

Shropshire Council  
 Legal and Democratic Services  
 Shirehall  
 Abbey Foregate  
 Shrewsbury  
 SY2 6ND  
 Date: Tuesday 2 May 2023

**Committee: Council**

**Date: Thursday, 11 May 2023**

**Time: 10.00 am**

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

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

**Members of the Council** – a briefing note will be circulated by e-mail prior to the meeting with important housekeeping details and arrangements for the meeting.

**Members of the Public** – If you wish to attend the meeting, please e-mail [democracy@shropshire.gov.uk](mailto:democracy@shropshire.gov.uk) to check whether a seat will be available for you.

Please click [here](#) to view the livestream of the meeting on the date and time stated on the agenda

The recording of the event will also be made available shortly after the meeting on the Shropshire Council Youtube Channel [Here](#)

Tim Collard  
 Assistant Director - Legal and Governance

Vince Hunt (Chairman)	Rachel Connolly	Kirstie Hurst-Knight
Brian Williams (Vice Chairman)	Gerald Dakin	Mike Isherwood
Lezley Picton (Leader)	Rosemary Dartnall	Mark Jones
Ian Nellins (Deputy Leader)	Steve Davenport	Simon Jones
Roy Aldcroft	Mary Davies	Duncan Kerr
Jeff Anderson	Julian Dean	Heather Kidd
Caroline Bagnall	Geoff Elner	Christian Lea
Nicholas Bardsley	David Evans	Hilary Luff
Joyce Barrow	Julia Evans	Nigel Lumby
Bernie Bentick	Roger Evans	Elliott Lynch
Thomas Biggins	Paul Gill	Robert Macey
Ed Bird	Rob Gittins	Richard Marshall
Andy Boddington	Nat Green	David Minnery
Peter Broomhall	Kate Halliday	Dan Morris
Julia Buckley	Simon Harris	Pamela Moseley
Garry Burchett	Nigel Hartin	Alan Mosley
Gwilym Butler	Nick Hignett	Cecilia Motley
Dean Carroll	Ruth Houghton	Peggy Mullock
Steve Charmley	Richard Huffer	Kevin Pardy
Ted Clarke	Tracey Huffer	Vivienne Parry

Tony Parsons  
John Price  
Ed Potter  
Chris Schofield  
Dan Thomas

Robert Tindall  
Edward Towers  
Kevin Turley  
David Vasmer  
Alex Wagner

Claire Wild  
Mark Williams  
Rob Wilson  
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 ensuing year

## 2 Apologies for Absence

## 3 Election of Vice Chairman

To appoint a Vice Chairman for the ensuing year

## 4 Disclosable Pecuniary Interests

Members are reminded that they must declare their disclosable pecuniary interests and other registrable or non-registrable interests in any matter being considered at the meeting as set out in Appendix B of the Members' Code of Conduct and consider if they should leave the room prior to the item being considered. Further advice can be sought from the Monitoring Officer in advance of the meeting.

## 5 Minutes (Pages 1 - 12)

To approve as a correct record the minutes of the previous meeting held on 30 March 2023

## 6 Announcements

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

## 7 Public Questions

To receive any questions from the public, notice of which has been given in accordance with Procedure Rule 14. Deadline for notification is 5.00 pm on Thursday 4 May 2023

## 8 Constitution of Committees and Allocation of Seats to Political Groups (Pages 13 - 18)

Report of the Assistant Director – Legal and Governance is attached (**Appendix 2 TO FOLLOW**)

Contact Tim Collard Tel: 01743 252756

## 9 Scheme of Delegation

To resolve that the Responsibility for Functions, set out in Part 3 of the Constitution and the Scheme of Delegations, set out in Part 8 of the Constitution be agreed. There have been no substantive changes since the updates approved by Council on 15 July 2021

## 10 Update on Scrutiny Arrangements (Pages 19 - 48)

Report of the Chief Executive is attached

Contact: Andy Begley, 01743 252756

## 11 Motions

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

a **Motion received from Councillor Joyce Barrow and supported by Councillors David Evans, Simon Harris and Chris Schofield**  
**Dark Skies**

**Preamble:**

Shropshire Council has a Statutory Duty to address issues of pollution, and a Statutory Duty to determine applications for planning. In carrying out that latter duty, considerable care, and attention is given to the environmental impacts (including pollution) of proposed development. Developers are required to submit assessments of the impacts of development on wildlife, and mitigation measures for dealing with any pollution which may be generated by the development.

A 2016 study found that 80 percent of the world – and more than 99 percent of the US and European populations – live under skies polluted by artificial light, impairing their views of the stars above them.

Artificial lighting, particularly in residential areas, can adversely affect people's ability to sleep and ability to view the night sky. The two main causes are the general loss of night sky from the cumulative effects of urban lighting, and the nuisance caused by single sources that emit high levels of glare. The visibility of the night sky is most affected by artificial lighting that is projected upwards and excessive lighting that is reflected upwards, in particular by lighting that creates more blue light (cooler colour temperatures).

The welfare and enjoyment of Shropshire is associated with its character, including its night-time ambience. Shropshire also values the practice of energy conservation, and therefore sustainable outdoor lighting practices should be encouraged to decrease the human impact on the environment since light pollution represents a waste of energy, contributing to our carbon footprint.

The need for outdoor light at night may be appropriately met by considering the purpose of the light, targeting it appropriately to that purpose, using the correct illumination level, limiting the duration of its use to legitimate need, and choosing lights that emit lower amounts of harmful blue light into the night-time environment. Properly designed electric lighting at night can be beautiful, healthy, and functional; saving energy and money, reducing light pollution, and minimizing wildlife disruption.

**MOTION:**

1. In accordance with its aim of promoting the health and well-being of the residents of Shropshire: AND as part of its statutory duties in relation to pollution control AND planning, the Council will promote sustainable outdoor lighting, through both direct action where the Council has control of lighting sources, through planning policy in relation to new developments, and by advocacy with businesses and residents to encourage more consideration of the need for light during hours of darkness and alternative solutions e.g. use of motion sensors or infra-red sensors for security purposes.
2. The aim will be to eliminate or reduce wherever possible, instances of light pollution throughout Shropshire. As part of this policy for sustainable lighting, the

Council will examine ways to reduce light pollution from both urban and rural settlements and consider areas which might be designated as 'dark sky' places suitable for the enjoyment of the night sky. To further this aim the Council will liaise with other Local Authorities in England and Wales seeking examples of best practice, and with Parish Councils within Shropshire for their views and suggestions as to how the aim might be achieved.

**b Motion received from Councillor Lezley Picton and supported by Councillors Ian Nellins, Dean Carroll, Simon Harris, Brian Williams and the Conservative Group**

**Motion – Time for the Fair Game manifesto in football**

Shropshire Council believes that football, the national game in the UK, is currently in crisis.

COVID-19 devastated the revenue of many lower-league clubs, and the cost-of-living crisis could be the knock out blow for dozens of clubs.

Frequently bad management has gone unnoticed or ignored and clubs are run unsustainably, putting at risk all the history, heritage, and economic benefit they bring to an area – often in pursuit of short-term gain.

Shropshire Council believes that football clubs are not ordinary businesses; they are historic sporting institutions that are both a civic and community asset, and a source of pride and unity, in their hometown or city.

**Shropshire Council therefore supports Fair Game, a national campaign that seeks radical reform of the way football is managed and run, specifically its call for:**

- An independent regulator for the sport.
- A refocus on 'values' rather than profit.
- Football clubs to be recognised as key parts of local communities.
- The establishment of a Sustainability Index, which will reallocate the payments made to clubs to reward those which are run well, respect equality standards and properly engage with their fans and their community.
- Fans to be given the final say on any proposed change to a club's 'crown jewels', including the club's name, nickname, colours, badge and the geographical location from where the club plays.
- Council also notes that the Government has published a White Paper developed from a Government-commissioned fan-led review into football governance led by former Sports Minister Tracey Crouch MP, and that a vast majority of its findings mirror Fair Game's aspirations.

**Shropshire Council therefore resolves to:**

- Declare its support for the Fair Game manifesto, 'Solutions for our National Game', and calls on other councils to join us in our support.
- Ask the Council's representatives to encourage other like-minded councils to support Fair Game
- Ask the Leader and the Chief Executive to write to the Minister for Sport, our local Members of Parliament, and the Chair of the Local Government Association Culture, Tourism and Sport Board, to lobby for the following to be included in the

new remit of the Independent Regulator as proposed in the White Paper:

Football's Financial Flow (particularly over: proportion of broadcast revenues given by the Premier League, the abolition of parachute payments, and the allocation of funds from the Premier League);

Owners' and Directors' Test to include an 'ethics' dimension, particularly around human rights;

Implementation of a Sustainability Index to accurately measure club's progress;

To include National League North and South clubs under their control;

To have stronger powers to implement and enforce governance; and

Measurement of equality standards.

**c Motion received from Councillor Bernie Bentick and supported by the Liberal Democrat Group  
Filling the Cavities of Dental Services in Shropshire**

This Council notes that:

- 1) A recent YouGov survey shows that one in five Britons (22%) are currently not registered with a dentist. It also shows that the majority of the unregistered are unable to access or afford treatment. More than a third 37% say it's because they cannot find an NHS dentist to take them on, with a further 5% on a waiting list, while another 23% say they're not registered because they don't think they can afford to be treated.  
  
<https://yougov.co.uk/topics/politics/articles-reports/2023/03/22/one-ten-britons-have-performed-dentistry-themselve>
- 2) The Great British Oral Health Report – which combines a public attitudes survey with national data – found that 24% of people had not had a dental check up in the last 2 years. Of those who had not had a dental check up in the last 2 years, 56 per cent said this was because they could not get access to a dentist  
  
<https://dentistry.co.uk/wp-content/uploads/2022/01/the-great-british-oral-health-report-2021.pdf>
- 3) Figures show nearly one-in-three youngsters aged five in England has tooth decay. In a survey of 5-year-olds in England, the number of children with enamel and/or dentinal decay was 29.3%. In Shropshire, the number is 15% compared with 4% in Cannock Chase.  
  
<https://www.gov.uk/government/statistics/oral-health-survey-of-5-year-old-children-2022/national-dental-epidemiology-programme-ndep-for-england-oral-health-survey-of-5-year-old-children-2022>
- 4) Currently there are 68 NHS general dental practices across our ICS area. However, on 17th April 2023 there were only 50 NHS Dental Practice listed for Shropshire. <https://www.nhs.uk/service-search/find-a-dentist>. Of these 19 were not accepting new patients, 18 had not provided a recent update on availability, 7 were only accepting patients from other dentists and just 6 were accepting children aged 17 or under with the nearest to Shrewsbury being Bayston Hill followed by Much Wenlock; only 5 were accepting adults or those entitled to free dental care, the nearest site being Telford; however, access to a dental practice was offered in

Walsall and Oldhill, both 33 miles away from Shrewsbury. The response to my Question to HASC on 27th March 2023 included “a clinically led Shropshire Dental Advice Line which can be accessed by dialling 01743 237916” However, upon dialling this number, I received an automated response to phone back later. 5 minutes later, I phoned again and entered a queue, estimated at 43 minutes.

This not an adequate service.

This Council resolves to:

1. Liaise with Shropshire, Telford & Wrekin Integrated Care System (STW ICS) to ensure that there is sufficient funding and dentist availability to guarantee that all eligible Shropshire residents are able to register with an NHS Dentist within their locality or nearest town and;
2. Demand that STW ICS keep an updated dashboard of Dentist availability, new patient registrations and those without a registered dentist, to ensure compliance and;
3. Regularly scrutinise the provision of dental service by using Shropshire’s Health Scrutiny Committees (HASC & Joint HOSC)

## **12 Questions from Members (Pages 49 - 68)**

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

## **13 Dates of Future Meetings**

To agree that the meetings of the Council in 2023 – 2024 will be held on the following Thursdays, commencing at 10.00 am.

6 July 2023  
21 September 2023  
14 December 2023  
29 February 2024  
21 March 2024  
9 May 2024

## **14 Exclusion of Press and Public**

To resolve that, in accordance with the provisions of schedule 12A of the Local Government Act 1972 and Paragraph 10.4 [3] of the Council’s Access to Information Rules, the public and press be excluded from the meeting during consideration of the following items

## **15 Exempt Minutes (Pages 69 - 72)**

To approve as a correct record the exempt minutes of the previous meeting held on 30 March 2023

## **16 Cyber Security Proposals (Pages 73 - 86)**

Report of the Chief Executive is attached

Contact: Andy Begley, 01743 252756





## Committee and Date

Council

INSERT NEXT MEETING DATE

## COUNCIL

### **Minutes of the meeting held on 30 March 2023**

**In the Council Chamber, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND**

**10.00 am - 1.25 pm**

**Responsible Officer:** Tim Ward

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

Tel: 01743 257713

### **Present**

Councillors Vince Hunt and Lezley Picton (Leader)

Councillors Brian Williams (Vice Chairman), Ian Nellins (Deputy Leader), Roy Aldcroft, Jeff Anderson, Caroline Bagnall, Nicholas Bardsley, Joyce Barrow, Bernie Bentick, Thomas Biggins, Andy Boddington, Peter Broomhall, Julia Buckley, Garry Burchett, Gwilym Butler, Dean Carroll, Steve Charmley, Ted Clarke, Rachel Connolly, Gerald Dakin, Rosemary Dartnall, Steve Davenport, Mary Davies, Julian Dean, Geoff Elner, David Evans, Julia Evans, Roger Evans, Rob Gittins, Nat Green, Kate Halliday, Simon Harris, Nigel Hartin, Nick Hignett, Ruth Houghton, Richard Huffer, Tracey Huffer, Kirstie Hurst-Knight, Mike Isherwood, Mark Jones, Simon Jones, Duncan Kerr, Heather Kidd, Christian Lea, Hilary Luff, Nigel Lumby, Robert Macey, Richard Marshall, Dan Morris, Pamela Moseley, Cecilia Motley, Peggy Mullock, Kevin Parady, Tony Parsons, Ed Potter, Chris Schofield, Dan Thomas, Edward Towers, David Vasmer, Claire Wild, Rob Wilson and Paul Wynn

### **101 Apologies for Absence**

Apologies for absence were received from Councillors Ed Bird, Paul Gill, Elliot Lynch, David Minnery, Robert Tindall, Kevin Turley, Alex Wagner and Mark Williams

### **102 Disclosable Pecuniary Interests**

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

### **103 Minutes**

Councillor Dean advised that with regard to paragraph 2 on page 11 of the document pack, it was he, not Councillor Vasmer that had accepted the proposed amendment

### **RESOLVED:**

That subject to the above amendment, the Minutes of the meeting held on 2 March 2023, as circulated with the agenda papers, be approved and signed as a correct record.

## 104 Announcements

### Chairman's Engagements

The Chairman referred Members to the list of official engagements carried out by himself and the Speaker since the last meeting of the Council on 2 March 2023, which had been circulated by email.

## 105 Public Questions

The Chairman advised that public questions had been received from Mike Streetly, John Lill, Dr Natasha Harlow, Dr Jamie Russell, Rita Makin and Debbie Feasey on behalf of the residents of Underdale. A copy of the questions and the responses provided are attached to the signed minutes and available from the web page for the meeting.

[Agenda for Council on Thursday, 30th March, 2023, 10.00 am — Shropshire Council](#)

## 106 ICT & Digital Strategy

It was proposed by the Portfolio Holder for Culture and Digital Councillor Rob Gittins and seconded by Councillor Dan Thomas, that the report of the Executive Director of Resources, a copy of which is attached to the signed minutes and the recommendations contained therein, be received, and agreed.

By way of amendment Councillor Heather Kidd proposed that the following be added to the recommendation: -

The Council will provide a detailed Welfare Policy, including in an accessible and easy read format, for those who are vulnerable and who may struggle to access the digital world. In addition to vulnerable people with disabilities this will also include those with poor or no mobile signal and those with limited access to broadband and hardware as outlined in the strategy. Emergency access when systems fail should also be covered.

This was seconded by Councillor Ruth Houghton.

On being put to a vote the amendment was not supported.

Councillor Julia Evans commented that in some cases there was not a reduction in carbon emissions but simply a transfer from the corporate to the private and asked whether any analysis of the "carbon transfer" was planned. The Portfolio Holder for Culture and Digital agreed to look into this.

On being put to a vote it was **RESOLVED**:

That Council adopt the ICT and Digital Strategy as set out in Appendix A and endorse the core objectives of the digital county.

**107 Local Government Act 1972, Section 101 Formal application to add bridleways in the parish of Claverley and parish of Bobbington in Staffordshire - Delegation to Staffordshire County Council to Investigate and Determine this Cross Border Claim**

It was proposed by the Portfolio Holder for Culture and Digital Councillor Rob Gittins and seconded by the Portfolio Holder for Highways and Regulatory Services Councillor Richard Marshall, that the report of the Executive Director of Place, a copy of which is attached to the signed minutes and the recommendations contained therein, be received, and agreed.

**RESOLVED:**

That Shropshire Council delegates the function of determining the formal applications for bridleway additions in the Parish of Claverley in Shropshire and Bobbington in Staffordshire, to Staffordshire County Council, as the claimed routes link with each other.

**108 Scrutiny Improvement Review 2022**

It was proposed by the Leader Councillor Lezley Picton and seconded by the Deputy Leader, Councillor Ian Nellins, that the report of the Assistant Director – Legal and Governance and the Statutory Scrutiny Officer , a copy of which is attached to the signed minutes and the recommendations contained therein, be received, and agreed.

By way of amendment Councillor Julian Dean proposed that paragraph 3.2 of the recommendation be replace with the following:

Confirm the proposed change to the number of Overview and Scrutiny Committees to 4 committees that will take effect from the Annual meeting of the Council in May 2023 as contained in Appendix 2 subject to altered remits and titles as follows:

Replace 'Transformation and Improvement Overview and Scrutiny Committee' with 'Resources and Performance Overview and Scrutiny Committee' with the second point in the remit to be reworded; Overall effectiveness of the Improvement and Transformation programme.

Under Priorities for each of the other committees add: Improvement and Transformation programme as it pertains to the Directorate(s) listed below.

The amendment was seconded by Councillor Julia Evans.

On taking a vote the amendment was not supported.

Councillor Heather Kidd requested that a review of how the new structure was working was carried out after 12 months.

The Leader asked that thanks be passed to the Statutory Scrutiny Officer for the significant amount of work undertaken in producing the report.

On taking a vote it was **RESOLVED**:

That Members

1. Support, through their involvement and commitment, the collaborative approach to developing Overview and Scrutiny at the Council in response to the review and on an ongoing basis
2. Confirm the proposed change to the number of Overview and Scrutiny Committees 4 committees that will take effect from the Annual Meeting of the Council in May 2023. (See Appendix 2 for the proposed committees)
3. Confirm that there will be 11 Members on each Overview and Scrutiny Committee.
4. Agree that the Monitoring Officer makes all necessary changes to the Constitution that are required to reflect the new Overview and Scrutiny Structure.

#### 109 **Communities Overview Committee Annual Report 2021/22**

The Chair of the Communities Overview Committee, Councillor Robert Macey, presented the annual report of the Committee for 2021-22. He outlined the work that had been carried out by the Committee and thanked members of the committee and officers for all their work. He then took questions.

Members noted the contents of the report.

#### 110 **Health and Adult Social Care Overview and Scrutiny Committee Annual Report 2021/22**

The Chair of the Health and Adult Social Care Overview Scrutiny Committee, Councillor Steve Charmley, presented the annual report of the Committee for 2021-22. He outlined the work that had been carried out by the Committee and also the work of the Joint Health Overview and Scrutiny Committee. He thanked members of the committee and officers for all their work. He then took questions.

Councillor Kidd requested that Joint HOSC also provide an annual report next year.

Members noted the contents of the report.

#### 111 **People Overview Committee Annual Report 2021/22**

The Chair of the People Overview Committee, Councillor Peggy Mullock, presented the annual report of the Committee for 2021-22. She outlined the work that had been carried out by the Committee and thanked members of the committee and officers for all their work. She then took questions.

Members noted the contents of the report.

#### **112 Place Overview Committee Annual Report 2021/22**

The Chair of the Place Overview Committee, Councillor Barrow, presented the annual report of the Committee for 2021-22. She outlined the work that had been carried out by the Committee and thanked members of the committee, and officers for all their work. She also thanked representative from outside organisations that has contributed to the work of the committee. She then took questions.

Members noted the contents of the report.

#### **113 Performance Management Scrutiny Committee Annual Report 2021/22**

The Chair of the Performance Management Scrutiny Committee, Councillor Claire Wild, presented the annual report of the Committee for 2021-22. She outlined the work that had been carried out by the Committee and thanked members of the committee and officers for all their work. She then took questions.

Several Members commented that they felt that the reports of the Scrutiny Committees for 2022/3 should be presented earlier and that they should be more focussed on the outcomes of the work carried out.

Members noted the contents of the report.

#### **114 Report of Chairman of Standards Committee**

The Chair of the Standards Committee, Councillor David Evans, presented his report which set out the way in which allegations that Unitary/Town/Parish Councillors had failed to comply with their code of conduct were dealt with in 2022.

Councillor Roger Evans asked for clarification of how the Council deals with breaches concerning pecuniary interests.

Councillor Julia Buckley commented that only a small percentage of complaints were referred to the committee and asked how the number of cases referred to committee compared with other authorities.

Members noted the contents of the report.

#### **115 Changes to Committee Membership**

It was proposed by the Chairman Councillor Vince Hunt, and seconded by the Vice Chairman Councillor Brian Williams that the following amendments to committee membership be agreed

Housing Supervisory Board

Councillor Robert Tindall ceases to be a member of the Housing Supervisory Board  
Councillor David Minnery ceases to be a substitute member of the Housing Supervisory Board

Councillor Ruth Houghton is appointed as a member of the Housing Supervisory Board

Councillor Roger Evans is appointed as a substitute member of the Housing Supervisory Board

#### Southern Planning Committee

Councillor Roger Evans to replace Councillor Mark Williams as a substitute member of the Southern Planning Committee

### **RESOLVED:**

That

#### Housing Supervisory Board

Councillor Robert Tindall ceases to be a member of the Housing Supervisory Board  
Councillor David Minnery ceases to be a substitute member of the Housing Supervisory Board

Councillor Ruth Houghton is appointed as a member of the Housing Supervisory Board

Councillor Roger Evans is appointed as a substitute member of the Housing Supervisory Board

#### Southern Planning Committee

Councillor Roger Evans to replace Councillor Mark Williams as a substitute member of the Southern Planning Committee

### 116 **Motions**

**The following motion was received from Councillor Julian Dean supported by the Green, Labour and Liberal Democrat Groups**

#### Water Quality, Sewage and Planning

This Council notes:

Residents are deeply concerned about water quality and the impact of regular wastewater discharge, which includes untreated sewage, into our rivers, and the impact this has on wildlife and on human health.

Releasing sewage into rivers is no longer an emergency-only situation occurring as a result of severe storms, but a regular occurrence even in 'normal' rainfall, and that we are in a situation of cumulative overload on the sewage and wastewater system.

Whilst there are long term commitments, there are no plans in place which will address the immediate unacceptable situation either locally by Severn Trent Water or Wales Water or by national government.

Both the emerging Local Plan and national planning policy requires a robust approach to both water quality and pollution and a recent legal opinion from the Environmental Law Firm confirms the need to consider cumulative impact. To date, it has not been the practice of council planners to ask water companies to report on cumulative impact i.e., whether or not development may lead to any potential increase in 'emergency' discharge into rivers and seas. The Shropshire Water Cycle Study 2020 identified relevant issues.

This Council resolves to:

1. Recognise this Council's obligation to protect its rivers and watercourses, including from the cumulative impacts of pollution, in line with the existing and emerging Local Plan and the National Planning Policy Framework.
2. Recognise that deterioration of water quality occurs due to cumulative impact of multiple sewage discharge events, or "sewage overload".
3. Ensure that an evidence base is compiled that assesses the cumulative impact of sewage discharge so that this is factored into decisions made in new iterations of the local plan, including the overall level of future development.
4. Seek to better understand the cumulative impact of wastewater discharge including untreated sewage on our local rivers, wildlife and the health of our residents, with regular overview and scrutiny by Shropshire Council.
5. Continue to take a lead on addressing this issue, working constructively with other agencies. In particular, we request the relevant Overview and Scrutiny committee to review and challenge Severn Trent Water on its investment plans as laid out in their Drainage and Waste Water Management Plan.
6. Ask Severn Trent Water, from this date onwards, in its planning consultation responses for major development, to clarify which treatment works will be managing the sewage; whether it has the information available to assess the impact on the number or duration of sewage discharges into local rivers, and if it does have this information to share it (noting that this can only be requested not required), and to consider requiring as a condition for support that Grampian conditions are applied to allow time for upgrades in waste water systems to be completed where appropriate.
7. Require planning officer reports relating to major development to include specific sections on the impact on watercourses, including the potential for the development to affect sewage outflow into watercourses (i.e. cumulative impact),

or to flag if this information is not fully available so that this information (or the lack of it) is clearly and transparently set out.

8. In pursuit of existing and emerging planning policies, in particular DP19 in the draft Shropshire Local Plan, to make use of Grampian Conditions which can delay completion or occupation of new developments until specified infrastructure - in this case; appropriate upgrades to the sewage management system – are completed.

The motion was seconded by Councillor Kate Halliday

By way of amendment Councillor Richard Marshall proposed the following: -

This Council resolves to:

1. Recognise this Council's obligation to protect its rivers and watercourses, including from the cumulative impacts of pollution, in line with the existing and emerging Local Plan and the National Planning Policy Framework.
2. Recognise that deterioration of water quality occurs due to cumulative impact of multiple sewage discharge events, or "sewage overload".
3. Ensure that an evidence base is compiled that assesses the cumulative impact of sewage discharge so that this is factored into decisions made in new iterations of the local plan, including the overall level of future development.
4. Seek to better understand the cumulative impact of wastewater discharge including untreated sewage on our local rivers, wildlife and the health of our residents, with regular overview and scrutiny by Shropshire Council.
5. Continue to take a lead on addressing this issue, working constructively with other agencies. In particular, we request the relevant Overview and Scrutiny committee to review and challenge Severn Trent Water on its investment plans as laid out in their Drainage and Waste Water Management Plan.
6. Ask Severn Trent Water, from this date onwards, in its planning consultation responses for major development, to clarify whether there is a mapped CSO in the sewer network downstream of each development and which treatment works will be managing the sewage. Information should be provided on whether flows produced by the proposed development is likely to increase the number or duration of sewage discharges into local rivers, and if it does have this information to share it (noting that this can only be requested not required), and to consider requiring as a condition for support that Grampian conditions are applied to allow time for upgrades in waste water systems to prevent these discharges to be completed where appropriate.
7. Require planning officer reports relating to major development to include specific sections on the impact on watercourses, including the potential for the development to affect sewage outflow into watercourses (i.e. cumulative impact),



or to flag if this information is not fully available so that this information (or the lack of it) is clearly and transparently set out.

8. In pursuit of existing and emerging planning policies, in particular DP19 in the draft Shropshire Local Plan, to make use of Grampian Conditions which can delay completion or occupation of new developments until specified infrastructure - in this case; appropriate upgrades to the sewage management system – are completed.
9. A task and finish group was established to look at water quality, which for a variety of reasons did not progress, therefore it is requested that the Chair of Place Scrutiny re-establish the Task and Finish Group, and on its conclusion take the findings to the relevant scrutiny committee and also to Cabinet.
10. In addition, the Scrutiny Chair is requested to write to both the Rt Hon Phillip Dunne MP, as the Chair of the Environmental Audit Committee and The River Severn Partnership requesting their collaboration and participation in the Water Quality Task and Finish Group.

Councillor Dean indicated that he would accept the amendment.

On taking a vote the motion was supported and it was RESOLVED:

That Council resolves to:

1. Recognise this Council's obligation to protect its rivers and watercourses, including from the cumulative impacts of pollution, in line with the existing and emerging Local Plan and the National Planning Policy Framework.
2. Recognise that deterioration of water quality occurs due to cumulative impact of multiple sewage discharge events, or "sewage overload".
3. Ensure that an evidence base is compiled that assesses the cumulative impact of sewage discharge so that this is factored into decisions made in new iterations of the local plan, including the overall level of future development.
4. Seek to better understand the cumulative impact of wastewater discharge including untreated sewage on our local rivers, wildlife and the health of our residents, with regular overview and scrutiny by Shropshire Council.
5. Continue to take a lead on addressing this issue, working constructively with other agencies. In particular, we request the relevant Overview and Scrutiny committee to review and challenge Severn Trent Water on its investment plans as laid out in their Drainage and Waste Water Management Plan.
6. Ask Severn Trent Water, from this date onwards, in its planning consultation responses for major development, to clarify whether there is a mapped CSO in the sewer network downstream of each development and which treatment works will be managing the sewage. Information should be provided on whether flows produced by the proposed development is likely to increase the number or

duration of sewage discharges into local rivers, and if it does have this information to share it (noting that this can only be requested not required), and to consider requiring as a condition for support that Grampian conditions are applied to allow time for upgrades in waste water systems to prevent these discharges to be completed where appropriate.

7. Require planning officer reports relating to major development to include specific sections on the impact on watercourses, including the potential for the development to affect sewage outflow into watercourses (i.e. cumulative impact), or to flag if this information is not fully available so that this information (or the lack of it) is clearly and transparently set out.
8. In pursuit of existing and emerging planning policies, in particular DP19 in the draft Shropshire Local Plan, to make use of Grampian Conditions which can delay completion or occupation of new developments until specified infrastructure - in this case; appropriate upgrades to the sewage management system – are completed.
9. A task and finish group was established to look at water quality, which for a variety of reasons did not progress, therefore it is requested that the Chair of Place Scrutiny re-establish the Task and Finish Group, and on its conclusion take the findings to the relevant scrutiny committee and also to Cabinet.
10. In addition, the Scrutiny Chair is requested to write to both the Rt Hon Phillip Dunne MP, as the Chair of the Environmental Audit Committee and The River Severn Partnership requesting their collaboration and participation in the Water Quality Task and Finish Group.

**The following motion was received from Councillor Andy Boddington and supported by the Liberal Democrat Group**

On 9 March, Transport Secretary Mark Harper announced that overall active travel funding for the current parliamentary term is being reduced from £3.8 billion to £3 billion.

The active travel budget allocated in the October 2021 was £710m of which £480m is yet to be spent. The £100m budget over two years announced by Transport Secretary on 9 March represents a spending cut of £380m on the 2021 plans. This calls into question whether the government can achieve the ambitions of its Cycling and Walking Investment Strategy (CWIS2), which aims at promoting cycling and walking across the country. This cut makes it unlikely the government will achieve its target of 50% of all journeys in English towns and cities being walked or cycled by 2030.

The benefits of active travel have been widely recognised:

- **Climate change:** Active travel promotes the objectives of the council and the government in meeting the net zero 2050 target.
- **Health:** Active travel is a low cost way to improve health, reducing the costs of poor health to the NHS.

- **Value for money:** Active travel schemes are more cost effective with cost benefits ratios up to six time great than road schemes
- **Personal costs:** Active travel reduces the costs of travel to work and other destinations.

The cut in national funding has implications for the council's Local Cycling and Walking Infrastructure Plan (LCWIP), which is currently out for consultation. Implementation for any schemes that might be agreed under LCWIP is currently unfunded.

Given these priorities, we urge the council to make clear the importance of national funding for active travel and urge it to reverse the cuts announced on 9 March. We also urge it to allocate ringfenced local funding.

This council agrees:

1. It confirms its commitment to supporting active travel and achieving a modal shift from cars to walking and cycling.
  2. To request the Leader to follow the lead of the Mayor of the West Midlands and others in writing to ministers to express concerns about the cuts to active travel funding.
  3. To allocate a budget within its own resources for active travel from 2024/25.
- On taking a vote the motion was not supported.

#### 117 Questions from Members

The Chairman advised that no questions had been received.

#### 118 Report of the Shropshire and Wrekin Fire and Rescue Authority

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

##### **RESOLVED:**

That the report of the Shropshire and Wrekin Fire and Rescue Authority be noted.

#### 119 Exclusion of Press and Public

##### **RESOLVED:**

That, in accordance with the provisions of schedule 12A of the Local Government Act 1972 and Paragraph 10.4 [3] of the Council's Access to Information Rules, the public and press be excluded from the meeting during consideration of the following items

#### 120 Exempt Minutes

##### **RESOLVED:**

That the Exempt Minutes of the meeting held on 2 March 2023, as circulated with the agenda papers, be approved, and signed as a correct record

**121 Single Homelessness Accommodation Programme**

It was proposed by the Portfolio Holder for Growth, Regeneration and Housing, Councillor Dean Carroll, and seconded by the Councillor Mark Jones that the exempt report of the Executive Director of Place and the Executive Director of People, a copy of which is attached to the signed minutes and the recommendations contained therein, be received and agreed.

**RESOLVED:**

That the recommendations contained in the report be approved

**122 Letting of Former Morrisons Supermarket, Station Road, Oswestry**

It was proposed by the Portfolio Holder for Growth, Regeneration and Housing, Councillor Dean Carroll, and seconded by the Councillor Mark Jones that the exempt report of the Executive Director of Place, a copy of which is attached to the signed minutes and the recommendations contained therein, be received and agreed.

**RESOLVED:**

That the recommendations contained in the report be approved

Signed ..... (Chairman)

Date: .....



**Annual Council**

**11 May 2023**

Item

Public



## CONSTITUTION OF COMMITTEES AND THE ALLOCATION OF SEATS TO POLITICAL GROUPS

<b>Responsible Officer:</b>	Tim Collard		
email:	tim.collard@shropshire.gov.uk	Tel:	(01743) 252756
<b>Cabinet Member (Portfolio Holder):</b>	Councillor Lezley Picton		

### 1. Synopsis

- 1.1 This report deals with the overall constitution of committees, the overall entitlement of seats for each of the political groups and the proportionate allocation of seats between the groups across all committees.

### 2. Executive Summary

- 2.1 The provisions of the Local Government and Housing Act 1989 require the Council to review the representation of each political group on committees, panels etc. at each annual meeting or as soon as practicable after that meeting. The regulations require that all Scrutiny, Standing and Regulatory Committees are politically balanced across the total number of committee places. Subject to that overriding requirement, each committee must also be politically balanced, as far as it is reasonably practicable.
- 2.2 The Executive (Cabinet) is not subject to the political balance rules.
- 2.3 Advisory Committees and other ad hoc bodies and groups are not subject to the political balance rules either, but traditionally political proportionality has been applied to them outside the overall aggregate balance referred to in paragraph 2.1 above.

### 3. Recommendations

- 3.1. That the Council confirms the constitution of committees and the allocation of seats to each of the political groups for the 2023/24 municipal year and the allocation of seats between the political groups, as set out in Appendices 1 and 2 to this report.

## Report

### 4. Risk Assessment and Opportunities Appraisal

(NB This will include the following: Impact on Children and Vulnerable Adults, Risk Management, Human Rights, Equalities, Community and other Consultation)

- 4.1. The Council is obliged to ensure that the membership of committees and related bodies is proportionate to individual group membership.

### 5. Financial Implications

- 5.1. The allocation of seats on Committees will have no obvious financial implications.

### 6. Climate Change Appraisal

- 6.1. The allocation of seats on Committees will have no obvious impact in terms of climate change.

### 7. Background

- 7.1. The Council is requested to approve the overall constitution of committees.
- 7.2. This requires 108 seats to be allocated proportionately across all committees and the Council is requested to approve the overall constitution as set out below:

<u>Committee Name</u>	<u>Seats per Committee</u>
Transformation and Improvement Overview and Scrutiny Committee	11
People Overview and Scrutiny Committee	11
Health Overview and Scrutiny Committee	11
Economy and Environment Overview and Scrutiny Committee	11
Pensions Committee	4
Audit Committee	5
Strategic Licensing Committee	15
Standards Committee	9
Southern Planning Committee	11
Northern Planning Committee	11
Housing Supervisory Board	9
Total	<u>108</u>

## 8. Allocation of Seats

- 8.1. The Council is required to approve the allocation of seats to the political groups for the coming year.
- 8.2 The maximum number of seats available to each group within the political balance rules will be:

<u>Group Name</u>	<u>Seats per Group</u>
Conservatives	60
Liberal Democrats	22
Labour	14
Independent	6
Green	6
Total	<u>108</u>

- 8.3 The proportionate allocation of seats to the political groups across all committees is set out in Appendix 1 and the proposed allocation of these totals to individual members, in accordance with the wishes of the respective Group Leaders, is set out in Appendix 2 to this report (To Follow).
- 8.4 The Council is entitled to 10 seats on the Shropshire and Wrekin Combined Fire Authority. Under the present arrangements, the Conservative Group is entitled to 6 seats, the Liberal Democrat Group 2 seats, the Labour Group 1 seat and the Independent Group 1 seat.
- 8.5 The proposed allocation of seats meets the legal requirements, however, should the Council wish, it is possible to agree allocations which are not strictly politically balanced if no Member dissents.

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

Local Government and Housing Act 1989 and Regulations made thereunder.

**Local Member:** All

### Appendices

Appendix 1 – Constitution of Committees and Allocation of Seats to Political Groups  
 Appendix 2 – Proposed Allocation of Seats to Political Groups (**To Follow**)

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## APPENDIX 1

### ALLOCATION OF SEATS TO POLITICAL GROUPS

Composition of the Council	Cons	Lib Dem	Lab	Ind	Green	Total
	41	15	10	4	4	74

### SCRUTINY

	Cons	Lib Dem	Lab	Ind	Green	Total
Transformation and Improvement Overview and Scrutiny Committee	6	2	2	1	0	11
People Overview and Scrutiny Committee	6	3	1	0	1	11
Health Overview and Scrutiny Committee	6	3	1	1	0	11
Economy and Environment Overview and Scrutiny Committee	6	2	2	0	1	11

### STANDING AND REGULATORY

	Cons	Lib Dem	Lab	Ind	Green	Total
Pensions Committee	3	1	0	0	0	4
Audit Committee	3	1	1	0	0	5
Standards	5	1	1	1	1	9
Strategic Licensing Committee	8	3	2	1	1	15
Northern Planning Committee	6	2	1	1	1	11
Southern Planning Committee	6	2	2	1	0	11
Housing Supervisory Board	5	2	1	0	1	9
<b>Aggregate No Seats Required</b>	60	22	14	6	6	108

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**Committee and Date**

Council  
11 May 2023

Item

Public



## Update on Scrutiny Arrangements

<b>Responsible Officer:</b>	Andy Begley		
email:	Andy.Begley@shropshire.gov.uk	Tel:	01743252756
<b>Cabinet Member (Portfolio Holder):</b>	Lezley Picton		

### 1. Synopsis

1.1 - This report seeks approval from Council for amendments to the Overview and Scrutiny Procedure Rules following the review conducted by the Centre for Governance and Scrutiny. In particular, the role of the Scrutiny Chairs Group has been strengthened.

### 2. Executive Summary

2.1 - At March Council it was agreed, following the review undertaken by the Centre for Governance and Scrutiny, to reduce the number of Overview and Scrutiny Committees from five to four and to increase the number of members on each from ten to eleven. This report proposes further constitutional amendments the detail of which is set out in the Appendix. This reproduces, with tracked changes, the current parts of the Constitution where overview and scrutiny are referenced.

2.2 - It is proposed that the Scrutiny Chairs Group, which is already referenced within the Overview and Scrutiny Procedure Rules (“the Rules”), should be strengthened and include attendance by Group Leaders and the Vice-chairs. It is envisaged that a review of the way in which the new overview and scrutiny arrangements are working should be undertaken after six months (roughly two meetings of each Committee) and the results of that review will be reported to the SCG before further recommendations are made to full Council. In addition, it is anticipated that the SCG will assist in the further development of the Rules by advising the Chief Executive how best to deal with such issues as where matters fall within

the remit of more than one Overview and Scrutiny Committee and the consideration of green papers etc.

2.3 - The Rules have been revised to clarify that the SCG is not a formal decision-making meeting and that its primary role is to advise the Chief Executive on overview and scrutiny arrangements including which Committee should consider an issue that has implications which cover the remit of more than one Committee.

2.4 - The titles, roles and remit of each of the four new Committees are set out in the Appendix and Members are asked to review those and comment if necessary. Each committee will perform the full functions of an overview and scrutiny committee rather than there being a split between “overview” (i.e. policy development) and “scrutiny” (i.e. reviewing how policy has been implemented)

2.5 - There are a number of other proposed amendments to the Rules which include:

- Clarification that minority reports only apply to policy review and development but not to call-in because if the latter is rejected the original Cabinet decision will come into effect immediately and there will be no meeting for the minority report to be considered at.
- Each Overview and Scrutiny Committee will be responsible for agreeing its own work programme.
- The amalgamation of the three T&F Group Protocols into one.

### 3. Recommendations

3.1 - That Members consider and approve the proposed amendments to the overview and scrutiny arrangements within the Constitution as set out in the Appendix.

## Report

### 4. Risk Assessment and Opportunities Appraisal

4.1 - Effective Overview and Scrutiny is a feature of the Council’s governance arrangements, where the Council is operating executive arrangements. There are a range of factors that could result in risks to the Council of not doing Overview and Scrutiny effectively. These include the failure to:

- challenge and hold decision makers to account.
- link O&S work to the delivery of the council’s priorities and risk management – failure to demonstrate added value
- carry out thorough and appropriate research to make evidence-based recommendations.
- engage partners and providers.
- ensure that structures and models of operation are fit for purpose and match ambition and available resources.
- ensure that O&S can operate as the voice of communities.
- draw on member knowledge and experience to inform policy development.

4.2 - To mitigate, tolerate or eradicate these risks, enablers for effective scrutiny include:

- Operating in an apolitical manner.
- Clarity of vision and purpose
- Overview and Scrutiny support availability, capability and capacity
- Effective engagement and commitment by Members and officers at all levels, including Cabinet, Opposition Leaders, Scrutiny Chairs and Senior Officers who play a central role in setting the tone and direction
- Robust Work programming and prioritisation of topics with clear objectives and expected impacts
- Ensuring that Overview and Scrutiny work will add value to the Council and communities e.g., through strong links between work programme topics and the integrated strategic plans that set out the actions and timescales to deliver the priorities in the Shropshire Plan
- Access to and availability of robust data and intelligence
- Good relationship with partners and providers

4.3 - The Centre for Governance and Scrutiny identifies 4 principles for good scrutiny:

- provide constructive “critical friend” challenge;
- amplify the voice and concerns of the public
- be led by independent people who take responsibility for their role
- drive improvement in public services.

It is proposed to add these principles into the Constitution.

4.4 - Overview and Scrutiny Committees have remits that cover the breath of the work of public services, from looking internally at the Council to looking externally including Health Services and provision through Health Overview and Scrutiny requirements.

4.5 - The new structure for the Overview and Scrutiny Committees confirmed by Council on the 30 March 2023 provides strong links to the priorities in the Shropshire Plan to support an outcome focus to their work, as well as ensuring that, where required, the committees can be sighted on a specific directorate.

4.6 - Topics for Overview and Scrutiny Committee work programmes are identified by the respective committee itself and based on a number of different considerations. These include an understanding of risks to the Council (e.g. failure to deliver the Shropshire Plan), employees, to service users themselves, and to communities. These may be identified through reviewing performance information and comparing with others, changes to national and local policies, budget information, feedback from customers/service users, feedback from partners/providers, and reports from regulators.

4.7 - During overview and scrutiny work evidence will be gathered that builds on this understanding to inform the development of conclusions and evidence-based recommendations.

## 5. Financial Implications

5.1 - Effective overview and scrutiny produces evidence-based recommendations. These can be informed by learning from best practice and an understanding of “what works” at other similar local authorities, as well as developing a robust picture of what the situation is locally, based on data, intelligence and insights. Where adopted, recommendations can help with the efficiency and effectiveness of services that can be delivered differently, as well as informing the development of current and new policies.

5.2 - There are no direct financial implications associated with this report. However, opportunities to develop how the Council undertakes overview and scrutiny in the future may benefit from a small budget. Whilst this will depend on how the development takes place this may include seeking input from external experts, carrying out meetings and engagement in communities and at venues relevant to topics, overview and scrutiny specific training and development, and accessing additional data and information that may need to be purchased.

## 6. Climate Change Appraisal

6.1 - All reports to Overview and Scrutiny committees, as with all council committees, include appraisals of the impact of the report content on climate change.

6.2 - Overview and Scrutiny Committee work programmes directly link to the Shropshire Plan priorities, including Healthy Environment which is built around climate change and carbon reduction, and the natural and historic environment.

6.3 - Climate change and carbon reduction related issues are directly identified in the remit and therefore focus of the Place Overview Committee i.e.

- delivery of the agreed lower carbon footprint and emissions targets, including air quality, by the Council and its partners;
- actions to protect, enhance and value Shropshire’s our natural resources and respect the historic environment;
- arrangements to safeguard and promote a clean and green environment;
- the delivery of work to reduce landfill and waste;
- management and development of the physical and digital infrastructure

## 7. Background

7.1 - During the Autumn 2022 the Council invited the Centre for Governance and Scrutiny (CfGS) to carry out a Scrutiny Improvement Review (SIR). The SIR report and proposals to change the number of overview and scrutiny committees from 5 to 4, and for there to be 11 Members on each committee was agreed by Council at their meeting on the 30 March 2023.

7.2 - Whilst work is underway to address all of the recommendations in the SIR report, there are some developments highlighted in this paper that will benefit from the mechanics of Overview and Scrutiny being updated, including within the Constitution.

7.3 - Collaborative working between the Group Leaders and Scrutiny Chairs has identified the opportunity to re-energise the ‘Scrutiny Chairs Group’ with a strong focus on the continuous improvement of Overview and Scrutiny, and to inform options to coordinate the work of the committees e.g. where more than one committee will be looking at the same

topic. It is important to remember that the Scrutiny Chairs meeting is not decision-making but has a key role in advising the Chief Executive on effective changes to scrutiny arrangements that the Council could implement.

7.4 - Each committee sets their own work programme and will identify and prioritise strategic, cross-cutting system focused topics where they are able to add value and support the delivery of the Shropshire Plan and statutory requirements. Whilst work programmes can and will be revisited by committees, the aim is to set them at the start of each year and that they inform the timing of work, and the resource requirements to support the work.

7.5 - The emphasis will be on the Members being supported to deliver the work programme, using approaches such as task and finish groups to investigate the topics and develop evidence-based recommendations. This is underpinned by fewer meetings of the committees, providing more time for the Members to look into the work programme topics; linked directly to the decision-making timescales set out in strategic plans and the forward plan.

7.6 - Topics that are included in the previous Overview and Scrutiny Committee work programmes, but have not started as pieces of work, can be included in the topics that will be considered and prioritised by the new committees, if those committees choose to do so.

7.7 - Where work is already underway through existing overview and scrutiny investigations, e.g. through task and finish groups, these pieces of work should be completed and reported back into the relevant committee. There are currently three ongoing live pieces of overview and scrutiny work underway:

- Rural Proofing in Health and Care Services (Health and Adult Social Care Overview and Scrutiny Committee to Health and Adult Social Care Overview and Scrutiny Committee)
- Social Housing Needs Assessment (Communities Overview Committee to Economy and Environment Overview and Scrutiny Committee)
- River Water Quality (Place Overview Committee to Economy and Environment Overview and Scrutiny Committee)

7.8 - The process of the committees setting their work programmes will include the identification of items for Member briefings that will form the Member Development programme. These will be topics and developments that Members and officers identify which Members need to be informed about and understand. Members may identify topics that can be considered for the committee work programmes as a result of the briefings.

7.9 - The new structures and approach to Overview and Scrutiny will be reviewed after 6 months of operation. This will fall during quarter 3 in 2023, and this timing would enable the outcomes of the review and options to continuously improve overview and scrutiny to be confirmed and in place from April 2024.

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

**Local Member:** All

**Appendix**

Proposed Amendments to the Constitution as it relates to Overview and Scrutiny.



# Appendix - Amendments to the Constitution as it Relates to Overview and Scrutiny

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## Article 6 Overview and Scrutiny Committees

- 6.1 The overview and scrutiny function is a central element to this constitution. Overview and Scrutiny Committees will meet in public to discuss and make recommendations on the review of policies and hold Cabinet to account for their actions. They will also have a key role in considering other matters of local concern.
- 6.2 The guiding principle for the work of scrutiny is that it should be consensual, non-political and positive. The emphasis of the work should be on making a proactive and positive contribution to the review of policy and service improvement and the discharge of the Council's functions. This is best achieved by an inclusive process covering Members, partners, service users and staff.
- The Council will appoint four Committees.
  - The Transformation and Improvement Overview and Scrutiny Committee will be responsible for corporate governance and monitoring and evaluating the effectiveness of Shropshire Council and its partnerships.
  - The Overview and Scrutiny Committees may undertake reviews through task and finish groups and involve other Councillors with an interest. A protocol for Task and Finish Groups is set out in Part 5.
  - The People Overview and Scrutiny Committee will include in its work education matters and have statutory representatives as voting members within its overall membership for the relevant matters.
  - All Scrutiny Committees may also appoint non-voting representatives as co-opted members, as and when required.
  - Each Overview and Scrutiny Committee will exercise responsibility for the use of any finances made available to them.
  - An item shall be included on the agenda for every ordinary Council meeting to facilitate the review of the Scrutiny Committees. ▼

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- The Overview and Scrutiny Committees will conduct their proceedings in accordance with the Overview and Scrutiny Procedure Rules set out in Part 4 of this Constitution.

- The Chairs of the other three Committees will all sit on the Transformation and Improvement Overview and Scrutiny Committee to focus on strategic issues for overview and scrutiny and maintain regular dialogue and engagement with senior officers,

6.3 Overview and Scrutiny should not be political and should have regard to four principles of good scrutiny:

- provide constructive “critical friend” challenge
- amplify the voice and concerns of the public
- be led by independent people who take responsibility for their role
- drive improvement in public services

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Page 26  
Part 3 of the Constitution

<u>Transformation and Improvement</u> <u>Overview and t</u> Scrutiny Committee	Members of the Authority	The statutory functions of an Overview and Scrutiny Committee as set out in the Overview and Scrutiny Procedure Rules.	N/A
<u>People Overview and Scrutiny</u> Committee	Members of the Authority (plus non voting and other co-opted members)	The statutory functions of an Overview and Scrutiny Committee as set out in the Overview and Scrutiny Procedure Rules.	
<u>Economy and Environment,</u>	Members of the Authority	The statutory functions of an Overview and Scrutiny Committee as set out in the Overview and Scrutiny Procedure Rules .	N/A

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**Deleted:** School Standards Sub-Committee (for inspection reports)¶

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Overview and Scrutiny Committee			
Health Overview and Scrutiny Committee	Members of the Authority	To review and scrutinise, in accordance with the Local Authority (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002 as amended, matters relating to the health service in the authority's area and to make reports and recommendations in accordance with those Regulations.	

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## OVERVIEW AND SCRUTINY PROCEDURE RULES

### 1. What Will Be the Number and Arrangements for Scrutiny Committees?

The Council will have the Scrutiny Committees set out in Article 6 and will appoint to them as it considers appropriate from time to time. Such committees may appoint sub-committees. Scrutiny Committees may also be appointed for a fixed period, on the expiry of which they shall cease to exist.

- (a) The Council will have 4 committees, which will perform Overview and Scrutiny functions on behalf of the Council;
- (b) The terms of reference for each committee will be as set out in Table 1 at the end of these Rules.
- (c) Informal (i.e. non-decision-making) meetings of the Scrutiny Committee Chairmen (Scrutiny Chairs Group) will from time to time be held to discuss the effectiveness of the Scrutiny function and other matters of relevance with a view to advising the Chief Executive on any amendments required to the Council's scrutiny arrangements. The Leaders of all the political groups, Vice Chairmen of Scrutiny Committees, the Statutory Scrutiny Officer and appropriate Chief Officers will be invited to attend.
- (d) Where matters fall within the remit of more than one Scrutiny Committee or Sub-Committee, the Chief Executive, in consultation with the Scrutiny Chairs' Group shall determine which of them will assume responsibility for any particular issue.
- (e) The Chief Executive shall receive requests from the Executive and/or the Council for reports from Scrutiny Committees and allocate them, in consultation with the Scrutiny Chairs Group, to one or more of the Scrutiny Committees.
- (f) There will be a Members' Question Time at the commencement of each Scrutiny Committee.
- (g) A protocol on Task and Finish Groups is set out in Part 5.

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### 2 Who May Sit on Overview and Scrutiny Committees / Task and Finish Groups?

All councillors except members of the Executive may be members of a Scrutiny Committee. However, no member may be involved in scrutinising a decision in which he/she has been directly involved.

### 3. Co-optees

Each Scrutiny Committee shall be entitled to appoint a number of people as non-voting co-optees as and when required, for example at a themed meeting or to join a Task and Finish Group.

The People Overview [and Scrutiny](#) Committee shall be entitled to appoint permanent co-opted members for education matters in accordance with paragraph 4.

In all cases co-optees should be appointed to add value to the work of the Overview and Scrutiny Committees so that they are supported by those with specialist knowledge and expertise, appropriate to the subject under review.

#### 4. **Education Representatives**

The People Overview [and Scrutiny](#) Committee dealing with education matters shall include in its membership the following voting representatives:

- (a) 1 Church of England Diocese representative;
- (b) 1 Roman Catholic Diocese representative; and
- (c) 2 Parent Governor representatives.

The committee in this paragraph is a committee of a local education authority, where the committee's functions relate wholly or in part to any education functions which are the responsibility of the authority's Executive. If the Scrutiny Committee deals with other matters, these representatives shall not vote on those other matters, though they may stay in the meeting and speak.

#### 5. **Meetings of the Scrutiny Committees**

Ordinary meetings of each Scrutiny Committee in each year shall be set out in the Council Diary. In addition, extraordinary meetings may be called from time to time as and when appropriate. A Scrutiny Committee meeting may be called by the Chair of the relevant Scrutiny Committee by any 2 members of the relevant Scrutiny Committee or by the Chief Executive if he/she considers it necessary or appropriate.

#### 6. **Quorum**

The quorum for a Scrutiny Committee shall be as set out for committees in the Council Procedure Rules in Part 4 of this Constitution.

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7. Who Chairs Scrutiny Committee Meetings?

Chairs of Scrutiny Committees will be drawn from among the councillors sitting on the committee, and subject to this requirement, the committee may appoint such a person as it considers appropriate as Chair. Best practice however dictates that the Chair of the Committee is not normally a member of the controlling political group(s).

8. Work Programme

Each Overview and Scrutiny Committee will be responsible for setting its own work programme. In doing so, they shall take into account the wishes of all members serving on that Committee, particularly those who are not members of the largest political group on the Council.

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9. Agenda Items

- (a) Any member of the Council shall be entitled to give notice to the Proper Officer that he/she wishes an item relevant to the functions of an Overview and Scrutiny Committee to be included on the agenda for a future meeting of one of the Committees. On receipt of such a request, the Chief Executive will refer the request, in consultation with the Scrutiny Chairs Group, to the next available meeting of the relevant Overview and Scrutiny Committee.
- (b) The Scrutiny Committees shall also respond, as soon as their work programme permits, to requests from the Council and if it considers it appropriate, the Executive, to review particular areas of Council activity. Where they do so, the Scrutiny Committee shall report their findings and any recommendations back to the Executive and/or Council. The Council and/or the Executive shall consider the report of the Scrutiny Committee within 2 months of receiving it.

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10. Policy Review and Development

- (a) The role of the Scrutiny Committees in relation to the development of the Council's Budget and Policy Framework is set out in detail in the Budget and Policy Framework Procedure Rules.
- (b) In relation to the development of the Council's approach to other matters not forming part of its Policy and Budget Framework, Scrutiny Committees or sub-committees may make proposals to the Executive for developments in so far as they relate to matters within their terms of reference. Scrutiny Committees may hold enquiries and investigate the available options for future direction in policy development and may appoint advisers and assessors to assist them in this process. They may go on site

visits, conduct public surveys, hold public meetings, commission research and do all other things that they reasonably consider necessary to inform their deliberations. They may ask witnesses to attend to address them on any matter under consideration and may pay to any advisers, assessors and witnesses a reasonable fee and expenses for doing so.

#### 11. Reports from Scrutiny Committee

- (a) Once it has formed recommendations on proposals for development, the Scrutiny Committee will prepare a formal report and submit it to the Proper Officer for consideration by the Executive (if the proposals are consistent with the existing budgetary and policy framework), or to the Council as appropriate (e.g. if the recommendation would require a departure from, or a change to the agreed budget and policy framework).
- (b) If the Scrutiny Committee cannot agree on one single final report to the Council or Executive as appropriate, then in respect of Policy Review and Development only (not call-in), up to one minority report may be prepared by the Minority Group(s) and submitted for consideration by the Council or Executive with the majority report.
- (c) The Council or Executive shall consider the report of the Scrutiny Committee within 2 months of it being submitted to the Proper Officer.

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#### 12. Making Sure That Scrutiny Reports are Considered by the Executive

- (a) The agenda for Executive meetings shall include an item entitled 'Consideration of Reports from Overview and Scrutiny'. The reports of Scrutiny Committees referred to the Executive shall be included at this point in the agenda (unless they have been considered in the context of the Executive's policy deliberations on a substantive item on the agenda) within 2 months of the Executive receiving it.
- (b) Once a Scrutiny Committee has completed its deliberations on matters (where appropriate) it will forward a copy of its final report to the Proper Officer who will allocate it to either or both the Executive and the Council for consideration, according to whether the contents of the report would have implications for the Council's Budget and Policy Framework. If the Proper Officer refers the matter to Council, he/she will also serve a copy on the Leader with notice that the matter is to be referred to Council. The Executive will have 4 weeks in which to respond to the Scrutiny report, and the Council shall not consider it within that period. When the Council does meet to consider any referral from a Scrutiny Committee on a matter which would impact on the Budget and Policy Framework, it shall also consider the response of the Executive to the Scrutiny proposals.  
Or
- (c) Where a Scrutiny Committee prepares a report for consideration by the Executive in relation to a matter where the Leader has delegated decision-making power to another individual Member of the Executive then the Scrutiny Committee will submit a

copy of their report to that individual for consideration. At the time of doing so, the Scrutiny Committee shall serve a copy on the Proper Officer and the Leader. If the member with delegated decision-making power does not accept the recommendations of the Scrutiny Committee, then he/she must then refer the matter to the next available meeting of the Executive for debate before exercising his/her decision-making power and responding to the report in writing to the Scrutiny Committee. The Executive Member to whom the decision-making power has been delegated will respond to the Scrutiny Committee within 4 weeks of receiving it. A copy of his/her written response to it shall be sent to the Proper Officer and he/she will attend a future meeting of the Scrutiny Committee to present their response.

- (d) Only 5 reports from Scrutiny will be considered at each meeting of the Executive
- (e) Scrutiny Committees will in any event have access to the Executive's Forward Plan and Timetable for decisions and intentions for consultation. Even where an item is not the subject of detailed proposals from a Scrutiny Committee following a consideration of possible policy/service developments, the committee will at least be able to respond in the course of the Executive's consultation process in relation to any key decision.

### 13. **Rights of Scrutiny Committee Members to Documents**

- (a) In addition to their rights as councillors, members of Scrutiny Committees have the additional right to documents and to notice of meetings as set out in the Access to Information Procedure Rules in Part 4 of this Constitution.
- (b) Nothing in this paragraph prevents more detailed liaison between the Executive and Scrutiny Committee as appropriate depending on the particular matter under consideration.

### 14. **Members and Officers Giving Account**

- (a) Any Scrutiny Committee may scrutinise and review decisions made or actions taken in connection with the discharge of any Council functions. As well as reviewing documentation, in fulfilling the scrutiny role, it may require any (other) member of the Executive, the Head of Paid Service and/or any Chief or Senior Officer to attend before it to explain in relation to matters within their remit:
  - (i) any particular decision or series of decisions and/or their performance in relation to those decisions;
  - (ii) the extent to which the actions taken implement Council policy, and it is the duty of those persons to attend if so required.
- (b) Where any Member or officer is required to attend a Scrutiny Committee under this provision, the Chair of that committee will inform the Proper Officer. The Proper Officer shall inform the Member or officer in writing giving at least 5 working days' notice of the meeting at which he/she is required to attend. The notice will state the nature of the item on which he/she is required to attend to give account and whether any papers are required to be produced for the Panel. Where the account to be given to



the Panel will require the production of a report, then the Member or officer concerned will be given sufficient notice to allow for preparation of that documentation.

- (c) Where, in exceptional circumstances, the Member or officer is unable to attend on the required date, then the Scrutiny Committee shall, in consultation with the member or officer, arrange an alternative date for attendance to take place.

#### 15. Attendance by Others

- (i) A Scrutiny Committee may invite people other than those people referred to in paragraph 14 above to address it, discuss issues of local concern and/or answer questions and provide reasonable expenses for doing so. It may, for example, wish to hear from residents, stakeholders and members and officers in other parts of the public sector and shall invite such people to attend.
- (ii) If there is insufficient time to hold a meeting for the Committee to decide who to invite to attend the meeting then this decision shall be taken by the Chairman, Vice Chairman and the relevant Director.

*Attendance is of course entirely optional.*

#### 16. Call-In

- (a) When a decision is made by the Executive an individual member of the Executive or a committee of the Executive or a key decision is made by an officer with delegated authority from the Executive or under an area committee or under joint arrangements, the decision shall be published and entered into a register to be known as the 'Decisions List', and shall be available at the main offices of the Council normally within 2 working days of being made. Such decisions should also be published to members by means of a list available for inspection by Members via e-mail. In accordance with Members' requirements, the Decisions List (or relevant part of the list) shall also be sent in writing by post, if requested, but such delivery shall not affect the timescales for 'calling-in'.
- (b) That notice will bear the date on which it is published and will specify that the decision will come into force, and may then be implemented, on the expiry of 5 working days (i.e. on the 6<sup>th</sup> working day) after the publication of the decision, unless it is called in.
- (c) During that period, the Proper Officer shall call-in a decision for a Scrutiny Committee if so requested in writing by:
- (i) any 12 members; or

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- (ii) Group Leaders (or persons authorised by them) may 'call-in' items on behalf of all members of their group by communicating a 'group call-in' request to the Proper Officer, which request shall be in writing (or e-mail), or if an oral request, confirmed in writing (or e-mail) within 3 days. It will be for Group Leaders to ensure that they have the consent of all group members to the exercise of a 'group call-in' request. Such requests shall be treated as if individual call-in requests had been received from each and every member of the Group; or
- (iii) the Chair of the relevant Scrutiny Committee.

To effect a call in as referred to above the Notice to the Proper Officer shall include the reasons for the call in of the executive decision and what alternative course of action (unless the preferred course of action is to do nothing – in which this will be stated in the Notice ) is proposed.

The Monitoring Officer, shall in consultation with the Chair or Vice Chair of the relevant Scrutiny Committee, determine within 3 working days whether the call in has been made in accordance with the previous paragraph,

The Proper Officer shall then notify the decision-taker of the call-in. The call-in decision will go to the next meeting of the relevant Scrutiny Committee, or to a special meeting, if necessary, on grounds of urgency.

If, having considered the decision, the Scrutiny Committee is still concerned about it, then it may refer it back to the decision-making person or body for reconsideration, setting out in writing the nature of its concerns or refer the matter to full Council. If referred to the decision-maker they shall then reconsider within a further 15 working days, amending the decision or not, before adopting a final decision.

- (d) If, following consideration of the decision, the Scrutiny Committee does not refer the matter back to the decision-making person or body, the decision shall take effect on the date of the Scrutiny meeting.
- (e) If the matter was referred to full Council and the Council does not object to a decision which has been made, then no further action is necessary and the decision will be effective in accordance with the provision below. However, if the Council does object, it has no locus to make decisions in respect of an Executive decision unless it is contrary to the Policy Framework, or contrary to, or not wholly consistent with the Budget. Unless that is the case, the Council will refer any decision to which it objects back to the decision-making person or body, together with the Council's views on the decision. That decision-making body or person shall choose whether to amend the decision or not before reaching a final decision and implementing it. Where the decision was taken by the Executive as a whole or a committee of it, a meeting will be convened to reconsider within 15

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working days of the Council request. Where the decision was made by an individual, the individual will reconsider within 15 working days of the Council request.

- (f) If the Council does not refer the decision back to the decision-making body or person, the decision will become effective on the date of the Council meeting.

### 17. Call-in and Urgency

The call-in procedure set out above shall not apply where the decision being taken by the Executive or those with delegated authority is urgent and one of the following applies:

- (i) the item was so identified in the Report of the decision-maker when the item was considered and the decision made;
- (ii) the item has been identified as urgent by a Director or the Chief Executive and a note of the reason thereof is included in the decision summary.
- (iii) the item being already suspended by virtue of paragraph 16(c) is nevertheless identified as urgent by the Chief Executive following consultation with Group Leaders and a note of the reason therefore is included in the summary sheet. If certified as 'urgent' and entered into the Decisions List kept by the Monitoring Officer and noted therein as an 'urgent item', then such decision shall take effect on the date of such entry into the Decisions List.

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### 18. The Party Whip

Scrutiny is not an opposition role, it is a cross-party duty and should not therefore be adversarial or party political. A party whip could be taken to mean "Any instruction given by or on behalf of a political group to any councillor who is a member of that group as to how that councillor shall speak or vote on any matter before the Council or any committee or sub-committee, or the application or threat to apply any sanction by the group in respect of that councillor should he/she speak or vote in any particular manner".

When considering any matter in respect of which a member of a Scrutiny Committee is subject to a party whip, the Member must declare the existence of the whip, and the nature of it before the commencement of the Panel's deliberations on the matter. The declaration and the detail of the whipping arrangements shall be recorded in the minutes of the meeting.

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### 19. Procedure at Scrutiny Committee Meetings

- (a) Scrutiny Committees shall consider the following business:
- (i) minutes of the last meeting;
  - (ii) declarations of interest (including whipping declarations);
  - (iii) consideration of any matter referred to the committee for a decision in relation to call-in of a decision;
  - (iv) responses of the Executive to reports of the Scrutiny Committee;
  - (v) updates/progress reports (if any) on previous recommendations; and
  - (vi) the business otherwise set out on the agenda for the meeting.
- (b) Where the Scrutiny Committee conducts investigations (e.g. with a view to policy development), the committee may also ask people to attend to give evidence at the committee which are to be conducted in accordance with the following principles:
- (i) that the investigation be conducted fairly and all members of the committee be given the opportunity to ask questions of attendees, and to contribute and speak;
  - (ii) that those assisting the committee by giving evidence be treated with respect and courtesy; and
  - (iii) that the investigation be conducted so as to maximise the efficiency of the investigation or analysis.
- (c) Following any investigation or review, the committee shall prepare a report for submission to the Executive (Cabinet) and/or Council as appropriate and shall make its report and findings public.

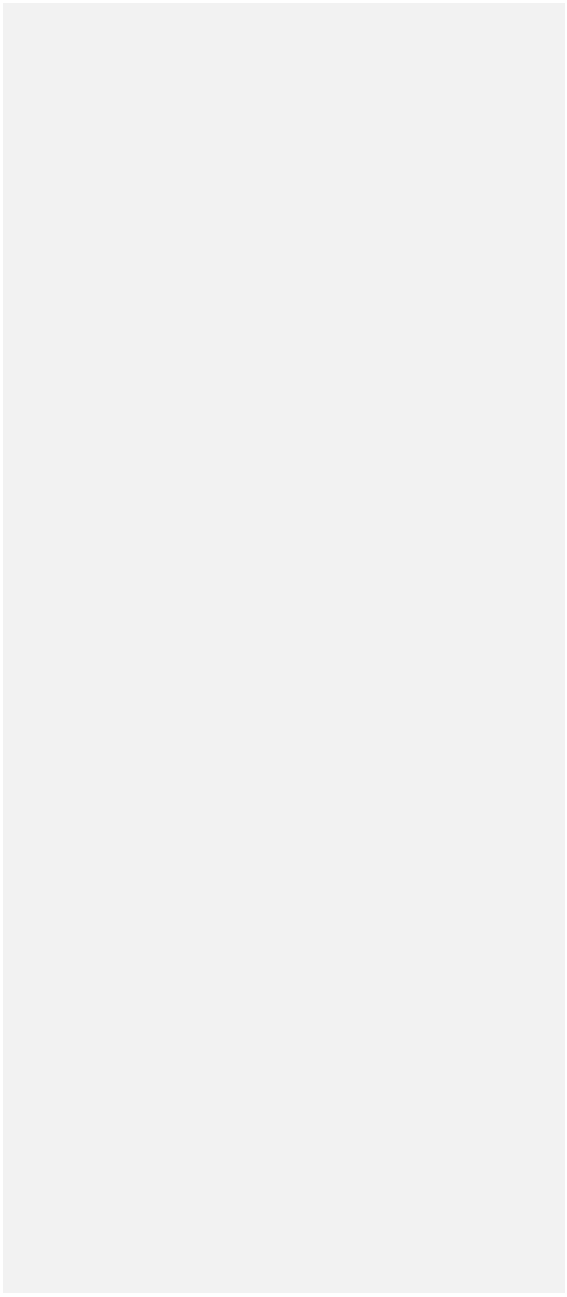
20. **Matters Within the Remit of More Than One Scrutiny Committee**

- (a) Where a Scrutiny Committee conducts a review or scrutinises a matter which also falls (whether in whole or in part) within the remit of another Scrutiny Committee, joint working between those panels will be encouraged.
- (b) Joint working between the scrutiny committees will take place at a joint themed meeting where the matter will be considered, (Each Scrutiny Committee will reach its own view on the matter). Or through a joint task and finish group that will consist of members of the panels involved and will undertake their work outside of the Scrutiny Panel meetings, reporting back to a Joint themed meeting (Each Scrutiny Committee will reach its own view on the matter).
- (c) If it is decided that a Scrutiny Panel will conduct the review individually then they shall invite the Chair of the other committee (or his/her nominee) to attend its meetings when the matter is being reviewed.
- (d) Before submitting its findings to the Executive (Cabinet) and/or Council for consideration, the report of the reviewing Scrutiny Committee shall be considered by the other Scrutiny Committee for comment. Those comments shall be incorporated into the report which is then sent to that body for consideration.

**Commented [TC2]:** It is proposed that this issue is considered in more detail within the Scrutiny Chairs Group because of the complications that arise from having a Joint Committee.

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**Table 1: Overview and Scrutiny Committees: Remit**

Overview and Scrutiny should not be political and should have regard to [the Centre for Governance and Scrutiny's four principles of good scrutiny](#):

- provide constructive “critical friend” challenge
- amplify the voice and concerns of the public
- be led by independent people who take responsibility for their role
- drive improvement in public services

All Overview and Scrutiny Committees will:

- Start from a position and a focus on the delivery of outcomes for Shropshire communities and the Council’s priorities as set out within [The Shropshire Plan](#)
- Set their own work programme based on their remit and a clear view of the value that they will add through their work
- Work together on topics that cut across more than one committee’s remits
- Identify the approaches that they want to take to carry out their work e.g. task and finish groups, thematic committee meetings, whole committee investigations
- Consider how the Council is working with partners at all levels to deliver the priorities and strategic objectives
- Make evidence-based recommendations, triangulating the intelligence and insights gathered through their investigations
- Investigate topics before decisions have been made by the decision makers
- Review the impact and progress following the implementation of decisions
- Respond to Call-ins for topics that are within their remit
- Report on the impact and added value they have achieved each year to Council

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Committee Title	Outcomes that the Overview and Scrutiny Committee is responsible for
<u>Transformation and Improvement Overview and Scrutiny Committee</u>	<u>Overall Council Performance (including financial, quality and activity)</u> <u>Effectiveness and delivery of the Improvement and Transformation programme</u> <u>Support Services including: Finance, ICT, HR, OD, Legal and Member Services</u>

Committee Title	Outcomes that the Overview and Scrutiny Committee is responsible for
	<p><u>Priority:</u> <u>Healthy Organisation</u></p>
<p>Health Overview and Scrutiny Committee</p>	<p><u>The Council's duty of health and wellbeing (including needs assessments, strategies, prevention, and commissioning)</u> <u>Planning and delivery of Health Services (HOSC)</u> <u>Integrated Care System (including Council services)</u></p> <p><u>Priorities:</u> <u>Health People</u> <u>Healthy Economy</u></p> <p><u>External focus:</u> <u>Health Trusts which are based in, impact on or provide services in the Shropshire Council Area</u> <u>Integrated Care System in the Shropshire Council Area</u></p>
<p>People Overview and Scrutiny Committee</p>	<p><u>Services for adults including:</u> <u>Social Care,</u> <u>Safeguarding,</u> <u>Special needs services,</u></p> <p><u>Services for children including:</u> <u>Social Care</u> <u>Safeguarding</u> <u>Special needs services</u> <u>Schools and learning</u></p> <p><u>Priority:</u></p>

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Committee Title	Outcomes that the Overview and Scrutiny Committee is responsible for
	<a href="#">Healthy People</a>  •
<a href="#">Economy and Environment Overview and Scrutiny Committee</a>	<a href="#">Economic growth</a> <a href="#">Highways infrastructure and connectivity</a> <a href="#">Housing (including affordable and social housing)</a> <a href="#">Climate strategy and action plan</a> <a href="#">Culture and Leisure</a> <a href="#">Flooding and water management</a> <a href="#">16+ Education and learning and skills</a> <a href="#">Community Safety</a>  <a href="#">Priorities:</a> <a href="#">Healthy Economy</a> <a href="#">Healthy Environment</a> ▼

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# Protocol – Work Progamming and Task & Finish Groups

## General Principles

1. Task and Finish Groups may be established by the Council, by Cabinet or by Committees of the Council (except for Planning and Licensing) and their sub-committees (i.e., the “parent body”).
2. The purpose of any Task and Finish Group will be to carry out an assigned piece of work according to the remit established by the parent body, and to report its findings and conclusions back to that parent body.
3. Every Task and Finish Group need not be politically balanced. The priority is for members of any Task and Finish Group to have a special knowledge or interest in the subject to be investigated. The presumption shall be that other members of Council have delegated their authority and trust to those subsequently appointed to serve on the Task and Finish Group, to complete their work in an effective manner. If it is not possible to reach agreement on the membership of a Task and Finish Group the make-up of the group will be based on political balance.
4.
  1. Unless otherwise agreed by the Task and Finish Group, the documents relating to it should be regarded as documents for a “work in progress” and as such are not in the same category as committee documentation which is generally regarded as complete. Unless otherwise agreed by the Task and Finish Group, the documents relating to it should be regarded as “draft” and “work in progress” and as such are not in the same category as committee documentation which is generally regarded as complete. Some of these documents may present possibilities and options that will be evaluated as part of the Task and Finish Group work and are therefore not a final position.
5. In some cases, premature publication of such documents may be counter-productive, unnecessarily raising concerns that the Council may be inclined to a particular course of action, before any alternative courses of action have been considered or tested. Members of a Task and Finish Group should therefore consider the papers sent to them in connection with their work to be of a sensitive nature, and should not copy, or cause them to be copied, outside the group.
6. Where a Task and Finish Group feels that there would be benefit from the Group seeking the views of an external body, group or individual, then they should be invited to attend a future meeting for this purpose.

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7. The Chair of the parent body may request copies of papers for their information only, but again must not copy, or cause them to be copied further.
8. This proscription is not intended to obscure the need for transparency in local government decision making, but to ensure that the fullest possible range of options in any case, may be considered, without unduly raising disquiet.
9. Members of any Task and Finish Group will be free to brief their political groups about progress in general terms and consult with their members at the point at which outcomes are becoming clearer.
10. Unless otherwise agreed by the Task and Finish Group, its meetings will be held in private. Agendas will be provided for all members and will clearly indicate the items to be discussed. Any member wishing to attend the meeting who is not a member of the Group shall be entitled to attend. Unless they have a disclosable pecuniary interest in a matter under discussion, any member may speak having first given prior notice of their intention to do so or otherwise at the discretion of the Task and Finish Group chair

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1. Papers for and action notes of a meeting of a Task and Finish Group will be shared with Group Leaders at their request.

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General Framework

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### Work Programming

1. It is important to note that such work will generally be carried out through in depth reviews by the Overview and Scrutiny Committee or its sub-committee. The in depth work can be carried out by Task and Finish Groups.
2. Work Programmes for the Overview and Scrutiny Committees are developed by the Committees using topics proposed by Members.

Work Plans develop and evolve from a combination of documents and input from officers, portfolio holders and partners as appropriate. This can include the following:

- Areas that emerge through the transformation process
- Matters referred to O&S from Council/Cabinet
- Outcomes of public engagement
- Suggestions made by Council Members
- Suggestions made by the Council's Director Team
- The plans that set out how the Shropshire Plan will be delivered,
- Forward Plan for Cabinet

**Deleted:** Council's Strategic Action Plans

- Performance Monitoring Reports
- Suggestions made by Partners/Stakeholders
- Suggestions made by the public/communities or Town/Parish Councils
- Topics from financial monitoring reports/financial strategy
- Issues from reports from internal audit and from inspections and peer reviews

3. At an early stage in the municipal year the relevant Overview and Scrutiny Committee or relevant sub-committee considers the proposed topics for their work programme and prioritises them using a consistent checklist. In doing so they identify how overview and scrutiny work will add value to the topic e.g. for local communities, and ensure that the work programme for the committee is manageable. Officers will support Members to prioritise the topics and build in timing that allows the opportunity to inform decisions. The relevant Overview and Scrutiny Committee or relevant Sub-committee also identifies the best approach to carrying out the work through, more in-depth investigation. Where this is through the establishment of a Task and Finish Group, the Committee will set the draft terms of reference (including timescales), for the Group to report back.

4. Where new topics are identified after the work programme has been set, these can be considered by the relevant Overview and Scrutiny Committee or relevant sub-committee who will apply the consistent checklist, mentioned at point 3 above, to prioritise the topic to establish whether it should be added into the work programme, and whether additional meetings of the relevant Committee or relevant sub-committee are required, or whether a topic previously included in the work programme is deprioritised.

The process of considering and prioritising work programme topics is expected to identify topics that do not get included because they will not result in overview and scrutiny work adding value. However, these topics may be important information items and issues that Members need to be briefed on and to understand. These topics will be put forward for inclusion in the Member Development programme which will consist of topics identified by members and officers.

5. Where urgent matters arise the Scrutiny Officer will consult with the Chair of the Overview and Scrutiny Committee or relevant sub-committee to decide if an urgent meeting of the Committee or sub-committee is required.

6. Once the topic area for review is agreed, the Statutory Scrutiny Officer will confirm with Executive Directors which Officer will lead on this matter. This Officer will draft all reports for the meetings and carry out necessary research in liaison with the Scrutiny Officer.

7. The Scrutiny Officer will support the Executive Director and ensure all witnesses, co-optees, papers, etc are ready for consideration by Scrutiny members in the agreed timescales.

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- Deleted:** and focus on improvement and outcomes that make a difference to local people
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  - Deleted:** a) Chairman of the Overview and Scrutiny Committee or relevant sub-committee discusses with their Scrutiny Officer ¶
  - b) If issue can be resolved outside the Overview and Scrutiny system, Scrutiny Officer forwards for resolution as appropriate¶
  - c) If issue cannot be resolved outside the Overview and Scrutiny system, the matter will be referred to the next Overview and Scrutiny Committee or relevant sub-committee to consider if and when it should be included in its work plan.
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**Note:**

(1) Statutory Scrutiny Officer will:-

- Co-ordinate the support available to deliver overview and scrutiny activity undertaken by the Council
- Assist in ensuring that proper provision is made for independent O&S support to Members

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The Appointment of Members to Scrutiny Task and Finish Groups

This section outlines how Members will be appointed to Overview and Scrutiny Task and Finish groups.

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Where the Overview and Scrutiny Committee or its sub-committee decides that a Task and Finish Group should be established to examine a particular concern, the Committee or relevant sub-committee should specify a draft terms of reference for this work

including, as a minimum:

- the background/context,
- objectives,
- the approaches expected to be taken to deliver the work,
- the evidence required, and
- the expected timescales for completion and reporting back to the relevant parent Overview and Scrutiny Committee or relevant sub committee.

All members will be notified of the Task and Finish Group, and invited to express an interest in joining the group by responding with a brief note of how their particular range of skills and abilities match to the perceived requirements. Members with a disclosable pecuniary interest in the subject matter should not express an interest in joining the group.

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(a) the minimum and maximum number of members to be appointed to the group¶  
(b) the task which is being remitted to the group.¶  
(c) where possible, the range of skills/abilities/knowledge/expertise required¶

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After the closing date for interests to be registered, the Statutory Scrutiny Officer, with the appropriate Overview and Scrutiny Officer, in consultation with the Chair of the relevant parent Overview and Scrutiny Committee or relevant sub-committee will consider those expressions of interest, and may speak to the Members concerned to clarify any issues.

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Members shall be appointed to the Task and Finish Group having regard to the range of skills/abilities/knowledge/expertise demonstrated by Members.

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Membership of a political group should not be a factor in appointment, but where possible the Members appointed should include at least one member from each group, and for countywide issues have an appropriate geographical spread so that differences between communities can be considered.

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Once confirmed the membership of a Task and Finish group and the list of those who volunteered to join the Task and Finish group can be shared with Members on request.

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Where it is not possible to reach agreement on the membership of a Task and Finish group the make-up of the group would be based on political balance.

Care should be taken to secure the appropriate number of members for the delegated task.

For the avoidance of doubt and in the interests of openness where possible, a summary of the reasons for appointment of one member over another should be made and maintained.

Task and Finish groups can appoint outside persons with expertise as non-voting co-opted members to join the group for certain parts of the work.

# Members Role – Descriptions

## Scrutiny Committee Chair (and in their absence, the Vice Chair)

### Role

Within the relevant statutory provisions and the requirements of the Council's Constitution the purpose of the Chair's role is to provide leadership for the Committee's activities and at its meetings.

The Scrutiny Committee Chair's role and key responsibilities are:-

- To take the lead in scrutinising the activities of the Cabinet, in particular by co-ordinating the activities of the Scrutiny Committee by liaising with relevant Members and officers
- To take the lead in scrutinising the performance of services in carrying out the Council's policies
- To chair the Scrutiny Committee, co ordinate its activities and take a lead role in the work of the Committee
- To lead and oversee the proper process of call in of Cabinet decisions, once made, in accordance with Council Procedure Rules
- To provide advice to Cabinet on major issues or policies before final recommendations are made to Cabinet
- To contribute effectively to the Council's scrutiny process by ensuring that the questioning of relevant Cabinet Member on the development of policy and strategies and performance against such strategies and policies, whether at the Scrutiny Committee, full Council or by other means
- To scrutinise external reports on Council performance
- To identify cross cutting issues and to ensure a corporate approach to scrutiny in such areas
- To lead the investigation of policy proposals referred to the Committee by Cabinet by leading the Committee in obtaining preliminary background information
- To lead on the selection of witnesses and determining whether evidence is to be given orally or in writing
- To lead on determining a timetable for investigation
- To commission formal research to deliver the Committee's work programme

- To ensure regular contact with non Cabinet Members, community representatives, local stakeholders and the public to inform the effective scrutiny of policies, strategies, budgets and performance
- To establish and maintain effective working relationships with the Chief Executive, [Executive](#) Directors, Monitoring Officer, [Statutory Scrutiny Officer](#) and other key staff
- [To contribute to meetings of the Scrutiny Committee Chairs as appropriate](#)

## Scrutiny Committee Member

### Role

A Committee Member will contribute to the good government of the area by monitoring decision making, standards of service provision and examining policy issues. The role will involve monitoring the work of the Cabinet and the work of officers in carrying out Council policy through decision making.

The Scrutiny Committee Member's role and key responsibilities are:-

- To participate constructively in the activities of the Committee under the guidance of the Chair
- To monitor the Council's decision making process as part of the Scrutiny Committee
- To investigate the basis on which key decisions are taken and ensure that they are consistent with Council Policy as part of the Scrutiny Committee
- To monitor the effect of national legislation on the Council
- To hold Cabinet Members and officers to account in respect of their actions in carrying out Council policy
- To investigate the quality of services provided in accordance with the Scrutiny Committee's programme
- To participate in targeted reviews of the implementation of existing policies and the development of new policies by the Council through the scrutiny arrangements available and through Group consultation
- To participate constructively in any task groups or select committee work agreed by the Committee
- To establish and maintain effective working relationships with the Chief Executive, [Executive](#) Directors, Monitoring Officer, [Statutory Scrutiny Officer](#) and other key staff



## MEMBER QUESTIONS

### **Question from Councillor Tom Biggins**

At full Council in February 2022, I asked the following question:

“In the planning permission for the development of the new Talbot Manor estate, located off Alport Road in Whitchurch, there was a condition that a new mini-roundabout at the junction of Claypit Street and London Road would be constructed. Building is now at an advanced stage on the estate.

Residents are asking when will the mini- roundabout be constructed?”

No date was provided then. 15 months have passed, and the developer and Shropshire Council have at last ,completed the Section 278 agreement after persistent requests from myself that have latterly resulted in a planning enforcement case being opened but still no date has been forthcoming when the work will be done. I would therefore like to ask the same question again.

If the developer had not agreed to this planning condition in the first instance the planning consent would not have been granted.

At present the programmed resurfacing of London Road is being held up as it would be a waste of valuable resources to resurface the road and then dig it all up again to install the mini roundabout.

In the days between this question being lodged (20th April 2023) and Full Council on the 11th May can the Council please confirm a date from the developer when this planning condition will finally be discharged.

### **Response from Councillor Richard Marshall, Portfolio Holder for Highways and Regulatory Services**

There is technically no breach of planning control as the details of the roundabout have been agreed, but there was no date for the implementation of the works within the condition. It is fair to say that the condition was necessary to make the development acceptable, but there is nothing outstanding to enforce from a planning perspective. However, the council and the developer are committed to completing the roundabout in a timely fashion.

In terms of the Section 278 agreement, initially the Council had difficulties getting pricing from their contractor in order to complete the Agreement to then apply the necessary bond valuation and the Council’s 10% fees. This has now been done and the agreement is with the applicants Solicitor. We have been in contact with their engineer to liaise with our Area Coordination Officer to book the road space for the scheme. We cannot at this point in time confirm a date but we will continue to pursue the matter.

I give my commitment to continue to liaise with Council Officers, to ensure that this project is completed and I assure Cllr Biggins, that it will remain extremely high on my priority list until it is satisfied.

### **Question from Councillor Ruth Houghton**

There are just under 80,000 people living in Shropshire who are over the age of 65. 10,800 people who are aged over 85. Attendance Allowance is a non means tested benefit for people over state pension age who need help with personal care or supervision because of an illness or disability. It can also be claimed by older people who fund their own care in a care home. As a county with an ageing population this benefit, for those that are eligible, could make a real difference to many people, some of whom may be struggling due to the rising cost of living.

Can the Portfolio Holder confirm how many Older People in Shropshire are claiming this benefit and explain what actions the Council is undertaking to ensure that older people in our local communities, including in care homes, are aware of the benefit and confirm what support is available to help with submitting an application?

### **Response from Councillor Cecilia Motley, Portfolio Holder for Adult Social Care, Public Health, and Communities**

Response:

- All clients referred to us who have a care need have a financial assessment.
- If they are not getting Attendance Allowance, we signpost them to the Attendance Allowance Unit helpline.
- Shropshire does not administer applications for Attendance Allowance and so we do not hold this information, this is done by the Department of Work and Pensions and so they are the body that would have the appropriate tools and data to provide these numbers. Their website is: [DWP benefits statistics: February 2023 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/statistics/dwp-benefits-statistics)

### **Question from Councillor Heather Kidd**

What thoughts does the Council have around the abolition of the Marches LEP? The answer should have reference to the following:

- Is there a threat that unspent funding will stay with Government in these difficult financial times?
- Funding in this LEP is of course allocated to Telford and Wrekin, Herefordshire and Shropshire. Will that funding be allocated on a fair shares basis?
- Will existing funding allocations be honoured and what threats might challenge those promises if neighbouring authorities decide to take back moneys allocated to them originally?

Notes:

The government is “minded” to withdraw support from local enterprise partnerships (LEP’s) and transfer their responsibilities to local authorities from 2024. Chancellor Jeremy Hunt announced a consultation as part of the Budget

## **Response from Councillor Gwilym Butler, Portfolio Holder for Finance and Corporate Resources**

The Government has announced that it is 'minded' to withdraw its support and has asked LEP's and councils who are 'accountable bodies' to respond on this via a questionnaire. The deadline has been moved back to mid-May. Council should be clear that that withdrawal of Government support is not the same as being instructed to wind-down LEP activity – the LEP has independent status, so it must and will take its own independent decisions based on the views of its Board and Membership, and the Council, as accountable body, will support the agreed future direction.

To the specific points

- We are unaware of any 'threat' relating to unspent funding, and arrangements are likely to be different for different LEP areas.
- Significant LEP funding has been allocated to other bodies, not just the three represented local authorities. The winding up of a range of current arrangements, should that be required, will involve those councils and others. Arrangements would be expected to follow current areas of investment/borrowing and contracts and other agreements around these.
- Funding allocations and contractual obligations remain unchanged. Liaison with partner Councils has been established, seeking equity and minimisation of any detriment as a result of the Government announcement.

## **Question from Councillor Julian Dean**

In December 2022 Council approved the establishment of a Shropshire Economic Partnership Board, 'to assume the role of the Partnership Board for the UK Shared Prosperity Fund (UKSPF), providing oversight for the delivery of this government funding in Shropshire'.

The first allocations of the £12.4m Shropshire award should now be complete, as the window for applications closed at the end of January, with the expectation that 50% of money would be accounted for by the end of March.

Who sits on the SEPB, and are minutes of their meetings published?

What allocations were made under the council scheme listed as the UKSPF Feasibility Fund, and how were allocations decided?

What proportion of the fund was spent and have expenses been submitted and accounted for?

Has there been any impact assessments of these allocations?

What reporting is planned to members and residents regarding the use of this fund?

## **Response from Councillor Dean Carroll, Portfolio Holder for Growth, Regeneration and Housing**

In December 2022 Council approved the establishment of a Shropshire Economic Partnership Board, 'to assume the role of the Partnership Board for the UK Shared Prosperity Fund (UKSPF), providing oversight for the delivery of this government funding in Shropshire'.

The first allocations of the £12.4m Shropshire award should now be complete, as the window for applications closed at the end of January, with the expectation that 50% of money would be accounted for by the end of March.

1. Who sits on the SEPB, and are minutes of their meetings published?

The Shropshire Economic Partnership Board is made up of a broad range of businesses and organisations (a pdf attached gives the name of each member and their organisation) to ensure all important and key sectors are represented, their voices are heard and who are also happy to hold each other to account and question. The deputy chair is from a Shropshire-based business and was the ex-Chair of the Shropshire Business Board and many operate regionally, nationally and internationally and each want to make a positive contribution to the Shropshire economy and believe together they can have a greater impact. A list of Members can be found at appendix A

There are representatives from private companies, the voluntary sector, the education sector and public sector organisations including Shropshire Council, DLUHC (who provided the UKSPF funding), WMCA and Homes England

The intention is to publish the minutes of the SEPB meetings on the webpage being set up within the Shropshire Council website, the inaugural meeting notes are being finalised and a pdf version will be placed on this webpage.

2. What allocations were made under the council scheme listed as the UKSPF Feasibility Fund, and how were allocations decided?

The fund was heavily over-subscribed with requests received totalling over £600k against a maximum allocation of £150k. There were also three direct grant awards made to business support projects that could deliver in part by the end of 22/23 (these are listed at the end of the document). The assessments were undertaken by the shadow Delivery Groups that sit under the SEPB (due to timescales the awards had to be made in advance of the first sitting of the SEPB). Their recommendations in turn were signed off by James Walton. A list of allocations can be found at appendix B

3. What proportion of the fund was spent and have expenses been submitted and accounted for?

A total of £237,786 was spent on activity by the end of the 22/23 financial year. This included £25,608 for management and administration (note that a maximum of 4% M&A can be claimed over the lifetime of the programme).

4. Has there been any impact assessments of these allocations?

Impact assessments will only apply to significant capital schemes that are funded under the programme.

5. What reporting is planned to members and residents regarding the use of this fund?

Quarterly reports will be prepared and circulated to members. The first one will be circulated soon now that the figures are known from 22/23. Members of the public will be kept updated through press releases and information on the Shropshire Council website.

**Question from Councillor Julia Buckley**

During the April cabinet meeting, portfolio holders and senior officers discussed the current Kier Highways Term Maintenance Contract, describing Kier's performance as "some aspects of the contract are performing well and offering good value for money"

On Shropshire's "Fixmystreet" portal, the average completion time for a repair is published as 36 days.

However, this does not reflect the experience of Bridgnorth residents since the closure of the Highways depot in our town in September 2021 by this administration.

Residents have noticed a much longer wait for basic road and footpath repairs. For example:

- Queensway Drive: Crumbled, broken tarmac footpath and ironwork trip hazard. Reported for repair in March 2022 (13 months and still waiting). Ref: 14107373
- Stoneway steps handrail. Broken. Reported January 2022. Ref: 14080304 (15 months and waiting)
- Wenlock road footpath pitted and broken. 2021. Ref: 14074565 and 14074258 (2 years now) updated Oct 2022, ref: 14098981
- Woodberry Close bent and rusty. Reported 13 September 2022. Ref. 14082022 (7 months)
- Meadow Close road sign bend, faded and rusty. Reported 5 May 2022. Ref: 14088652 (11 months)
- Sunken footpath flooded on Castle Hill Terrace. Reported 28 February 2022. Ref: 14083758 (14 months)
- Footpath tarmac erupted by tree root on Dunval Road. Reported 2 April 2022. Ref: 14086794 (1 year)

Could the cabinet member for Highways explain why Bridgnorth highways repairs appear to be subject to longer delays than the Shropshire average?

Is Bridgnorth not a priority for Shropshire Highways?

Or is the problem with our contractor?

Or is the data on fixmystreet not reliable?

**Response from Councillor Richard Marshall, Portfolio Holder for Highways and Regulatory Services**

Our data highlights that the average time to fix a FixMyStreet enquiry in Bridgnorth is 34 days. The average across Shropshire is 36 days, therefore any links to lower levels of service being experienced by Bridgnorth residents are not supported by the data. Operational performance across Shropshire has continued to improve significantly.

Some examples Cllr Buckley provided were reported during the initial launch phase of FixMyStreet. At that time the system was in its infancy and was unable to inform people immediately that this is either “not an actionable defect in accordance with our Policy but we would continue to monitor via routine inspection” or “was not a high priority and will added to a future programme of routine maintenance” which would have closed these enquires at a much earlier point.

I can assure both the local member and the residents of Bridgnorth, that they have as much priority as the rest of the county and this is evidenced with the amount of work carried out over the past 12 Months by our contractors and our own teams

**Question from Councillor Rob Wilson**

As I raised at the Full Council meeting on 30th April 2023, will the council consider aligning the LCWIP to the highways resurfacing programme?

If footways and cycleways are upgraded to the latest standards at the same time, it would allow the council to account for this as capital schemes, hence saving money on the revenue budget.

**Response from Councillor Richard Marshall, Portfolio Holder for Highways and Regulatory Services**

The Council actively seeks to coordinate highway schemes in similar locations wherever possible, to achieve good value for money and ensure that budgets are best utilised to achieve the maximum outcomes available. The highways teams have integrated other schemes into resurfacing schemes, where proposals wherever possible and practicable and when proposals are sufficiently developed in advance of planned resurfacing programmes. The Council's investment into a four-year programme of highway surfacing means that there is now greater visibility of planned maintenance work which will lead to even greater opportunities to coordinate work. As the detail of the LCWIP and associated funding streams develop, this will become even more commonplace.

It is important to note, The LTN1/20 guidance applies to highway improvements, new highway construction and new or improved cycle facilities and not to highway maintenance programmes. As part of developing highway maintenance options, we do consider whether there are opportunities to address wider safety and inclusive mobility needs as well as the needs of cyclists; the guidance in LTN1/20 is a valuable resource in assessing the opportunities available.

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**ECONOMIC  
PARTNERSHIP**  
INVEST IN SHROPSHIRE

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# Shropshire Economic Partnership (SEP) Board

April 2023

Name	Organisation	Representing	Name	Organisation	Representing
Cllr Lezley Picton	Leader, Shropshire Council - Chair	<b>Local Authority</b>	Paul Gascoine	Homes England	<b>National Funder / Organisation</b>
Jeanie McGillvray	Remote - Deputy Chair	<b>Business</b>	Govin Aujla	BEIS / DLUHC	<b>National Funder</b>
			Gareth Bradford	West Midlands Combined Authority (WMCA)	<b>Regional Funder</b>
Mark Barrow	Executive Director of Place, Shropshire Council	<b>Local Authority</b>	Charlie Lloyd	Dept of Work & Pensions (DWP)	<b>National partner</b>
Cllr Sean Carroll	Portfolio Holder for Economic Growth, Shropshire Council	<b>Local Authority</b>	Mike Goodall	Federation of Small Businesses (FSB)	<b>Business</b>
Sonia Roberts	Marches LEP Chair	<b>LEP</b>	Ruth Ross	Shropshire Chamber of Commerce	<b>Business</b>
Allison Richardson	Qube / Shropshire Infrastructure Partnership	<b>VCS</b>	Ken Sloan / James Staniforth	Harper Adams University, represent all FE + HE	<b>Education &amp; Skills</b>
Julie Mellor / Nicola Daniels	Taking Part / Mayfair Centre	<b>Community Rep Forum</b>	Ray Wickson	SALC Exec Group	<b>Town &amp; Parish Councils</b>

# Business Sector Representatives

Name	Organisation	Representing
Tullis Matson	Stallion AI	Agri-tech
Steve Owen	CEO Paveaways	Construction
Richard Lumby	Lumby Consulting and Management	Construction
Jeannie McGillvray	Ex SBB chair + Remote (+ Deputy Chair)	Digital / Creative Rep
Mandy Stoker	Cool Shropshire	Environment Technologies / Research
Ben Wootton	QFinancial Services	Finance Rep
Bruce Orme	Wenlock Water	Food & Drink processing
Richard Partington	AceOn Energy	Future Energy / Low Carbon
Kevin Oubridge	Shropshire Net Zero	Green / Low Carbon / Environment
Darren Richards	Volumetrics	Green Technologies / Modular Construction
Stef Kay	Chair, Shropshire Partners in Care (SPIC) + CEO Bethphage	Health + Social Care
Mark Bebb	Love2Stay	Hospitality / Leisure
Ed Garrott	NFU	Land-based / Agri
Jan Hewes	Country Land & Business Association	Land Management
Simon MacVicker	Bridgnorth Aluminium	Manufacturing / Engineering rep
Nicky Kent	Social Heart CIC	Social Enterprise / CICs
Ed Thomas	Visit Shropshire Chair (new)	Visitor Economy rep

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Community and place feasibility study – successful awards

Appraisal Result	Applicant	Project Name/Brief	Amount allocated
Successful	Canal and River Trust	<p><b>Montgomery Canal Llanymynech – a destination in evolution</b></p> <p>To undertake a visitor destination feasibility and masterplan to identify opportunities to develop the visitor experience</p>	£20,000
Successful	Footprint Gallery	<p><b>Footprint Gallery Project</b></p> <p>Provide an analysis of the impact of the project of increased footfall at the Jackfield Tile Museum, the museum café and the local visitor economy. Explore the potential interest of Shropshire based artists in exhibiting at the Footprint Gallery. Canvass the community about their involvement/interest in the arts and their views about how to be involved. Provide a detailed analysis of the three year development plan for managing the gallery. Establish how the gallery might become self funding by 2025 in addition with the potential of creating 2 part time jobs. Explore the potential for Jackfield to become an “arts quarter” for the visual arts, through partnership with a range of community and art based organisations.</p>	£12,000
Successful	Oswestry BID Limited	<b>Festival Square Feasibility</b>	£10,000

		<p><b>Stage 1 - SWOT analysis</b> of the area and an understanding of how the enhancements fit into any wider or strategic proposals for the town (i.e. the Future Oswestry Plan).</p> <p><b>Stage 2 – Engagement</b> initially with all adjacent businesses, local people and visitors through face to face surveys and a pop-up market stall on the square. This work will be undertaken with the involvement of the Community Representatives of the Future Oswestry Group.</p> <p><b>Stage 3 - DEVELOP and REFINE OPTIONS</b> for the site based on SWOT analysis and feedback through the engagement activities.</p> <p><b>Stage 4 – Completion of Feasibility Study</b> – this will evaluate the viability and feasibility of options developed to support future works and next steps.</p>	
Successful	Oswestry Town Council in partnership with Wem Town Council	<p><b>Improving the Market Offer in our market towns (Oswestry and Wem)</b></p> <p>Feasibility study to inform options and solutions for improvements to two key market town assets.</p>	£10,000
Successful	Oswestry Community Action, Qube	<p><b>The Centre Community Partnership</b></p> <p>The proposal is to develop 'The Centre' into a community hub/centre, run by a</p>	£26,375

		<p>collaborative of VCS organisations and statutory services, working together towards the common goal of supporting the people of Oswestry of all ages. Through this collaboration we can support individuals and groups to access the services and activities which will make a real difference to their lives</p> <p>The appointment of a consultant to develop a comprehensive Feasibility Study, which will formalise the work of the group to date, as well as research and develop a plan which will inform future direction for all partners and stakeholders and assist in the formation of a robust business plan for the short, medium and long term sustainability.</p>	
Successful	Shropshire Council	<p><b>Celebrating Our Historic Towns</b></p> <p>The information gathered will then be used to speak to businesses and possible partners in the 5 towns across North Shropshire; Oswestry, Wem, Market Drayton, Whitchurch and Ellesmere to understand their needs and devise a bespoke scheme, based on the successful HSHAZ, that can be implemented in other towns. They will work to understand the needs of the town, suggest a</p>	£19,250

		successful partnership framework and an application process that can be rolled out across the county	
Successful	Shropshire Council	<b>Phase 1 : Oswestry Cycle Network</b> Grant funding to support the feasibility work to be undertaken for phase1 of the Oswestry Cycle Network.	£30,000
Successful	Shropshire Council , Shropshire Telford and Wrekin Integrated Care Board	Highley health and Wellbeing Hub <ul style="list-style-type: none"> <li>• A project manager, with expertise in small to medium size capital projects that involve health and wellbeing services, to provide a project plan and develop the key milestones to move the project forward;</li> <li>• Architectural design concept to redevelop the Highley Severn Centre as a Health and Wellbeing Hub</li> </ul>	£20,000
			£147,625

## Supporting Local Business

Project	Applicant	Amount approved	
Research for BID formation	Bridgnorth TC	£ 30,000	Complete a full feasibility assesment with Bridgnorth Businesses and stakeholders to enagage on the



			development of the BID formation in Bridgnorth.
Market Feasibility Study	Shropshire Council	£ 25,000	Shropshire Council, Business Growth and Inward Investment team will appoint a consultant to research and recommend a strategic approach to key account and inward investment management.
Shropshire Digital Innovator	Remote Recordings Ltd	£ 29,978	Commissioning a feasibility study to make an informed case for a digital incubator in Shropshire
People Portal (Business Showcase to Over 50'S)	Shropshire Chamber of Commerce and Enterprise Ltd	£ 20,000	The feasibility research will inform the further development and remodelling of an existing tech-based solution Shropshire Chamber People Portal to support recruitment whilst targeting the over 50 economically inactive that we all strive to encourage to bring their skills and experience back to the workplace.
Rapid Upskilling Feasibility Study	Shropshire Chamber of Commerce and Enterprise Ltd	£ 11,000	Research the high street retail sector in the Market Towns to establish training needs and the course details considering the business operating needs.
Feasibility for Farm-Focussed add on to Cool Shropshire	E4 Environment	£ 30,000	Identify the best technical route to link an existing Agri carbon foot printing and reduction tool with a tailored Cool Shropshire

Taste not Waste	Shrewsbury Food Hub	£ 15,840	Feasibility work is to identify how a new social enterprise could be built to reduce household waste in Shropshire and across the UK.
Wem Business Growth Needs Analysis Event	Shropshire Council	£ 900	Shropshire Council, Business Growth and Inward Investment team will host an event in Wem targeted at businesses in Wem and in the surrounding areas. The event will provide business support and look at the future needs of the area and the individual business growth plans.
	<b>E16 – Business support activity for entrepreneurs</b>		
Co Working Space, 77 High St, Bridgnorth	Good2Great	£ 94,900	77 high street, Bridgnorth, Shropshire, WV16 4DX is a former restaurant that has been closed and unoccupied for over 3-years. The space will be redeveloped and repurposed to provide a vibrant ‘business hub’ in the centre of the town.
	<b>E23: Strengthening local entrepreneurial ecosystems</b>		
Intensive Specialist Business Support	Marches Growth Hub	£ 108,000	The programme we will be concentrating on the following areas of specialist support and will be working with 7 advisers and consultants on Business growth, strategy, development and diversification, Access to finance, financial management and pricing, HR and people management, Sales, Marketing,

			digital marketing and branding, Health and safety
	<b>E17- Development &amp; promotion of visitor economy</b>		
Shropshire Destination Programme Management	Shropshire Tourism (Uk) Ltd	£ 66,931.17	Shropshire Tourism will work with a series of partners who will support Business Support and research projects producing a STEAM report and performance review. The funding will also support a series of marketing, workshops, and Shropshire Tourism exhibitions

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