

**Prosperous Staffordshire Select Committee**

Monday, 31 July 2017

**1.00 pm**

Oak Room, County Buildings, Stafford

**NB.** Members are requested to ensure that their Laptops/Tablets are fully charged before the meeting

John Tradewell  
Director of Strategy, Governance and Change  
21 July 2017

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**A G E N D A**

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes of the Prosperous Staffordshire Select Committee held on 3 March 2017** (Pages 1 - 6)
4. **Supported Bus Network TO FOLLOW**  
Report of the Cabinet Member for Commercial
5. **Introduction to the Prosperous Staffordshire Select Committee**  
Presentation by the Director for Economy, Infrastructure and Skills
6. **Developing the Work Programme** (Pages 7 - 30)  
Report of the Scrutiny & Support Manager



## 7. Exclusion of the Public

The Chairman to move:-

“That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in the paragraphs of Schedule 12A (as amended) of the Local Government Act 1972 indicated below”.

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### Part Two

(All reports in this section are exempt)

nil

### Committee Membership

Ann Beech	Jeremy Pert
Tina Clements	David Smith
Maureen Compton	Simon Tagg (Chairman)
Keith Flunder	Bernard Williams
Julia Jessel (Vice-Chairman)	Paul Woodhead
Rev. Preb. M. Metcalf	Candice Yeomans

### Note for Members of the Press and Public

#### Filming of Meetings

The Open (public) section of this meeting may be filmed for live or later broadcasting or other use, and, if you are at the meeting, you may be filmed, and are deemed to have agreed to being filmed and to the use of the recording for broadcast and/or other purposes.

#### Recording by Press and Public

Recording (including by the use of social media) by the Press and Public is permitted from the public seating area provided it does not, in the opinion of the chairman, disrupt the meeting.

**Scrutiny and Support Manager:** Tina Gould Tel: (01785) 276148

**Minutes of the Prosperous Staffordshire Select Committee Meeting held on 3 March 2017**

Present: Simon Tagg (Chairman)

**Attendance**

Ann Beech	Rev. Preb. M. Metcalf
David Brookes (Vice-Chairman)	Sheree People
Kevin Jackson	Paul Woodhead
Mike Lawrence	Candice Yeomans

**Also in attendance:** Ben Adams

**Apologies:** Len Bloomer, Ian Hollinshead, Geoff Martin and Mike Worthington

**PART ONE**

**37. Declarations of Interest**

There were none at this meeting.

**38. Minutes of the Prosperous Staffordshire Select Committee held on 19 January 2017**

That the minutes of the Prosperous Staffordshire Select Committee held on 19 January 2017 be confirmed and signed by the Chairman.

**39. Skills and Employability Self-Assessment**

Members were informed that Skills and Employability focused on a range of education and training opportunities to fulfil statutory duties, meet the needs of learners, the economy and the wider community and supports delivery of the LEP Skills Strategy. The portfolio of work covered included Community Learning, Intermediate and Advanced Apprenticeships and adult classroom based learning. The Select Committee considered the quality and performance of the learning and skills delivered as part of the service.

The Self-Assessment Report was a fundamental tool that Ofsted Inspectors used to judge the quality and effectiveness of an organisation in providing education opportunities to young people and adults. Members also scrutinised the quality assurance and performance of the portfolio of learning and skills provision commissioned by the Skills and Employability Team, in order to further improve quality, outcomes for learners and in remaining a good FE and Skills provider.

The Self-Assessment Report 2015/2016 had assessed the Council as “good” in all areas except “outcomes for learners” for Apprenticeships, where the service has

assessed itself a “requiring improvement”. Members received a presentation which provided an overview of the findings of the report, and a video which showed some of the work being undertaken at Moreton Farm, and the impact which this had on learners’ lives.

The Skills and Employability Service commissions and direct delivers learning and skills through 32 providers, directly through its Direct Delivery Unit and through four main strands of delivery (2016/2017 academic year):

- Community Learning
- Community Learning Trust Responsiveness Fund
- Apprenticeships
- Classroom based learning (including Direct Delivery)

Members were informed that the service had undergone a transformation, in that in 2014 60% of the provision had related to leisure learning and 40% to disadvantaged learners, this had now changed to 35% leisure and 65% disadvantaged learners. However it was acknowledged that leisure courses were important in their own right, a fact evidenced by the personal experience of one of the Select Committee co-opted members.

With regard to the breakdown in funding over the last three years, members requested that this be provided on a District basis. Members were also interested to know what had happened to apprentices following their training, and requested details of the destination surveys which were done six months after their apprenticeship was completed.

In relation to statistics on the Learner Enrolments by district in 2015/2016 it was queried why Tamworth had the second lowest number of enrolments but was the biggest centre of population and highest levels of deprivation, with a similar situation in Newcastle under Lyme. Members were informed that a number of factors affected the figures, from opportunities to access provision from over the borders of Staffordshire, commissioning priorities, and difficulties in securing providers in some instances.

**RESOLVED – That:**

a) the quality assurance and performance of the learning and skills service within the Skills and Employability team be noted; and the findings of the Skills and Employability 2015-2016 Report for Learning and Skills provision, in order to further improve quality and performance in preparation of achieving a good outcome in a FE and Skills Ofsted Inspection, be noted.

#### **40. Progress on the SEND Reforms**

The Committee received a further update on the progress and impact of the SEND Reforms in Staffordshire and scrutinised the progress to date in undertaking the transfer process.

On 1 September 2014 the special educational needs and disability reforms came into effect as part of the Children and Families act 2014, and set out significant changes to the way in which children and young people with SEND were supported. These included:

- The introduction of an Education, Health and Care Plan (EHCP) for 0-25 year olds to replace Statements of Special Educational Needs and a duty to transfer where appropriate Learning Difficulty Assessments (LDAs) to EHCPs by March 2017 and Statements to EHCPs by March 2018.
- The publication of a “Local Offer” setting out in one place information about provision local authorities expect to be available across education, health and social care for children and young people in their area who have SEN or are disabled.
- The introduction of joint commissioning arrangements to ensure integration between education, social care and health to enable partners to make best use of all the resources available in an area to improve outcomes for children and young people with SEND in the most efficient, effective, equitable and sustainable way.
- The introduction of Personal Budgets for young people and parents of children with EHCPs, enabling them to have greater choice and control over SEND support.

Members were informed that the number of requests for EHCPs had continued to rise. The Council’s performance on completion of EHC assessments within the statutory 20 week timescale (84.46%) remained good. The number of special educational needs tribunal appeals had also increased. In discussions around the tribunal process members expressed concern on the impact that these can have on schools and the demands on head teachers’ time.

In considering the progress of transfers of statements of special educational needs and LDAs to EHCPs members noted that during the first year the number of completed transfers fell well below the expected levels as published in the transfer plan. This was largely due to delays in staff recruitment. The figures for the current academic year showed that a total of 28% of transfers had been completed. Whilst this meant that Staffordshire was behind schedule, plans had been put in place to address this and considerable additional resourcing had been made available from the SEND Reform Grant.

In relation to the Local Offer members were informed that this had two key purposes:

- To provide clear, comprehensive, accessible and up to date information about the available provision and how to access it.
- To make provision more responsive to local needs and aspirations by directly involving disabled children and those with SEN and their parents, and disabled young people and those with SEN, and service providers in its development and review.

Members were informed that there was a requirement for joint commissioning arrangements to cover the services for 0-25 year old children and young people with SEN or disabilities, both with and without EHCPs. A Joint Commissioning Strategy had been drafted and governance of joint commissioning arrangements were now overseen by the SEND Partnership Board.

A personal budget was an amount of money identified by the local authority to deliver provision set out in an EHCP, where the parent or young person was involved in securing that provision. There had been a small increase in the uptake of personal budgets rising from 1 to 3, which was in line with the national picture.

Members received details of how the SEND system in Staffordshire would be transformed going forward. Starting from Wednesday 1 March 2017 a core group of professional within the SEND system in Staffordshire will identify and study the SEND system from the perspective of the service user, with a view to making an evidenced based judgement on which aspects of the system can and should be re-designed to improve the outcomes for the children and young people in Staffordshire. This work would be undertaken on a place based approach focusing on South Staffordshire initially and be expected to last for up to 6 weeks.

**RESOLVED – That:**

- a) the update on the progress and impact of the SEND Reforms be noted;
  - b) the progress to date in undertaking the transfer process be noted; and
- the scrutiny of the progress in the next phase of SEND Transformation be continued via a further update after the May 2017 elections.

**41. Making the Most of our Universities – Working in Partnership for Economic Growth**

Members were informed that the County Council was committed to ensuring that the Staffordshire economy continued to grow and that everyone had access to a good job with good prospects. To deliver this commitment it was critical that Staffordshire residents were equipped with the skills local employers needed, now and in the future, and that it is easy for businesses to start up, innovate and expand.

The County Council recognised that universities were an essential partner in delivering both these goals, particularly in relation to the higher level skills the area needed and in relation to supporting innovative business growth. Recently the County Council had started to develop a more focused approach to working with Keele University through the Keele Deal and with Staffordshire University and Wolverhampton University through improved relationships. Given the extensive potential of universities to the economic growth agenda it was essential that the County Council derived maximum benefit from its interactions with all universities. The County Council should seek to maximise the benefits of economic growth through strengthening its relationships with universities, it would benefit from having a clear policy for engaging with the Higher Education Sector and for each local university a clear plan for how they would contribute to the area's economic growth agenda.

Members considered: the role universities could play in driving economic growth with reference to the national context and local partnership landscape; a proposed policy position in relation to the County Council's collaboration with the Higher Education sector; and suggested actions as to how to implement this.

The report had previously been discussed, amended and agreed by the Senior Leadership Team and Cabinet Members. If agreed, the policy would guide the County Council's interactions and relationships with the sector to ensure resources were being targeted effectively and obtaining the most benefit for Staffordshire residents and businesses. Members were invited to consider, discuss and comment on the policy position and proposed actions as part of its remit in assisting the Cabinet to develop policy.

In wide-ranging discussions Members agreed that it was important to look for opportunities to engage with organisations outside of the area. Officers provided details of a wide range of organisations across the Country offering different specialisms which the County Council could potentially work with. It was also important to encourage local colleges to offer courses that would attract and retain learners with high quality skills. Members also discussed the importance of encouraging local businesses to offer internships and employment, with input from Universities, and the importance of good quality, honest and relevant careers' advice.

In the current economic climate it was suggested that investment should only be made where there is a guaranteed return. The Cabinet Member pointed out that the potential creation of new high value jobs for residents through the large scale development of employment sites around the Country could be related to universities, and any conversation would be based around the question "Is this a good business deal?", so there would be no investment on the basis of an uncertain return.

Members also reflected on the need to link the County's ambitions with borough and district councils' local plans, specifically in regard to housing.

In summary, the recommendations were that Staffordshire County Council:

- engages with universities in line with the policy position set out in the report;
- ensures that all activity contributes to the key priority of delivering more high value, high productivity jobs within the area and ensuring that our residents are equipped with the skills required by future growth industries;
- sets out, in writing a clear plan for each local university recognising the individual strengths and contribution of each institution (as set out in the report) and providing clear details regarding proposed action and accountability;
- engages in regular, high level strategic dialogue to ensure the delivery of outcomes;
- works with any university that can benefit the communities and businesses of Staffordshire; and
- considers the potential role of FE Colleges in relation to specific work with universities and whether to develop a similar policy to maximise the value of our relationships with the FE sector.

**RESOLVED** – That the Prosperous Staffordshire Select Committee endorse the above recommendations.

#### **42. Progress on the Countryside Estate**

**RESOLVED** – That, in the absence of the Cabinet Member for Economic Growth, this item be deferred until after the elections in May 2017.

#### **43. Work Programme**

The Select Committee received a copy of their 2016-17 Work Programme. Member noted that the following item be added:

- School Funding for the Future

**RESOLVED** – That the addition to the Work Programme be noted.

a) Update on the Library Service - Briefing Note

The Select Committee received a briefing note providing an update on the model for the library service which was agreed by Cabinet on 18 February 2015.

**RESOLVED** – That the contents of the briefing paper be noted.

**Chairman**



Local Members' Interest
N/a

## **Prosperous Staffordshire Select Committee – 31 July 2017**

### **Work Programme Planning 2017/18**

#### **Recommendation**

1. That the Prosperous Staffordshire Select Committee consider and agree an initial list of priorities to form the basis of the work programme for 2017/18.

#### **Report of the Scrutiny and Support Manager**

#### **Summary**

2. The revised scrutiny structures have been designed to ensure effective accountability for the delivery against the Council's key outcomes set out in Staffordshire County Council's Strategic Plan 2014-2018. The Prosperous Staffordshire Select Committee is responsible for scrutiny of:

Promoting prosperity and economic growth  
Highways, infrastructure and connectivity  
Flood and water management  
Education, learning and skills

3. In developing a work programme the Committee is encouraged to identify issues that are a current priority for local people and communities and/or are a priority for the Council and partners. If a matter is a recurring issue for the people you collectively as Councillors represent then the likelihood is that it is something the Committee should spend time on. The more relevant the issue is to local communities then the greater the likelihood of engaging those communities in the scrutiny process and of producing outcomes that will be visible to those communities. Members are encouraged to raise and discuss issues that should form the basis of the work programme and review these periodically throughout the year to ensure they remain relevant and will add value to what the Council and partners are doing.

#### **Report**

#### **Remit of the Prosperous Staffordshire Select Committee**

4. The Committee will lead on ensuring effective accountability for promoting prosperity and economic growth; for highways, infrastructure and connectivity and education, learning and skills. Under the Flood and Water Management Act 2010 Staffordshire is the Lead Local Flood Authority. This Committee is the designated Committee for consideration of flood and water management in the county.

## Developing the Work Programme

5. This meeting is an opportunity for the Committee to begin to identify and prioritise what it wishes to scrutinise during the current municipal year. Cabinet Members and officers will be present at the meeting to deliver a presentation regarding the County Council's responsibilities in relation to promoting economic prosperity and growth, highways, infrastructure and connectivity, flood and water management and education, learning and skills. The Cabinet Members have also been invited to contribute to the discussion to highlight some of the key priorities they are focussing on this year.
6. When agreeing matters for your work programme you are encouraged to ask the following questions:
  - Is the matter of particular concern to local people? You may wish to reflect on topics raised with you when canvassing.
  - Is the issue an identified priority for the County Council or partners?
  - Does the issue relate to an area of service with a trend in weak performance? For example has this issue been identified by external auditors or inspectors?
  - What difference could scrutiny make?
  - What would happen if you did not look at this issue?

At the end of Appendix 1 a number of items have been proposed for scrutiny this year by the Corporate Director for Economy, Infrastructure and Skills.

## Matters carried over from Last Year's Work Programme

7. The Committee met seven times during the last municipal year. The Committee undertook a detailed and extensive work programme last year. The following items were on the Work Programme but due to prioritisation being given to other matters were not considered:

### **Impact on Staffordshire of Britain's vote to leave the European Union.**

**EU Funding Programme.** The former Cabinet Member for Economy, Infrastructure and Skills added this item to the Work Programme.

**Overview of Regeneration Projects.** The former Cabinet Member for Economy, Infrastructure and Skills added this item to the Work Programme.

**Post -16 Education.** The former Cabinet Member for Economy, Infrastructure and Skills added this item to the Work Programme.

**Skills and Apprenticeships Levy.** The former Cabinet Member for Economy, Infrastructure and Skills added this item to the Work Programme. This matter is being led by our Human Resources Team and it is suggested that we refer this to the Corporate Review Committee, who are responsible for scrutinising our corporate services.

**Entrust Service Level Agreement Key Performance Indicator Working group.**

Last year the Committee had a small group of Members (Councillors Tagg, Hollinshead and Peale and Mr Paul Woodhead) reviewing the Performance Indicators that had been established in regard to the contract that the Council has with Entrust. The Working Group met on three occasions. The last meeting was on 18 October 2016. Advice is sought on how the Committee wishes to take this matter forward.

**Infrastructure+.** Members have been regularly involved in scrutiny of the Council's contract arrangements with Amey. Members have been asked to continue to scrutinise the Improvement Plan and Performance Review.

**Progress on the SEND (Special Education Needs Disability) Transformation.**

Members considered this matter in March 2017 and asked for a further progress report after the election.

**Progress on the Countryside Estate.** This item was deferred in March due to the absence of the Cabinet Member. A request has been received to bring this item to the September meeting for pre-decision scrutiny.

**School Funding for the Future.** Members requested that this item be added to the Work Programme when they met in March 2017.

A draft Work Programme is attached as Appendix 1 to this report.

**Matters arising on Forward Plan of Key Decisions**

8. The Forward Plan contains an item on the Supported Bus Network. The Committee's comments are requested on this matter.

**Recurring Work Programme Items**

**Flood Risk Management.** The Committee has scrutinised the local authority's risk assessment on an annual basis and have been asked to consider this in September.

**Libraries in a Connected Staffordshire – Mobile and Travelling Library – monitor review outcomes.** Members previously considered this matter on two occasions in 2015 and agreed to scrutinise the impact of review at a later date.

**Scrutiny Review - Working Together to address the impact that HGVs have on Staffordshire roads and local communities.** The predecessor Committee received an initial response to their recommendations on 13 September 2016. The Committee should follow up the Cabinet Member's response to their recommendations.

**Future Operating Model for Staffordshire Arts' Service and the Shire Hall.**

Members scrutinised this matter on 13 September 2016 and it was agreed that developments in regard to the Shire Hall should be monitored through the Committee's work programme.

**Skills and Employability Self-Assessment.** Members have been asked to consider this assessment which is subject to external annual review by Ofsted.

**Superfast Staffordshire (Broadband).** The Committee has previously received updates on this matter in October 2013, October 2014 and July 2015. Members are asked to consider what impact the Superfast Broadband Strategy has in regard to the 'Prosperous' agenda.

### **Training and development**

9. Member and Democratic Services ran two induction sessions on an Introduction to Overview and Scrutiny on 30 May and 1 June 2017. Further training and development sessions will be run for Members as required. Members are invited to make any suggestions for development with the Chair, Scrutiny and Support Manager or Lynne Coates, Member Development and ICT Officer.

### **Method of Scrutiny**

10. Once Members have identified the matters they wish to scrutinise, consideration needs to be given to the most appropriate timing and method of scrutiny for that issue (proposals for some items may be provided). Members may wish to:
  - consider an item at a single meeting;
  - consider an item over a series of meetings;
  - allocate the work to a small group of Members to look at over a period of 2-3 months; or undertake an inquiry day
  - undertake joint scrutiny with members of another Select Committee.
11. The choice of method will depend in part on the scope of the matter, capacity and the opportunity for locality working and community engagement in the review. Experience suggests that single issue meetings and small task groups tend to deliver greater recommendations and outcomes than heavy agenda at scheduled committee meetings.

### **All Party Member Groups**

12. The County Council has agreed to establish All Member Party Groups. These groups will be tasked with supporting the Council's long term policy ambitions putting forward proposals of how public services in Staffordshire could address community issues that will arise over the medium to long term. There will be four All Party Member Groups focussed around Innovation; Improvement; Community and External Relationships. They will be chaired by Cabinet Support Members.

### **Reviewing the Work Programme**

13. There will be an opportunity to review the work programme at every Committee meeting. Members are encouraged to raise issues at any point during the year and this can be done by:
  - completing the proposal form for work programme items (on line or in hard copy);
  - talking to the Chair/Vice Chair and Scrutiny and Support Team;

- raising items under the 'Work Programme' item on meeting agenda.
14. The simplest method is to discuss the issue at the work programme item on meeting agenda. In developing a work programme, Members do not need to set in stone the work programme for a full year. To prepare reports and for officers/ witnesses to attend meetings it is important to plan items for the next two to three meetings. Beyond that it is possible that new issues may have arisen that will take precedence; hence it is advisable to review the work programme quarterly and treat it as a dynamic document. This way the Committee will be better able to respond to community concerns as and when they arise.

### **Link to Strategic Plan**

15. The remits of the Council's Select Committees link to the strategic priorities set out in the County Council Strategic Plan 2014-18. Work programmes should link to community priorities or strategic outcomes if they are to deliver noticeable outcomes for local communities and the organisation.

### **Link to Other Overview and Scrutiny Activity**

16. Select Committees are encouraged to identify whether any of the issues for their work programmes are 'cross cutting' and would benefit from joint working.

### **Equalities and Legal Implications**

17. The County Council has a responsibility to undertake adequate Equality Impact Assessments to ensure services do not have a negative impact on any one section of the community and the scrutiny committees have a role in ensuring that this responsibility is fulfilled, particularly in regard to health impact. Scrutiny as a function must also comply with the relevant legislation. When considering work programme items, especially when undertaking reviews of policy, the scrutiny committees must always consider whether their recommendations may impact differently on various individuals/sections of the community.
18. The Select Committees will be updated as necessary on any matters affecting their operation that relate to legislation, regulations, and the County Council's Constitution.

### **Resource and Value for Money Implications**

19. Work programmes which are effectively prioritised will ensure that scrutiny activity is focused where it can be of greatest benefit.

### **Risk Implications**

20. The key aspects of risk management in regard to scrutiny work programmes are:
- ensuring that there are clear outcomes from the scrutiny process that impact positively upon the people and communities of Staffordshire and link to corporate priorities; and
  - that there is adequate capacity for the Select Committees to complete the work that has been agreed.

## **Climate Change Implications**

21. The Committee will need to consider the implications for climate change of any recommendations it makes in relation to those issues included on the work programme. The Committee should also consider the implications of the scrutiny methods it decides to utilise – for example, travelling for best practice visits.

## **Contact Officer**

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## **Appendices/Background papers**

Appendix 1 - Draft Work Programme



## **Prosperous Staffordshire Select Committee Work Programme 2017/18 (draft)**

This document sets out the work programme for the Prosperous Staffordshire Select Committee for 2017/18.

The Prosperous Staffordshire Select Committee is responsible for scrutiny of highways infrastructure and connectivity, flood and water management, education, learning and skills. As such the statutory education co-optees will sit on this committee. The Council has three priority outcomes. This Committee is aligned to the outcome: Be able to access more good jobs and feel the benefits of economic growth.

We review our work programme at every meeting. Sometimes we change it - if something important comes up during the year that we think we should investigate as a priority. Our work results in recommendations for the County Council and other organisations about how what they do can be improved, for the benefit of the people and communities of Staffordshire.

### **County Councillor Simon Tagg**

Chairman of the Prosperous Staffordshire Select Committee

If you would like to know more about our work programme, please get in touch with Tina Gould, Scrutiny and Support Manager, 01785 276148 or by emailing [tina.gould@staffordshire.gov.uk](mailto:tina.gould@staffordshire.gov.uk)

<b>Work Programme Items carried over from 2016/17</b>				
<b>Item</b>	<b>Date of meeting when item is due to be considered</b>	<b>Link to Council's Business Plan</b>	<b>Details</b>	<b>Action/Outcome</b>
Update on Flood Risk Management Cabinet Member: Mark Winnington/Gill Heath Lead Officer: Hannah Burgess	September 2017	<b>Great Place to Live</b> Utilise and maintain our built and natural environment to improve health and wellbeing and strengthen community assets.	To update Members on the Flood Risk Strategy.	
Libraries in a Connected Staffordshire- Mobile and Travelling Library – monitor Review outcomes Cabinet Member: Ben Adams Lead Officer – Janene Cox/Catherine Mann	12 months after implementation of the service changes – now due. <b>A revised draft library strategy will be presented to September 2017. Pre decision scrutiny has been requested.</b>	<b>Enjoying Life</b> Strengthen public confidence in the county as a great place to live with lots of opportunities to enjoy life.	To consider the effects of the mobile and travelling library service review implementation.  <i>(Last considered on 12 October, 1 June 2015 as part of the wider Library review previously considered by PSSC on 23 January 2015)</i>	
Scrutiny Review of impact of HGVs on roads and communities in Staffordshire – follow up of Executive Response Action Plan Cabinet Member: Mark Deaville Lead officer: Clive Thomson	December 2017	<b>Great Place to Live</b> Support the improvement and development of shared resources such as utilities, highways and technology.	Members undertook a review of the impact of HGVs on road in Staffordshire last year. Members are asked to continue to scrutinise the Executive Response Action Plan until all recommendations are completed or an explanation given. An initial Executive Response was scrutinised by the Committee on 13 September 2016.	
Future Operating Model for	It is proposed that this	<b>Enjoying Life</b>	Agreed on 13 September	



<p>Staffordshire's Arts Service <b>and</b> the Shire Hall Cabinet Member: Gill Heath Lead Officer: Janene Cox/Catherine Mann</p>	<p>item be considered in 9 months' time to give time for the newly constituted offer to embed.</p>	<p>Strengthen public confidence in the county as a great place to live with lots of opportunities to enjoy life.</p>	<p>that developments re the Shire Hall be monitored through the Work Programme. Agreed at the meeting on 15 December that more definite proposals be brought back to the Committee for consideration, following receipt of a petition. Cabinet took the decision on 15 February 2017 to close the Shire Hall and relocate the multi-sensory room in Staffordshire Place One (full details can be found on the County Council's website).</p>	
<p>Impact on Staffordshire of Britain's vote to leave the European Union Cabinet Member: Philip Atkins/Mark Winnington Lead Officer: John Henderson</p>	<p>Tbc</p>	<p><b>Right for Business</b> Promote the county as the "go to" location through a pro-business mind-set.</p>	<p>At the meeting on 26 July Members asked to be kept apprised of the impact on Staffordshire of Britain's vote to leave the European Union.</p>	
<p>EU Funding Programme Cabinet Member: Lead Officer: Darryl Evers</p>	<p>Tbc</p>	<p><b>Right for Business</b> Promote the county as the "go to" location through a pro-business mind-set.</p>	<p>Item proposed by the Corporate Director for Economy, Infrastructure and Skills.</p>	
<p>Overview of Regeneration Projects Cabinet Member: Mark Winnington Lead Officer: Steve Burrows</p>	<p>Tbc</p>	<p><b>Right for Business</b> Promote the county as the "go to" location through a pro-business mind-set.</p>	<p>Item proposed by the Corporate Director for Economy, Infrastructure and Skills.</p>	
<p>Post-16 Education Provision Cabinet Member: Ben Adams Lead Officers: Tim</p>	<p>Tbc</p>	<p><b>Ready for Life</b> Enhance access to high quality family, community and life-long</p>	<p>Item proposed by the Cabinet Member for Learning and Skills.</p>	

Moss/Tony Baines		learning		
Superfast Staffordshire (Broadband) – going forward Cabinet Member: Gill Heath Lead officer: Clive Thomson/Paul Chatwin	Tbc	<b>Right for Business</b> Promote the county as the “go to” location through a pro-business mind-set.	The Committee received a series of briefing notes on this matter in October 2013, October 2014 and July 2015. There has been no further scrutiny since this time.	
Skills and Employability Self-Assessment Cabinet Member: Mark Sutton Lead officer: Tony Baines/Preeya Buckley	January 2018	<b>Ready for Life</b> Enhance access to high quality family, community and life-long learning	Members are asked to consider this item on an annual basis pre Ofsted inspection of the service.	
Infrastructure + - Action Plan (refresh) Cabinet Member: Mark Deaville Lead officer: James Bailey	Six monthly commencing July 2017	<b>Great Place to Live</b> Support the improvement and development of shared resources such as utilities, highways and technology.	Members have been regularly involved in scrutiny of the contract arrangements with Amey. Members to scrutinise the Improvement Plan and Performance Review	
School Funding for the Future Cabinet Member: Mark Sutton Officer: Andrew Marsden	Tbc	<b>Ready for Life</b> Enhance access to high quality family, community and life-long learning	This item was proposed for addition to the work programme by Members at their March 2017 meeting.	

## Proposed new items for 2017/18

1. Large scale Fly Tipping in Staffordshire Cabinet Member: Gill Heath Lead officer: Clive Thomson/Chris Jones	February 2018		The Select Committees views are sought on how large scale fly tipping is being managed. (Views of JWMB to be sought)	
2 Review of Household Waste Recycling Centre Provision (impact of charging for non-household waste) Cabinet Member: Gill Heath Lead officer: Clive Thomson/Chris Jones	September/October 2017		This item was called in and considered by the Corporate Review Committee on 26 October 2016. Members are asked to review the current arrangements that came into effect on 1.11.16.	
3 West Midlands Rail Contract Cabinet Member: Mark Deaville Lead officer: Clive Thomson	October/November 2018	<b>Great Place to Live</b> Support the improvement and development of shared resources such as utilities, highways and technology.	New franchise commences Oct/November 2017.	
4. Sub-national transport body for east-west Midlands Cabinet Member: Mark Deaville Lead officer: Clive Thomson	Tbc	<b>Great Place to Live</b> Support the improvement and development of shared resources such as utilities, highways and technology.	Pre-decision scrutiny	
5. Economic Growth Capital Programme Cabinet Member: Mark Deaville Lead officer: Steve Burrows	To be considered on a quarterly basis	<b>Great Place to Live</b> Support the improvement and development of shared resources such as utilities, highways and technology.	Members have previously considered elements of the capital programme e.g. A50 Growth corridor. This item could be supported by visits to various capital projects.	
6. European Social Funding (item carried forward – see	Tbc	<b>Right for Business</b> Influence national and	This item was on the work programme last year under	

details) Cabinet Member: Mark Winnington Lead officer: Steve Burrows/Nigel Senior		international investors and governments to get the best deal for Staffordshire	the title EU Funding Programme, but not considered. The future of the Programme was unknown post-Brexit.	
7. Adult and Community Learning – Quality Improvement Plan Cabinet Member: Mark Sutton Lead officer: Tony Baines/Preeya Buckley	January 2018	<b>Ready for Life</b> Enhance access to high quality family, community and life-long learning	This Plan has been developed as a result of the Self-Assessment. Members are asked to scrutinise the Plan.	
8. Safer Roads Partnership Cabinet Member: Mark Deaville Lead officer: James Bailey/Mel Langdown	Tbc			
9. Highways Capital Programme Cabinet Member: Mark Deaville Lead officer: James Bailey	Tbc	<b>Great Place to Live</b> Support the improvement and development of shared resources such as utilities, highways and technology.	Members are asked to scrutinise the county's investment in our road network.	
10. Delivering Housing in Staffordshire Cabinet Member: Mark Winnington Lead officers: Steve Burrows/Mark Parkinson	Tbc			
11. Constellation Partnership Cabinet Member: Mark Winnington Lead officers: Mark Parkinson/Tony Baines	Tbc	<b>Right for Business</b> Influence national and international investors and governments to get the best deal for Staffordshire	The Partnership is between two LEPs and 7 local authorities with Ministerial backing, and has an ambition to deliver 100,000 new homes and 120,000 new jobs by 2040.	
Supported Bus Network	November 2017	<b>Great Place to Live</b>	This matter to be brought	

Cabinet Member: Gill Heath Lead Officer: Clive Thomson		Support the improvement and development of shared resources such as utilities, highways and technology.	back to the Committee following consultation.	
<b>Working Groups</b>				
Entrust Service Level Agreement Key Performance Indicator Working group Cabinet Member: Ben Adams Lead Officer: Karen Coker 2019		<b>Ready for Life</b> Focus on school improvement and providing access to a good education.	Following consideration of Education Support Services – Commissioning and Contract Performance at the 22 January PSSC Members agreed to set up a working group to consider the review of KPIs and the information they wished to scrutinise in future.	Advice is sought on whether a further meeting of the Working Group should be arranged.

<b>Membership</b>  Simon Tagg (Chairman) Julia Jessel (Vice-Chairman) Ann Beech Vacancy Tina Clements Maureen Compton Keith Flunder Jeremy Pert David Smith Bernard Williams Rev. Preb. Michael Metcalf (Co-optee) Paul Woodhead (Co-optee) Candice Yeomans (Co-optee)	<b>Calendar of Committee Meetings</b> at County Buildings, Martin Street, Stafford ST16 2LH  20 June 2017 – cancelled 31 July 2017 12 September 2017 10 October 2017 14 November 2017 15 December 2017 18 January 2018 2 March 2018
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## Prosperous Staffordshire Select Committee – Completed Work Programme 2016-17

Item	Date of meeting when the item is due to be considered	Link to the Council's Business Plan	Details	Action/Outcome
Countryside Estate Management Review Cabinet Member: Mark Winnington Lead officer: Ian Wykes  Page 21	24 May 2016	<b>Great Place to Live</b> Use and maintain our built and natural environment to improve health and wellbeing and strengthen community assets. <b>Enjoying Life</b> Strengthen public confidence in the county as a great place to live with lots of opportunities to enjoy life.	To consider the 4 options and consultation results prior to Cabinet decisions on proposals.  <i>(Considered by PSSC on 18 December 2014, 4 September &amp; 12 October 2015. PSSC Members also completed visits to Countryside Estate sites across the County during August 2015.)</i>	Members requested a copy of the full SWOT analysis. They supported the proposed approach for developing the detailed management arrangements and selecting the most appropriate partner or partners for each countryside site with the proviso that: further consideration of larger sites be brought back to the Select Committee for pre-decision scrutiny; local members and local member groups are engaged in discussions regarding the future of smaller sites, for example via Local Member Priority Meetings; the Scheme of Delegation extract within the report for selecting the preferred partner(s) and managing arrangements for each countryside estate be supported with the above proviso; and the Chairman write to the Cabinet Member giving the Committee's feedback.
Flood Risk Management	24 May 2016	<b>Great Place to Live</b>	To update Members on the	The Select Committee

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Cabinet Member: Mark Winnington/Gill Heath Lead Officer: Hannah Burgess		Use and maintain our built and natural environment to improve health and wellbeing and strengthen community assets.	Flood Risk Strategy and specifically how Staffordshire would respond should a similar event happen here to that seen in Cumbria during December. To consider the possibility of a Flood Risk summit.	recognised the proactive work undertaken to prepare for a severe flood event. They emphasised the importance of gully emptying and effective communication with local members on the programme of work and supported the proposal to host a Staffordshire Flood Summit stressing the need for the summit to be outcome focused and giving consideration to public involvement.
Executive response to Infrastructure+ - scrutiny of governance and reporting arrangements to Prosperous Staffordshire Select Committee	24 May 2016	<b>Great Place to Live</b> Use and maintain our built and natural environment to improve health and wellbeing and strengthen community assets.		The progress outlined in the action plan was welcomed and the Select Committee agreed to monitor progress on the implementation of the agreed recommendations on a six monthly exception basis, until the recommendations have been fully implemented.
Working Together to address the impact that HGVs have on Staffordshire roads and local communities	24 May 2016	<b>Great Place to Live</b> Support the improvement and development of shared resources such as utilities, highways and technology.		The Select Committee agreed the final working group report and recommendations for submission to the Cabinet Member.
Elective Home Education Cabinet Member: Ben Adams	26 July 2016	<b>Ready for Life</b> Enhance access to high quality family,	Item requested at 22 January meeting where the Select Committee were	Members supported the positive relationships built between the EHE community



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Lead Officer: Julie Stevenson		community and life-long learning.	informed that the part of the SDA covering EHE was under discussion with expected outcomes available from May 2016.	and the County Council.
Impact of SEND reforms Cabinet Member – Ben Adams Lead Officer – Nichola Glover-Edge/Chris Kiernan	26 July 2016	<b>Ready for Life</b> Focus on school improvement and providing access to a good education.	To consider the impact of the SEND reforms for Staffordshire children.  <i>(Following the initial report taken to 15 October 2015 Select Committee)</i>	Members noted the progress made and supported the preparation towards the Local Area Review inspection. They requested a further report on the tribunal data and outcome of discussions with service users.
SACRE Annual Report, Agreed Syllabus and Membership changes Cabinet Member – Ben Adams Lead Officer – Mary Gale/Emma Jardine	26 July 2016	<b>Ready for Life</b> Focus on school improvement and providing access to a good education.		Members were happy that the representation on Committee A of SACRE reflected the religious make-up of Staffordshire. They supported the introduction of the new Agreed Syllabus into Staffordshire Schools and noted that the quality of provision would be more difficult to maintain if non RE specialists were leading on planning and provision of RE.
The future model for the Shugborough Estate - Sub-leases for the Walled Garden and the County Museum Cabinet Member: Mark Winnington	26 July 2016	<b>Great Place to Live</b> Use and maintain our built and natural environment to improve health and wellbeing and strengthen community assets.		Members supported the lease arrangements for the Walled Garden and County Museum. They also requested that the agreed costings for restoration of the walled garden and county

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Lead Officer: Janene Cox				museum be brought back to the Select Committee. Mr Bloomer, as local member, requested a meeting with officers on the Outdoor Education Centre 10 year lease.
<p><b>New Item</b>            Future Operating Model for Staffordshire's Arts Service            Cabinet Member: Gill Heath            Lead Officer: Janene Cox/Catherine Mann</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 24</p>	13 September 2016	<p><b>Great Place to Live</b>            Support the improvement and development of shared resources such as utilities, highways and technology.            NB Subsequently amended to <b>Enjoying Life</b>            Strengthen public confidence in the county as a great place to live with lots of opportunities to enjoy life.</p>	This item has been added for pre-decision scrutiny.	Members expressed a number of concerns over proposals for the future Arts Service, the Multi-Sensory Room, and the Shire Hall building itself. Their comments would be fed back to the Cabinet Member for Communities and the Environment to report to Cabinet. Future developments would be monitored through the work programme.
Executive Response to the Report of the Working Group on Working Together to Address the Impact that HGVs have on Staffordshire Roads and Local Communities Cabinet Member: Mark Deaville Lead Officer: Clive Thomson/Mary Anne Raftery	13 September 2016	<p><b>Great Place to Live</b>            Support the improvement and development of shared resources such as utilities, highways and technology.</p>	The formal response and action plan from the Cabinet Member was received at their 24 May meeting. Members noted the progress made on the agreed recommendations and will monitor their progress on a six monthly basis.	Members welcomed the establishment of a Staffordshire Freight Forum. The Select Committee would monitor the action plan and implementation of the agreed recommendations on a six monthly exception basis, until all recommendations have been fully implemented.
Enforcement of Car Parking	15 November 2016	<b>Great Place to Live</b>	At the meeting on 13	Members approved the

Item	Date of meeting when the item is due to be considered	Link to the Council's Business Plan	Details	Action/Outcome
Strategy Cabinet Member: Mark Deaville Lead Officer: James Bailey/David Walters		Utilise and maintain our built and natural environment to improve health and wellbeing and strengthen community assets.	September Members considered a briefing paper on Parking Enforcement and agreed that they wished to scrutinise this issue at their meeting in November. Representatives from Stoke on Trent City Council and Staffordshire Police have been invited to attend.	proposed changes to the Policy for the processing of Penalty Charge Notices and the Policy and Guidelines for Residents Parking Zones. It was agreed that the Chairman would write to the Police and Crime Commissioner and ask that he report back on the actions taken in response to the requests made.
Infrastructure+ - Executive Response to Working Group's Recommendations (2 <sup>nd</sup> Update) Cabinet Member: Mark Deaville Lead Officer: James Bailey	15 November 2016	<b>Great Place to Live</b> Support the improvement and development of shared resources such as utilities, highways and technology.	The Corporate Director for Economy, Infrastructure and Skills proposed that the Committee review the performance of this contract on a six monthly basis.	Members noted the progress which had been made against the previously agreed Infrastructure+ Action Plan, and would monitor progress on a six monthly basis.
Highways Infrastructure Asset Management Plan Consultation Cabinet Member: Mark Deaville Lead Officer: James Bailey/Paul Boss	15 December 2016	<b>Great Place to Live</b> Support the improvement and development of shared resources such as utilities, highways and technology.	This item has been added for pre-decision scrutiny.	Members endorsed the Highway Infrastructure Asset Management Plan and noted the content of its Policy and Strategy. It was agreed that the Cabinet Member for Highways and Transport should write to the Secretary of State for Transport to lobby for more funding.
Innovation Centre Number 6, Keele University Cabinet Member: Mark Winnington Lead Officer: Eric	15 December 2016	<b>Right for Business</b> Promote the county as the "go to" location through a pro-business mind-set.	The item was proposed by the Corporate Director Economy, Infrastructure and Skills.	Members noted the principles and processes being undertaken in the development of the £2.02m investment in Innovation

Item	Date of meeting when the item is due to be considered	Link to the Council's Business Plan	Details	Action/Outcome
Henderson				Centre No 6 on the Keele Science and Innovation Park at Keele University.
<p>Stoke on Trent and Staffordshire Review of Post 16 Further Education and Training Institutions Cabinet Member: Ben Adams Lead Officer: Darryl Evers/Tony Baines</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 26</p>	<p>15 December 2016</p> <p>NB following 22 January meeting members wish to consider the outcome of the Post-16 education review.</p>	<p><b>Ready for Life</b> Enhance access to high quality family, community and life-long learning.</p> <p><b>Ready for Life</b> Focus on school improvement and providing access to a good education.</p>	<p>Item requested by Members following discussion on school attendance, exclusions and participation.</p> <p>In particular around Maths and English being included in the curriculum for those students who have yet to reach Level 2 in these subjects. Members wish to consider what impact this change has to take-up and staying-on rates.</p> <p><i>(School attendance, exclusions and participation considered at their meeting of 4 September 2015.)</i></p>	<p>Members noted the outcomes and recommendations of the Post-16 Area Review and the anticipated impact on Staffordshire residents and requested further details on the number of students affected by it.</p>
<p>Petition re: Arts and Community Services at the Shire Hall, Stafford Lead Officer: Helen Riley</p>	<p>15 December 2016</p>	<p><b>Enjoying Life</b> Strengthen public confidence in the county as a great place to live with lots of opportunities to enjoy life.</p>	<p>Petition received from Lisa Henderson containing 3,068 signatures from supporters of the Gallery and its services.</p>	<p>Members requested that a more detailed report on proposals for Staffordshire's Arts Service be brought to the January meeting. The Chairman agreed to forward the petition and the Select Committee's comments to the Cabinet Member for Communities and the Environment.</p>
<p>School Attainment Cabinet Member: Ben</p>	<p>19 January 2017</p>	<p><b>Ready for Life</b> Focus on school</p>	<p>Consideration of attainment is an annual item to brief</p>	<p>Members noted the educational attainment in</p>

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Adams Lead Officer: Tim Moss		improvement and providing access to a good education.	members on attainment in Staffordshire schools.	Staffordshire for September 2015 – August 2016. They requested further information on the Free School Meals and Special Educational Needs Gap in Staffordshire and asked for information on the Fairer Funding Review at a future meeting.
Economic Growth Cabinet Member: Ian Parry/Mark Winnington Lead Officer: Darryl Myers/Steve Burrows	19 January 2017	<b>Right for Business</b> Promote the county as the “go to” location through a pro-business mind-set.	At their meeting of 5 September 2014 Members scrutinised progress on the European Growth Deal submission and agreed to look at the best way to scrutinise the 8 projects, and whether joint scrutiny with Stoke-on-Trent City Council would be appropriate.	A briefing note on the South Staffordshire District Deal was considered at the meeting on 15 November 2016. Members recognised the success of the Stoke-on-Trent and Staffordshire Growth Hub in supporting Staffordshire businesses and agreed to help promote its services to local businesses of all sectors and sizes by raising awareness of the Staffordshire Business Helpline and the Growth Hub Advisors. They requested further clarification in writing on the small business grant fund.
Update on the Library Service Cabinet Member: Gill Heath Lead Officer – Janene Cox/Catherine Mann	3 March 2017	<b>Great Place to Live</b> Support the improvement and development of shared resources such as utilities, highways and	Following the changes to the static library service the Select Committee will review progress on the static library service.	A briefing note covering the whole of the service was circulated and is published.

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Progress on the SEND Reforms Cabinet Member: Ben Adams Lead Officer: Richard Hancock/Karen Levell	3 March 2017	technology. <b>Ready for Life</b> Focus on school improvement and providing access to a good education.	The Cabinet Member proposed that it would be appropriate to update the Committee on progress on a six monthly basis.	The report was noted and Members asked that progress in the next phase of SEND Transformation be continued via a further update after the May 2017 elections.
Making the Most of our Universities – Working in Partnership for Economic Growth Cabinet Members: Philip Atkins/ /Ben Adams/ Mark Winnington Lead Officer: Darryl Myers/Lucy Sefton	3 March 2017	<b>Right for Business</b> Promote the county as the “go to” location through a pro-business mind-set.	The Cabinet Member proposed that it would be appropriate to update the Committee on this matter.	The Select Committee endorsed the recommendations contained within the report.
Skills and Employability Self-Assessment Cabinet Member: Ben Adams Lead officer: Tony Baines/Preeya Buckley	3 March 2017	<b>Ready for Life</b> Focus on school improvement and providing access to a good education.	An item on Adult and Community Learning was presented to the Committee in March 2016. The Cabinet Member requested that this item be considered on an annual basis (under its revised title Skills and Employability Self-Assessment Report 2015-2016).	Members noted the content of the report.
Progress on the Countryside Estate Cabinet Member: Mark Winnington Lead Officer: Ian Wykes/Emma Beaman	3 March 2017	<b>Great Place to Live</b> Use and maintain our built and natural environment to improve health and wellbeing and strengthen	At the meeting on 13 September Members requested an update on the progress being made in respect of the Countryside Estate.	In the absence of the Cabinet Member for Economic Growth, this item was deferred.

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		community assets. <b>Enjoying Life</b> Strengthen public confidence in the county as a great place to live with lots of opportunities to enjoy life.		

### Working Groups – Completed 2016-17

Infrastructure + Working Group Cabinet Member: Mark Pinnington Lead Officer: James Bailey Page 29	8 and 29 July 4 September  <b>Reporting back to Select Committee on 24 May 2016</b>	<b>Great Place to Live</b> Support the improvement and development of shared resources such as utilities, highways and technology.	Following their 6 March consideration of Infrastructure + Members agreed to set up a working group in June/July to advice on how they wish to scrutinise the governance of the Infrastructure + contract.	The formal response and action plan from the Cabinet Member was received at their 24 May meeting. Members noted the progress made on the agreed recommendations and will monitor their progress on a six monthly basis.
Working Together to address the impact that HGVs have on Staffordshire roads and local communities Cabinet Member: Mark Deaville Lead Officer: Clive Thomson	<b>Reporting back to Select Committee on 24 May 2016</b>	<b>Great Place to Live</b> Support the improvement and development of shared resources such as utilities, highways and technology.	Following a petition presented at Annual Council the Select Committee agreed to set up a working group to consider the concerns raised around HGVs on the A515.  This issue has now been widened to address all Staffordshire roads.  Membership of the Working Group has been agreed.	Final report of the Working group agreed for submission to the Cabinet Member at the Select Committee meeting of 24 May 2016. The Select Committee are awaiting the formal response and action plan from the Cabinet Member.

### Briefing notes/updates and referrals 2016-17

A 50 Growth Corridor		<b>Great Place to Live</b>	To update the Committee on	Now to be considered as
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<p>Cabinet Member: Mark Winnington Lead Officer: Steve Burrows</p>		<p>Promote the county as the “go to” location through a pro-business mind-set.</p>	<p>proposals to undertake a major improvement to the A50 in Uttoxeter.</p> <p><i>(last considered by PSSC on 7 March 2014)</i></p> <p>Following the triangulation meeting of 29 July it was agreed that this should be addressed via a briefing note rather than a standalone agenda item.</p>	<p>part of the Economic Growth Programme item.</p>
<p>SACRE Annual Report</p>		<p><b>Ready for Life</b> Focus on school improvement and providing access to a good education.</p>	<p>To receive the SACRE Annual Report.</p>	<p>Reported to 26 July 2016 Select Committee.</p>
<p>South Staffordshire District Deal 2</p>		<p><b>Right for Business</b> Promote the county as the “go to” location through a pro-business mind-set.</p>	<p>To receive a briefing note on the South Staffordshire District Deal 2.</p>	<p>Considered at the 15 November 2016 Select Committee.</p>