate, Shrewsbury, Shropshire, SY2 6ND**

**Responsible Officer:** Tim Ward

Email: [tim.ward@shropshire.gov.uk](mailto:tim.ward@shropshire.gov.uk) Tel: 01743 257713

### **Present**

#### Shropshire Councillors

Councillor Peggy Mullock (Chairman)

Councillors Kevin Turley (Vice-Chair), Christian Lea, Kevin Parady, John Price and Roger Evans (Substitute) (substitute for David Vasmer)

#### Co-Opted Members (Voting)

Sian Lines

### **43 Apologies and Substitutions**

43.1 Apologies for absence were received from Councillors Matt Lee, Elliot Lynch, Cecilia Motley and David Vasmer.

43.2 Councillor Roger Evans substituted for Councillor David Vasmer

### **44 Disclosable Pecuniary Interests**

44.1 There were no declarations of pecuniary interest made.

### **45 Minutes**

45.1 The minutes of the meeting held on 20<sup>th</sup> February 2019 had been circulated

45.2 RESOLVED

That the minutes of the People Overview Committee held on 20 February 2019 be approved as a true record and signed by the Chairman

### **46 Public Question Time**

46.1 There were no questions from members of the public

### **47 Members' Question Time**

47.1 There were no questions from Members

## 48 **Committee Update**

48.1 there were no updates for the Committee

## 49 **Keeping Adults Safe in Shropshire Board Annual Report**

49.1 At the request of the Chairman it was agreed that this item would be deferred to a future meeting of the Committee

## 50 **Warmer Homes**

50.1 Members received the report of the Housing Operations Manager which provided an overview of the work that the Council was undertaking to ensure that people in Shropshire live in homes that they can afford to keep warm and provided information regarding schemes that could be adopted to support this work.

50.2 The meeting received a presentation from the Housing operations Manager and the Senior Technical officer (copy attached to the signed minutes) which gave further information on current schemes and outlined further schemes which may be implemented.

50.3 In response to a query regarding the underspend in the Heatsavers budget, the Housing Operation Manager explained that the work that was undertaken was very targeted and that only a limited number of projects met the criteria which had resulted in the underspend which would be carried forward to the next years budget.

50.4 A Member commented that all new build houses should be made as energy efficient as possible.

50.5 A Member proposed that the following recommendation: -

That the Committee welcomes contributions made to help those in fuel poverty and improvements to reduce energy needs in our housing and would not wish this to be reduced in any way, and that as part of the revised local plan the Committee requests that we look at raising the insulation levels of all new builds and the installation of photo voltaic cells.

50.6 **RESOLVED**

That the Committee welcomes contributions made to help those in fuel poverty and improvements to reduce energy needs in our housing and would not wish this to be reduced in any way, and that as part of the revised local plan the Committee requests that we look at raising the insulation levels of all new builds and the installation of photo voltaic cells.

## 51 Support for Schools

- 51.1 The Chairman advised the meeting that this item had been placed on the agenda at the request of a Member who had expressed concern at the reduction in levels of support provided to School Governing Bodies.
- 51.2 A Member expressed concern that levels of support to Governing Bodies was being reduced, especially the withdrawal of clerking services just as levels of work and responsibility were increasing.
- 51.3 The Service Manager advised that the reduction in support had arisen due to the increasing number of academies and federations in the county which had led to a loss of economies of scale and concerns regarding the sustainability of the service as the traded service needed to cover its costs.
- 51.4 The Governor Support Manager advised Members that a package was being developed to cover legal compliance and the role of the Governor, and that all training and development would be offered through University Centre Shrewsbury.
- 51.5 In response to a query, the Director of Children's Services stated that it would have been possible to continue to make services available to schools on a full cost recovery basis which would include support for Clerks, but that this would make the service too expensive for schools to purchase.
- 51.6 Members thanked Officers for the update and commented that they felt more reassured about the level of support available.

## 52 School Transport

- 52.1 The meeting considered the report of the Director of Children's Services which provided them with copies of past cabinet reports regarding discretionary school and college transport.
- 52.2 The Transport Commissioning Manager reminded the meeting that at the Cabinet meeting held on 6 March it had been agreed to carry out a consultation on the following policy changes:
- To increase the lower rate contribution to 50% of the cost of the mainstream scheme from £142.50 to £437.50, maintaining the upper limit of the scheme at its current £875 pa.
  - To expand the contributions scheme to include SEND post 16 students, in line with the mainstream scheme.
  - To withdraw the Council's financial support for Nursery SEND pupil transport
- 52.3 A Member asked why 2 ESIIAs had been carried out. The Transport Commissioning Manager informed the meeting that an ESIIA had been carried out on the initial proposals and following consultations the proposals had been refined necessitating a second ESIIA on the new proposals, as contained in the report to Cabinet on 6 March

- 52.4 Several members expressed concern that parents would not be able to afford the increased costs. The Director of Children’s Services commented that the Colleges had a role to play and also had discretionary money that could be accessed in such cases.
- 52.5 A Member commented that the changes in charges would result on more people driving to college, which would cause more congestion and pollution.
- 52.6 In response to concerns regarding the proposal to introduce charging for SEND nursery pupils the Director of Children’s Services advised the meeting that as a result of more local provision of SEND education the number of pupils requiring transport had reduced. She added that Shropshire was one of the few Councils that still provided free SEND transport for nursery pupils.
- 52.7 The Portfolio Holder encouraged all Members to engage in the consultation process. It was agreed that all issues raised in the meeting would be fed into the consultation process

**53 Work Programme**

- 53.1 The meeting received the report of the Statutory Scrutiny Officer which set out the proposed work programme for Overview and Scrutiny for the forthcoming year.
- 53.2 Members were asked to advise the Chairman if there were any other topics that they wished to be covered by the Committee

**54 Date of Next Meeting**

- 54.1 Members were reminded that the next meeting of the People Overview Committee will be held on Wednesday 5 June 2019 at 10.00am

Signed ..... (Chairman)

Date: .....





## Committee and Date

People Overview Committee

5 May 2019

## Item

Public

## Empty Homes

### Responsible Officer

Karen Collier, Regulatory Services Operations Manager

[karen.collier@shropshire.gov.uk](mailto:karen.collier@shropshire.gov.uk)

01743 251711

### **1.0 Summary**

1.1 This report provides an overview of the Empty Homes work carried out by Regulatory Services including the legal powers available. It also provides a summary of the previous scrutiny review of the function.

### **2.0 Recommendations**

2.1 Committee considers and comments on Regulatory Services' approach to use all powers available to address problems associated with empty properties and return them to use, in accordance with Shropshire Council's Better Regulation and Enforcement Policy.

2.2 Regulatory Services private rented sector housing work including empty homes is reflected in the Council's Housing Strategy.

### **3.0 Opportunities and risks**

3.1 Returning empty homes back to use can have a positive impact on the local community, providing much needed homes and improving the street scene and reducing anti-social behaviour.

3.2 There is limited resource allocated to the empty homes function.

3.3 There is a risk of complaints to Local Government Ombudsman or civil action if legal and regulatory action is not taken appropriately.

### **4.0 Financial assessment**

4.1 Every home returned to use generates additional new homes bonus for the Council. Under the scheme, the Government matches the Council Tax raised for each property brought back into use for a period of four years. Direct intervention by Regulatory Services to return properties to use generates New Homes Bonus for the Council.

4.2 There is a loss of income to the Council where the 100% council tax premium is no longer applied when a property is returned to use but the wider social and economic benefits and the resulting New Homes Bonus offset this loss.

## **5.0 Report**

- 5.1 Homes and other buildings left empty are a significant wasted resource, both to their owners and to those in housing need across Shropshire. They can attract vandalism, anti-social behaviour and can be detrimental to an area.
- 5.2 There are many reasons why properties may become empty, such as the owner being in care, the owner having a lack of skills or finances to manage the property, legal issues such as probate creating delays, inability to sell, imprisonment or a fear of renting.

## **6.0 The Service we provide:**

- 6.1 As of 1<sup>st</sup> January 2019, there were 1329 long term empty properties in Shropshire. These are residential properties which have been empty for at least six months. There were also an additional 455 empty properties which are exempt from Council Tax charges because for example, the owner is in care.
- 6.2 We will investigate if an empty property is causing the following problems:
- It's insecure
  - It's dangerous
  - It attracts flytipping
  - It attracts anti-social behaviour
  - The empty state is causing it to be physically damaging to another property.
- 6.3 We aim to work with owners of empty homes to resolve these problems and secure the improvement of the empty property. We also offer advice for returning their property to use but we will consider enforcement options available to us in accordance with the Council's Better Regulation and Enforcement Policy.
- 6.4 There are a range of options available to bring empty properties back into use. We aim to work with owners of empty properties to assist them in returning their property to use through engagement. For those owners looking to sell, rent or renovate the property we will provide advice and signposting.
- 6.5 Local authorities have a range of powers and incentives to bring empty homes back into use. The powers include Empty Dwelling Management Orders, enforced sales and compulsory purchase. Enforcement action against owners of problematic empty properties, who are unwilling to work with us, is considered in line with Shropshire Council's Better Regulation and Enforcement Policy. Other incentives include the 100% Council Tax Premium for long term empty properties.

## **7.0 Compulsory Purchase**

- 7.1 Where agreement cannot be reached with the owner of an empty property a local authority may seek to acquire the property compulsorily.
- 7.2 Compulsory Purchase Orders (CPOs) can be made by local authorities under their Housing Act powers e.g. acquisition of land or buildings for the provision of housing. One potential use of CPOs is to acquire empty properties to bring them into housing use. These powers should only be used where the authority can

demonstrate that the acquisition would be in the public interest and should be considered as a last resort where owners have refused or failed to co-operate. The Secretary of State must confirm a Compulsory Purchase Order.

- 7.3 Recent technical reforms to the compulsory purchase system were enacted through Part 7 of the *Housing and Planning Act 2016*, with the aim of making the system clearer, fairer (for both acquiring authorities and for those whose interests are compulsorily acquired) and faster.
- 7.4 When a CPO is undertaken the property owner is entitled to compensation for the loss of their property at a rate of 7.5% up to a maximum of £75,000. This is in addition to the proceeds of the sale minus costs owed to the Council. There are exemptions to being eligible for the compensation such as when the owner has failed to comply with an Improvement Notice served under the Housing Act 2004 or a Section 215 Notice served under the Town and County Planning Act 1990.

## **8.0 Enforced sale procedure**

- 8.1 Where a local authority has invoked enforcement measures and the owner expresses no interest in bringing the property back into use, the authority may step in and undertake the works with a view to reclaiming the cost from the owner on completion. Once the works are completed, a charge may be attached to the property on the Local Land Charges Register.
- 8.2 The Enforced Sales Procedure is covered by the Law of Property Act 1925 which enables the Local Authority to force the sale of an empty property where there is an outstanding debt owed to the Council which has been registered against the title of the property. Under the enforced sale procedure, the property is sold on the open market at auction.

## **9.0 Empty Dwelling Management Orders (EDMOs)**

- 9.1 Empty Dwelling Management Orders (EDMOs) are a discretionary power of local authorities to take over management of certain empty residential premises.
- 9.2 Where a residential property has been vacant for a minimum of two years, the local authority can seek an interim EDMO which will allow the authority to let out the dwelling with the proprietor's consent. A First-Tier Tribunal (FTT) must authorise the making of an interim Empty Dwelling Management Order and will consider whether any exemptions apply. The orders are normally granted for twelve months.
- 9.3 Where consent to letting the dwelling cannot be obtained from the proprietor, the interim order may be revoked and replaced with a final EDMO; this will not require the consent of a FTT. Final EDMOs remain in force for a fixed period of no longer than five years. Where a final order is in place authorities do not need the proprietor's consent to letting out the dwelling.
- 9.4 The use of EDMOs was restricted by the Government in 2012 to protect civil liberties and the fundamental human rights which include the right to property because they were seen as draconian powers which were heavy handed. It is a tool to be used as last resort by Councils for the most extreme cases of empty properties that have become magnets for vandalism, squatters and other forms of

anti-social behaviour - blighting the local neighbourhood.

### **Previous Scrutiny Review of Empty Property Service**

#### **10.0**

10.1 In 2015, an Empty Homes Task and Finish Group was set up by the Enterprise & Growth Scrutiny Committee. One of the original concerns leading to Scrutiny considering this area of work was the perceived increasing number of empty homes in Shropshire in comparison to some nationally reported statistics. The group reviewed the accuracy of the data from various sources and was confident that there has not been a significant increase in the number of empty exempt properties in real terms.

The work of the Group focused on:

- 10.2
- the aims and objectives of the Empty Homes Strategy,
  - how the Empty Homes Team works and is funded,
  - how additional funding and staff resource could be utilised to further Empty Homes work and what this would achieve for the Council and Shropshire communities.

The Group made the following recommendations:

- 10.3
1. The Empty Homes Team continues to work in accordance with the current Empty Homes Strategy 2014-17.
  2. It is strongly recommended that improvements are made to the working arrangements between Council Tax and Empty Homes, allowing better and faster access to the necessary data:
    - A data sharing agreement is produced and put in place within one month to allow the Empty Homes Officers read only access to the Council Tax system.
    - The Council Tax Team should, on receipt of investigation/case evidence from Empty Homes Officers that a property is empty or incorrectly registered, update property records to reflect this. This will ensure properties are correctly registered and being charged accordingly. Council Tax should inform the Empty Homes Team of the type of evidence they require in order to be able to do this.
  3. The Empty Homes Officers are enabled to utilise appropriate enforcement action when necessary in order to return empty properties to use, either in partnership with the Planning team, or by having these powers delegated to them.
  4. The Task & Finish group considers that both additional funding and staff resource in the Empty Homes Team would be of significant benefit to both the Council and Shropshire communities. It is therefore recommended that a business case is produced, to be considered by Cabinet on an agreed date, detailing the level of additional funding required to deliver a more widespread and comprehensive approach to Empty Homes work. This should include the additional staffing resource required to carry out the tasks identified in the report's findings, and budget required to be able to effectively utilise enforcement powers, including works in default. It should highlight the positive benefits these measures could have for the Council and Shropshire Communities.

10.4 The report of the Empty Homes Task and Finish Group was then reported to Cabinet on 24 July 2015 and its recommendations were approved.

## **Changes to the Service since 2015**

### **11.0**

Read only access to the relevant parts of the Council Tax database was provided to Regulatory Services which has improved access to information.

### **11.1**

Regulatory Services liaise and share information with the Council Tax visiting officers who visit empty properties at least twice a year.

### **11.2**

Regulatory Services continues to provide information to the Planning Service regarding potential section 215 notices which can be served under the Town and County Planning Act 1990 in relation to properties in a condition which adversely affects the amenity of an area. This could lead to the use of enforced sales or compulsory purchase powers if this action has been taken and is therefore an important tool for empty homes work.

### **11.3**

There is no longer a separate Empty Homes Strategy. Regulatory Services private rented sector housing work including empty homes will be reflected in the Council's Housing Strategy.

### **11.4**

A redesign of Public Protection services in 2016 was carried out to deliver the financial savings set out in the Council's financial strategy 2016/17-2018/19 and this resulted in a change in role for the two officers involved in the Empty Property function. The current resource for this function is 0.9fte and that resource is drawn into other housing functions such as the recent expansion of compulsory House in Multiple Occupation (HMO) licensing into two storey properties.

### **11.5**

The Financial Strategy, including a section on New Homes Bonus Allocation, was considered by Cabinet on 9 November 2016 and it was agreed that £250,000 New Homes Bonus would be allocated for Empty Properties work in 2016/17 and 2017/18. The NHB funding for this function stopped on 31<sup>st</sup> March 2018.

### **11.6**

It was agreed at Council on 15<sup>th</sup> December 2016 that Public Protection be allowed to use the existing allocated funding for both capital and revenue purposes to achieve the best outcome of reducing the number of empty properties and maximising income from new homes bonus".

### **11.7**

A temporary officer was appointed between April and August 2017 to assist the empty homes function with data cleansing, tracing and contacting owners to proactively engage and encourage them to return their properties to use through advice and signposting. We attempted to continue this work through other admin posts within the service but did not have the capacity to continue this additional work beyond December 2017. The Regulatory Services Admin team do continue to update the information shared by Council Tax to ensure our data is accurate.

### **11.8**

The New Homes Bonus funding provided for the Empty Property Incentive Grants scheme until 2018. Across Shropshire this returned 19 empty properties to use and created 16 new dwellings. An example of this work at 16 High Street in Market Drayton is available in Appendix 1.

### **11.9**

## **Future Challenges**

### **12.0**

The authority has not yet used the enforced sales, compulsory purchase or

- 12.1 EDMO powers. However, cases are currently being prepared to consider the use of these “last resort” enforcement powers for the first time. Whilst we will continue to seek to secure compliance by using the most appropriate level of action, officers will be able to escalate this in cases where compliance has not been achieved in line with the Better Regulation and Enforcement Policy.

- 12.2 The extent to which the full use of these powers can be made is tempered by the limited capacity within the service as a result of financial savings.

- 12.3 Partnership working across the organisation and externally is vital for effective action in tackling empty homes. The Housing Strategy should provide the vision and direction to support work across the organisation which will include for example, Planning, Legal, Council Tax and the new Housing Company as well as Regulatory Services. In order to use all the powers available input from other services is required.

### **13.0 Conclusion**

- 13.1 The Empty Homes function involves a long and slow process, a partnership approach and perseverance are essential qualities to achieving success.

- 13.2 With limited resources, Regulatory Services is responding to the most serious of risks created by empty properties and are scoping out longer term actions to secure their return to use.

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

Cabinet 29 July 2015 Report of Empty Homes Strategy Task & Finish Group (Item 6)

Minutes of Cabinet meeting on 29 July 2015

Cabinet 9 November 2016 Revenue Monitoring Report Quarter 2 2016/17

Minutes of Cabinet meeting on 9 November 2016

Minutes of Council meeting on 15 December 2016

#### **Cabinet Member (Portfolio Holder)**

Councillor Gwilym Butler, Portfolio Holder - Communities, Place Planning and Regulatory Services

#### **Local Member**

N/A

#### **Appendices**

Appendix 1: Example of Empty Homes Incentive Grant – 16 High Street, Market Drayton

## Appendix 1: Example of Empty Homes Incentive Grant – 16 High Street, Market Drayton



16 High Street in Market Drayton is a large former bank and nightclub which had stood empty for 13 years and fallen into a serious state of disrepair. During its time as a nightclub it was a focus for late night anti-social behaviour and throughout the 13 years it stood empty was highlighted by the local community as having a significant negative impact on the Town.

In April 2012 Shropshire Housing Alliance and Wrekin Housing Trust, in partnership with Shropshire Council, Market Drayton Town Council and the local community were successful in a bid to the Empty Homes Community Grants Programme run by the Department for Communities and Local Government. This bid contributed £114,000 towards the renovation of the building to create six new affordable one and two bed-roomed flats.

As Market Drayton is an Empty Homes Action Zone, Shropshire Council contributed £120,000 of Empty Property Incentive Grants to the project and Market Drayton Town Council contributed £20,000 from its Market Towns Revitalisation fund.

The project set out to provide good quality affordable homes for local people and to act as a catalyst for the regeneration of the Town Centre and it has been successful in this. The building is no longer a blight on the surrounding area, helping Market Drayton become a more attractive place to live, work and visit.

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People Overview Committee	<u>Item</u>
5 June 2019	<u>Public</u>

## 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 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.

<b>List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)</b>
None
<b>Cabinet Member (Portfolio Holder)</b>
All
<b>Local Member</b>
All
<b>Appendices</b>
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**

<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

## 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
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
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

## 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
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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
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>	<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	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

Topic	Intended outcomes or objectives	What output is required?	Who needs to be heard from?	Expected impact or added value	Work date
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	<p>Contribute to development of Local Transport Plan.</p> <p>Provide assurance that the plan contributes to housing and economic growth plans</p>	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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