



Telford & Wrekin
C O U N C I L

Addenbrooke House Ironmasters Way Telford TF3 4NT

CUSTOMER, COMMUNITY & PARTNERSHIP SCRUTINY COMMITTEE

Date	Tuesday 30 June 2015	Time	6.00pm
Venue	Meeting Room 7, Ground Floor, Darby House, Lawn Central, Telford TF3 4JA		

Enquiries Regarding this Agenda:

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Committee Membership: Councillors N A M England (**Chair**), J C Ashford, G H Cook, K R Guy, S J Reynolds, P J Scott, J M Seymour and B D Tillotson

AGENDA

- Election of Vice Chair for 2015/16**
 - Minutes** Appendix A
To confirm the minutes of the meeting of the Housing, Economy & Infrastructure Committee held on 9th March 2015, and meeting of the Co-operative & Communities Scrutiny Committee held on 24 March 2015
 - Apologies for Absence**
 - Declarations of Interest**
 - Scrutiny Review of Transport** Appendix B
To receive an update on the outcome of Arriva's Independent Network Review and receive a draft of the revised Bus Subsidy Policy for comment. The Cabinet Member for Communities, Regeneration & Transport will attend for this item. (To Follow – report to be tabled at the meeting)
- Members of the Finance & Enterprise Scrutiny Committee are invited to attend to jointly scrutinise the impact of the bus subsidy savings and proposed mitigation measures.*
- Local Plan** Appendix C
To consider the consultation process for the Telford & Wrekin Local Plan:

7. **Work Programme and Chair's Update**

DRAFT

HOUSING ECONOMY & INFRASTRUCTURE SCRUTINY COMMITTEE

Minutes of a meeting of the Housing Economy & Infrastructure Scrutiny Committee held on Monday, 13 March 2015 at 2.00pm in Meeting Room G1, Addenbrooke House, Ironmasters Way, Telford

PRESENT: Councillors C R Turley (Chairman), E J Carter, L A Murray, J M Seymour, R J Sloan and Co-Optees; D Johnson and S Reynolds

ALSO PRESENT: H Rhodes (Cabinet Member for Customer Services, Libraries & Transport); J Ellis (co-optee, Co-Operative & Communities Scrutiny Committee) and R Williams (co-optee, Budget & Finance Scrutiny Committee).

IN ATTENDANCE: A Astley (Assistant Director: Neighbourhood & Customer Services); K Harris, Transport & Highway Development Service Delivery Manager and D Proud Group Manager - Transport, Strategy and Road Safety.

HEISC-01 MINUTES

RESOLVED – that the minutes of the meeting of the Housing Economy & Infrastructure Scrutiny Committee held on 18 February 2014 be confirmed and signed by the Chairman.

HEISC-02 APOLOGIES FOR ABSENCE

Councillors F Bould, C P R Mollett, and K L Tomlinson.

HEISC-03 DECLARATIONS OF INTEREST

None.

HEISC-04 TRANSPORT REVIEW

The Committee heard from the Transport & Highway Development Service Delivery Manager and Group Manager - Transport, Strategy and Road Safety that significant savings of £80K had already been made in the previous year as a result of re-tendering some services and utilising section 106 planning obligations. Arriva had embarked on an Independent Network Review and the Council would work with them to determine whether any existing subsidised services could be taken on commercially. As part of the growth taking part in the borough, Transport Officers would also look to further utilise section 106 planning obligations to develop services in conjunction with Arriva. Other sources of funding would also be investigated, eg EU Revenue Funding via the Local Enterprise Partnership and Local Growth Deal funding. Members were provided with details of passenger journeys and subsidy cost per head on subsidised routes.

Members welcomed efforts to ensure that savings were mitigated without loss of services. However, as it was acknowledged that savings had to be made, Members asked how the Transport Service would engage in consultation if any subsidised services were lost in future. The Transport & Highway Development Service

Delivery Manager advised that the primary vehicle for consultation was the Bus User's Group; a commitment to consult with Ward Councillors and Parish Councils was noted and Members suggested that Residents' Associations should be added to this list. The Cabinet Member's commitment to consult widely in the event that any subsidised routes were cancelled was welcomed.

The Chair noted that according to Department for Transport statistics, the overall number of passenger journeys in the borough was falling, whilst concessionary travel journeys were remaining somewhat static. The Group Manager - Transport, Strategy and Road Safety confirmed that this reflected the national picture. Cllr Carter noted that a significant amount of new housing developments were planned across the borough and he felt that this would increase the demand for public transport locally, particularly if the price of petrol began to rise. He felt that it was important that the attractiveness of the local transport service was improved in order to increase passenger journeys and make subsidised services more commercially viable. He suggested one way of achieving this would be to introduce more 'express' services, such as that offered on the Telford Town Centre to Shrewsbury Route (X5) and suggested the 481 service from Telford Town Centre to Stafford (via Newport), would be a suitable candidate since part of the route duplicated that of the 33 and 55 services. Mr Ellis noted that the duplication on the routes of these three services meant that often they were all leaving Oakengates at very similar times, especially on subsidised evenings and Sunday services, which meant that this route was particularly well serviced. In contrast, he noted that other areas with low car ownership, such as Ketley Bank and Wombridge, did not benefit from a bus service. He also noted that service levels on routes 14, 15 and 23 were poor. He asked how the Council decided what routes to subsidise and ensured that best value was achieved?

The Assistant Director: Neighbourhood & Customer Services was able to clarify that as part of a service review by Northgate Kendrick Ash (NKA) which sought to generate savings to meet government targets, a bus subsidy policy had been adopted by the Cabinet and applied to the last round of tenders in 2010, resulting in the existing subsidies being applied. Since that time there had been changes in staff which had resulted in loss of knowledge about the policy but had become clear that the policy would need to be reviewed prior to re-tendering later this year to ensure that it was fit for purpose. The Group Manager - Transport, Strategy and Road Safety advised Members that the policy could only be applied to existing services and tested them against three criteria: cost per passenger, accessibility and sustainability. There was no criteria to look at whether new services should be subsidised. The Chair advised that the policy and minutes of the Cabinet meeting which adopted the policy were publicly available; some of the Cabinet's related meetings had been held in "closed session" but this was likely to be because the information discussed was commercially sensitive but a record of the meetings were still available.

Members noted that the Council did not have a role in determining commercial services but felt that the Council had a legitimate voice to call for changes in service provision in order to benefit residents. The Assistant Director: Neighbourhood & Customer Services agreed that Members had significant insight to share about current services and it would be helpful if that could be fed in to the Transport &

Highway Development Service Delivery Manager and Group Manager - Transport, Strategy and Road Safety so that they could raise concerns with Arriva as part of the Independent Network Review and discuss the tender of the 481 service with Staffordshire County Council.

Cllr Murray noted intentions to mitigate the savings through the use of Section 106 planning obligations and he queried what happened to services when the funding ran out. The Group Manager - Transport, Strategy and Road Safety indicated that in the case of service 77, funding had been secured for ten years and it was hoped that this was a sufficient amount of time for the new developments to complete and the service build up to a commercially operable level. Cllr Carter expressed the opinion that new builds required focus, such as a supermarket, to create sufficient footfall to give continuity for public transport.

Members discussed the timing of provision of bus shelters within new housing developments and were advised that this was subject to a separate budget.

Members discussed a number of recommendations to improve the efficient use of the bus subsidy budget. As Members had also identified some improvements which could be made to the bus service in general, the Assistant Director: Neighbourhood & Customer Services asked that Members provide any further feedback on the operation of commercial routes to her or the Group Manager - Transport, Strategy and Road Safety so that those comments could inform upcoming discussions with Arriva.

RESOLVED – that it be recommended to Cabinet that:-

- (a) The Council should engage with Arriva as part of its Independent Network Review, to explore ways to increase service efficiencies and increase the attractiveness of bus services including to:-**
 - (i) consider extending the provision of limited stop express journeys on regular services with long journey times**
 - (ii) consider whether new services can be provided or services reinstated in areas with limited or no service provision**
 - (iii) limit duplication in timetables across services where possible**
 - (iv) provide accelerated journey times for subsidised evening and Sunday services**
 - (v) consider methods to provide a through-ticket style service for connecting journeys**
- (b) That the Committee receive an update on the outcome of Arriva's Independent Network Review**
- (c) Ahead of the next round of tendering for subsidised services, the Bus Subsidy Policy be revised to ensure that it is fit for purpose and that the Committee receive a draft for comment before it is adopted by Cabinet**
- (d) That the Council continue to encourage healthy competition in the tender process for the provision of subsidised bus services**

- (e) That Transport and Planning Services should work to more regularly secure S106 planning obligations to support public transport for new developments**
- (f) In the event that any service reductions are proposed by the Council, affected Communities, Ward Members, Parish Councils and Resident Groups should be widely consulted**

Members of the Co-Operative & Community Scrutiny Committee were welcomed to continue to engage with the Housing, Economy and Infrastructure Scrutiny Committee to conduct scrutiny of bus subsidies.

HEISC-05 WORK PROGRAMME AND CHAIR'S UPATE

The Chair referred to the work programme and provided an update on each item as follows:-

- A briefing note updating on progress of the recommendations made with regard to Empty Properties had been circulated by email on 2 February.
- A briefing note on the work of Fleet Services was circulated. Members applauded the innovative initiatives proposed but also made a number of comments on the development of services:-
 - Dial-a-Ride (DAR)
 - Block bookings for the Dial-a-Ride service were not supported. Although the Committee understood the security this could offer, for instance, to individuals undertaking an adult learning course, there were fears that the system could be abused and isolate vulnerable users unable to access a seat or prevent individuals from re-trying the service if they were declined a seat on their first application. Members asked whether any work had taken place to ascertain whether any alternative provision could be made in conjunction with education providers rather than amending the DAR booking criteria.
 - Social Shopper
 - Opportunities to access market towns and garden centres were welcomed and Members suggested that sheltered housing providers could provide a key market, as well as community groups providing for older and vulnerable people. Members wondered whether opportunities existed for community groups to hire vehicles with a driver during downtime.
 - Community Buses
 - Members queried whether the "Bendy Bus" still operated?
 - Proposed Changes to Community Transport
 - Members welcomed pilot schemes for the proposed initiatives and hoped that the final offer could encompass the whole of the borough.

- Members were keen to ensure that the fare system was commercially competitive.
- Scrutiny Chairs were due to meet informally to consider ways to engage in scrutiny of the **LEP and LTB** as the arrangements were not formalised in the scrutiny handbook or Council Constitution.
- The Assistant Director: Planning Specialist had indicated that legislation around **CIL and S106** Agreements was due to change and had therefore suggested that scrutiny in this area should be postponed until after the election. Members agreed. The Chair also reminded Members that details of section 106 agreements relating to education were included in the budget report presented to Council on 5 March and an annual report on all section 106 agreements would be presented to Cabinet in June.
- A briefing note on the most recent round of consultation for **Shaping Places** was circulated in the latter part of 2014. No further update was anticipated until the next phase which takes place after the election. Although this was accepted, Members were disappointed at the lack of further update.

The meeting ended at 3.34pm

Chairman:

Date:

CO-OPERATIVE & COMMUNITIES SCRUTINY COMMITTEES

Minutes of a meeting of the Co-operative & Communities Scrutiny Committee held on Tuesday, 24th March 2015 at 6.00pm in Meeting Room 3, Darby House, Lawn Central, Telford TF3 4JA.

PRESENT: Cllrs. A. McClements (Chair), N. England, J. Pinter, and co-opted member J. Ellis.

Also attending: Cllr. S. Davies; Cabinet Member, Neighbourhood Services Employment and Skills, R. Partington; Managing Director, Telford & Wrekin Council, Lois Stewart, Organisational Development Manager, Fiona Bottrill; Scrutiny Group Specialist.

APOLOGIES: None

CCSC-15 MINUTES

RESOLVED – that the minutes of the meetings of the Co-operative & Communities Scrutiny Committee held on 19th August 2014 be confirmed and signed by the Chairman.

CCSC-16 APOLOGIES FOR ABSENCE

Cllrs. J. Thompson and K. Tomlinson

CCSC-17 DECLARATIONS OF INTEREST

None

CCSC-18 EMPLOYEE COMMISSION AND CO-OPERATIVE VALUES

The Chair welcomed the Cabinet Member for Neighbourhood Services, Employment and Skills and the Managing Director to the meeting. The Chair explained the Scrutiny Committee had carried out a review on 2011/12 on the Council's Co-operative Values and Employee Commission. Members of the Committee spoke to staff across the organisation making sure they covered different service areas and buildings. The Members asked staff:

Were they aware of the Co-operative values and did they affect their work?
Were there any other issues they wanted to raise?
Did they know about Scrutiny?

The Chair said that this had been a good piece of work which had found that staff were aware of the values and many of them said that they were already part of the way they worked. The Cabinet Member and Managing Director had been invited to attend the meeting to update the Committee on this work. The Chair said she was particularly interested to hear how the Managing Director and Senior Management Team are communication with staff.

The Managing Director said that the work involved in communicating is such a large and complex organisation is never finished but progress is being made. He said that in the recent engagement sessions it has been recognised that this has to be carried out in such a way that it is meaningful to staff. Staff are aware of the financial challenges the organisation faces and need to be given the opportunity to understand how they can help.

The 'Bigger Picture' is a simple way of engaging staff. This was developed through 25 workshops held over 11 days. At these events the all staff were free to speak and explain what is good and what are the values of the organisation.

The feedback from this event was that people feel proud to work for the Council. Staff thought that the management are trying to do the right thing. A poster has been produced that provides an image which sets out the Council's story so far. An interactive version of this will be available and a set of tools for managers to engage with staff. It is important for the organisation to have a narrative and be able to build on this.

The Managing Director said that the feedback from staff was very positive. He has carried out a second annual tour to talk about the Bigger Picture. In these presentations he explained where the Council is now, what it has achieved and where the Council in going. This has been presented in the context of the financial challenge. Over 400 employees attended these events and applauded at the end of the session. It is essential to be honest with people and say that not everyone will continue to be part of the team as the Council gets smaller. The Council's approach has been to generate income to mitigate the cuts and protect services. The budget strategy has included investment which has not been the case in other areas. Most Council's are not making investments. This approach has been commended by other organisations, e.g. free swimming for over 50s.

The Council has also been looking at policies to ensure these are efficient. This has not been a top down approach but working with employees, Trade Unions and managers. An example of this is the flexi deal which enabled employees to work more flexible hours, buy annual leave and achieve a better work life balance.

The Chair asked if there had been feedback from staff about restructures and that this can make them feel very vulnerable.

The Managing Director explained that over the last 6-9 months there had been a reduction in the number of re-structures. The whole council has been re-designed

about 3 times. However, this has not been done all at the same time and which has made it more manageable. To be able to carry out restructures in this way requires vision. The approach to the restructures has been 'how do we design a service and will still work and save money?' He gave the example of the in-house adult care provider. Through dialogue with the staff and the trade unions it was restructured so that it could become a competitive service that would be bought by individuals.

The Managing Director said that there is still too much silo working and that there would be more restructures. It has also been recognised that it is important to continue to invest in learning and development and much of this will take place through the online learning platform OLLIE.

L. Stewart explained that the approach to learning and development is a 'blended approach'. Some training is online and some is face to face. During 2014 there had been the biggest recorded number of training courses delivered through OLLIE. There have been 12,400 individual course participants.

The Chair asked how the training is evaluated?

The Managing Director said that doing a course is not always the best way to learn.

L. Stewart said that OLLIE is good at driving knowledge and that the blended approach to learning means that the online courses can be followed up by 1 hour briefing sessions or 1-1 training. Coaching or mentoring is a good way to understand the impact of learning. At the end of the training participants are asked for feedback and then later asked if they are using this knowledge. It is important that people take responsibility for their own learning and development but they also need support from managers. L. Stewart added that the Co-operative Values are embedded in the organisations and that these values are very strong. The 1-1 framework has been reviewed and now reflect the values and provide staff feedback on these. In the difficult financial climate there is a temptation to feel 'down' but in this organisation there is a level of optimism.

The Chair said that the ethos of an organisation is very important.

Cllr. S. Davies said that the optimism of the organisation is reflected in the number of apprentices, which is now 165. In every team there are people who are here to learn and this motivates other people to learn. He gave the example of the trainee solicitor who was sponsored by the Council and is now employed here. The Cabinet Members have continued their 'walk-about' and Cllr. S. Davies said that officers email him directly and that it is important that staff are given the recognition for the work that they carry out. He added that it is also important for senior officers to know the different communities in Telford and Wrekin, and this has been helped by councillors carrying out 'ward walks' with senior officers. This will help people to understand the impact of the decisions that are being made. It is also important that people in Telford and Wrekin understand that public servants at the Council work very hard for the benefit of the local community

Mr. J. Ellis said that he had been surprised that the values had to be stated in such an obvious way since, when he worked for the Council, this was the way people had worked. He had noticed that when other people came to work for the Council they often commented that the culture was different at Telford & Wrekin. He said he felt it was sad that things at the Council had changed so much that a Co-operative Commission had to be set up to bring back these values. As an co-optee on the Committee he said that he supported the co-operative values.

Cllr. S. Davies responded that the decision to be a Co-operative Council means putting this into practice on a day to day basis. Parts of the Council had embraced this quickly but others were slower to take this up. As a new member in 2011 he had been keen to see the top of the organisation becoming flatter. This has been achieved, and managing Director is the first Head of Paid Service at the Council to be directly responsible for a service area. The Council's relationship with the Town and Parish Council's has improved. Previously regeneration has been 'done' to areas rather than with them. An example of this has been the solar farm – in other areas there have been protests, but because the Council here had worked with people to explain the reason and the benefits there had been no objections here. Another example of how the relationship with the Town and Parish Council's has improved is the Parish Environmental Teams (PETS) and the Community Support Officer Training.

The Managing Director said the Council has changed since he joined in 1991. He confirmed that the Cabinet and Senior Management Team had worked in partnership and had not taken the 'easy decision' to close services, but rather how to keep the service going for less money. The Cabinet has had high expectations and this is reflected in the aspirations for Telford and Wrekin – which is 'on the up'. It is important that people enjoy their work.

Cllr. N. England said that he had worked for the Council until 2004 and stood for election in 2011. He had jointed the Co-operative and Communities Scrutiny Committee in 2013. He explained that he understood that the Co-operative Council meant there was a different way of working. He gave the example of an environment issues that needs to be resolved. Previously this may have been fully funded by the Council but now the way to address this is for the Council to work with other organisations to find additional sources of funding. He also said that it is important that all staff have access to the information they need, not just about how to do their job but also about the wider organisation.

Cllr. S. Davies responded that this can be a cultural issue within an organisation. There are some staff who do not have access to a Council computer – but they can opt to receive some emails to their personal email address.

Cllr. N. England added that it is important to retain staff as this reduces the cost of recruitment.

L. Stewart said that she had read about the Council's co-operative values before she

started working here. Once she joined the organisation it was clear that they are part of the organisation at every level and that what matters is making a difference of the local community.

The Chair said that this was reflected in the comments made by staff during the Scrutiny Review.

Cllr. N. England added that when asked about the Co-operative values many staff responded that this is what they already do.

The Managing Director said that accountability is important – people can hear what you say, but if they see that something has changes, that we do what we say, that is how they will judge the organisation.

J. Ellis said that this approach in empowering for staff.

Cllr. S. Davies said that there are some things that only the Council can do, e.g. leading the bid for the MOS Centre at Donnington, but there are other issues where the Community can be enable to help itself. He gave the example of the Pride in the Community Programme.

The Managing Director said that it is important that people are clear about the purpose of the Council. The restructure process is not easy, but it is about being clear what we do and why. This is why there are planned briefings during the restructure process. The Council has minimised the number of compulsory redundancies to around 50 when about 1,200 jobs have gone. Some people find a new job in the Council others decide not to stay.

Cllr. S. Davies added that the Council gives a lot of support to people who are at risk of being made redundant.

The Managing Director said that the Council has worked with the Trade Unions. He has to sign off every voluntary and compulsory redundancy - the process has to be fair.

J. Ellis commented on the previous values stated by the Council: Quality, Caring, Fairness. He added that he is happy that the Council has recognised the importance of these.

Cllr. S. Davies said that the way the Council implements the Co-operative Values has evolved e.g. the Employee Commission now works through focus groups and forums. If, after the elections in May, he is part of the administration, the Council will not go back to the beginning of the process but will continue to develop the Cooperative values.

J. Ellis asked of all Councillors had 'bought into' the Co-operative Values?

Cllr. S. Davies said that the Co-operative Ward Fund had been £1,000 and had doubled to £2,000. Nearly all Councillors have taken part in this programme. As part of the Pride in the Community Fund process there was a cross party group evaluating the applications.

The Chair said that the Council is making progress and it has been very useful to have this update. She thanked the Cabinet Member and Managing Director for attending the meeting.

CCSC-19 CHAIR'S UPDATE

The Chair said that this was the last meeting in the cycle for this year. She thanked everyone for their support and work. She said that the key pieces of work that she was proud of included the work on the implications of welfare reform, the Review of First Point for Business and the Review of Community Centres. This highlights the role of Scrutiny and the difference it can make.

J. Ellis asked about the work of other Scrutiny Committees. He said that the community aspect is very important and when looking at the Council's budget this should not just focus on finance. He also expressed an interest in being involved in the work that will take place next year on the Council's bus subsidy policy.

The meeting ended at 6.48pm

Chairman:.....

Date:.....

Scrutiny briefing note re. Consultation on the Telford & Wrekin Local Plan: Consultation Version

The Scrutiny Committee for Housing, Economy & Infrastructure have been involved in the Local Plan Consultation Process since 2013 feeding in at key stages to explore and advise on the Local Plan consultation methodology.

The Local Plan, once adopted in 2016 will set out the amount, type and location of development for the borough up to 2031. There are a number of key stages in the process of developing the Local Plan which include consultation to date on;

1. Strategy & Options in June / July 2013 which sought views on the broad scale and location of development and
2. Proposed Housing and Employment Sites document in May / June 2014 which sought views on the possible site allocations for new development.

Work is currently focussed on preparing the Telford & Wrekin Local Plan: Consultation Version which will address the findings of these earlier consultation stages and further technical work undertaken over the last 12 months. This will set out the spatial vision for the borough, a series of policies that underpin the delivery of that vision as well as detailed planning policies which will be used to determine planning applications across the borough. Subject to Cabinet approval of the Telford & Wrekin Local Plan: Consultation Version, consultation is anticipated in Summer 2015.

The Scrutiny committee has been consulted on and provided input to agree the methodology for public consultation at key stages – November 2013, February 2014 and most recently received feedback on outcome of the last consultation in a report of September 2014. On the basis of Scrutiny's feedback consultation has been strengthened and deepened at each stage e.g. to increase the focus on Town and Parish Council engagement and engaging young people.

The purpose of this note to update the new Customer, Community & Partnership Scrutiny Committee;

- Outline the Consultation process to date
- How the feedback is taken into account in preparing the Telford & Wrekin Local Plan
- The proposed consultation process for the Telford & Wrekin Local Plan: Consultation Version

Consultation process to date

As a Co-operative Council engagement in the plan making process has been on-going and not confined to the two formal periods before and after the production of the Local Plan: Consultation Version. Consultation has also included partners and statutory consultees as well as ¹Duty to Co-operate bodies. To date this has included:

¹ Duty to Co-operate is contained in the Localism Act and described in the National Planning Policy Framework (NPPF) compelling LA's to co-operate on strategic matters with neighbouring authorities and specific bodies.

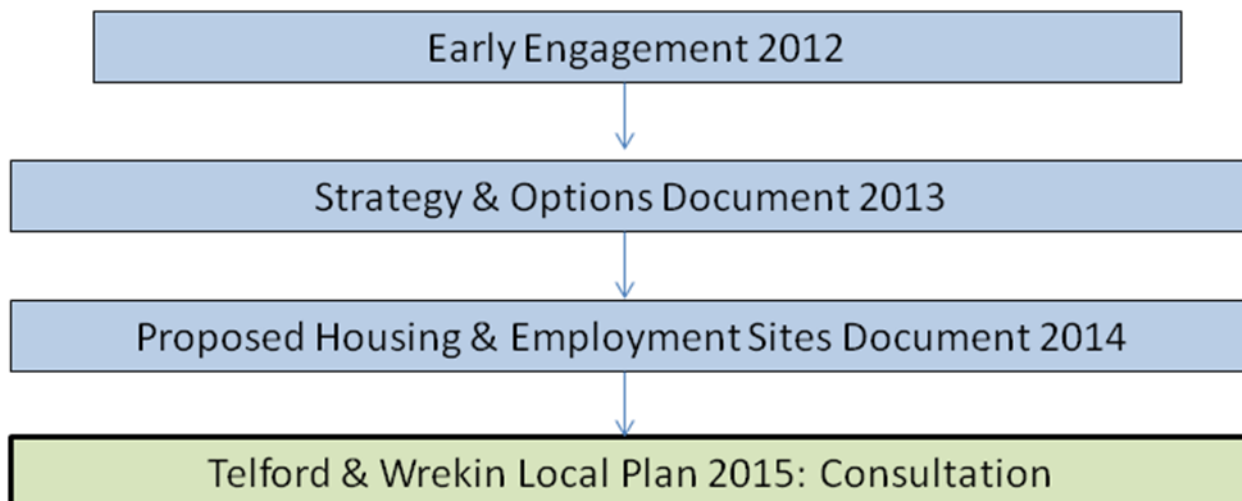


Fig 1: Overview of Local Plan engagement stages to-date

- 2012
 - Public engagement & targeted engagement with key stakeholders including; road shows, competition, on-line forum, press releases and questionnaires gathering views
 - Targeted engagement with key stakeholders Including; Telford & Wrekin Council Members, Town & Parish Council's, Local Strategic Partnership, Housing & Communities Agency, the development industry
- 2013
 - Pre-consultation targeted engagement with key stakeholders
 - Formal Consultation 10 June - 26 July 2013: Strategy & Options document
 - Presentation Q & A with Ward Members and Town & Parish Councils,
 - 2 public open sessions
 - one-to-one meetings with Parishes and Town Councils
 - email contact with all 450 members of Telford & Wrekin Councils Community Panel,
 - Young Persons Forum Workshop
 - direct contact with 1652 consultees registered on data-base including key stakeholders and statutory consultees
 - Twitter & Facebook campaigns
 - Radio Shropshire interview
 - Your Voice article
 - Advertising in public facing Council buildings
- 2014
 - Formal Consultation 6 May – 17 June 2014: Proposed Housing & Employment Sites document
 - Presentation Q & A with Ward Members and Town & Parish Councils
 - Invitation to all Town & Parish Councils to host drop-in sessions for their local community resulting in 14 Town & Parish Councils hosting public events in their area generating a number of large audiences, drawing over 500 attendees
 - Email contact with 425 members of Telford & Wrekin Councils Community Panel
 - Young Persons Forum workshop
 - direct contact with all consultees registered on data-base together with letters sent to Statutory
 - T&WC Services

- Twitter & Facebook campaigns
- Radio Shropshire interview
- Advertising in public facing Council buildings

The above resulted in 861 new consultees comments and are registered on the Local Plan database, and around 2500 comments relating to individual sites and the site selection process were received via the online portal, email and letter.

The local plan website www.telford.gov.uk/localplan is kept up-to-date to ensure people understand the process and opportunities to comment and continue to be involved. Comments received can be viewed via the portal at www.telford.gov.uk/localplan.

How the feedback is taken into account in preparing the Telford & Wrekin Local Plan: Consultation Version

The preparation of the Local Plan: Consultation Version is a statutory stage in plan making and must therefore consider the findings of evidence studies, the sustainability appraisal of sites and policies and the comments made during the consultation process. The Council also has to ensure the Plan is in conformity with the National Planning Policy Framework and supported by evidence to ensure it is found ²'sound' at the Examination stage.

The proposed consultation process for the Telford & Wrekin Local Plan: Consultation Version

Work is currently underway to produce the Local Plan: Consultation Version including Policy Map with a Report due to go to Cabinet at the end of July seeking approval for the purposes of consultation.

Subject to Cabinet approval the consultation process will take place between August – September 2015 over an extended period to allow for school and bank holidays. The consultation programme will take account of Scrutiny's suggestions and accord with the adopted Statement of Community Involvement which sets out how the Council will engage at the various stages of the Plan making process.

The consultation will include:-

- Inviting all Parishes and Town Councils (including neighbourhood plan front runners) to attend a presentation by Council officers at the start of the consultation period to gain an understanding of the Local Plan process and the aims and objectives of the consultation
- Offering all Parish and Town Councils the opportunity for individual meetings
- Contacting all consultees registered on the Local Plan data-base

² National Planning Policy Framework paragraph 182 defines 'sound' as; · **Positively prepared** – the plan should be prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development; · **Justified** – the plan should be the most appropriate strategy, when considered against the reasonable alternatives, based on proportionate evidence; · **Effective** – the plan should be deliverable over its period and based on effective joint working on cross-boundary strategic priorities; and · **Consistent with national policy** – the plan should enable the delivery of sustainable development in accordance with the policies in the Framework.

- Advertising the consultation through a range of media including Facebook, Twitter, local press releases, radio and notices in public facing Council buildings (leisure centres, community centres, First Points & libraries)
- Holding a workshop with the Young Persons Forum and writing to all schools to encourage comment via the online portal and inclusion of the consultation in subjects such as Geography.
- Keeping the Local Plan website www.telford.gov.uk/localplan up-to-date to ensure people understand the consultation process and how they can comment

To aid communications, a public leaflet will also be produced.

A Consultation Statement will accompany the examination version of Local Plan which will provide details of the consultation, comments received and how they have been taken into consideration in the plan.







Conclusion

As a Co-operative Council we are committed to continuous engagement in the plan making process. While response rates at previous stages have been positive, it is recognised that due to the nature of Local Plan material, it is not always accessible to a non-technical audience. Working with the Community Engagement Team and with the support of Scrutiny discussions, steps have and will continue to be made to improve the engagement process.

Telford & Wrekin Local Plan

Proposed Consultation Methods August – September 2015

There are a wide range of techniques which can be used to consult with stakeholders of the Telford & Wrekin Local Plan: Consultation Version both internally and externally. The following approach is proposed for extended consultation during August – September 2015.

		August to September extended consultation period					
Methods used		General Public	Focus Groups e.g. Young Persons Forum / Telford & Wrekin Senior Citizens Forum / Local Access Forum	Statutory & Targeted Consultees e.g. Environment Agency / Historic England / Highways England / Natural England / LEP/ Telford Business Board / Developers / LSP / Clinical Commissioning Group / NHS	Neighbouring Authorities & specified bodies e.g. Duty to Co-operate ¹ Councils	Town & Parish Councils inc. neighbourhood planning Parishes	Telford & Wrekin Council e.g. T&WC Ward Members / T&WC Officers service providers
	Email & Letters	Y	Y	Y	Y	Y	Y
	Online questionnaire on the Council's consultation portal ²	Y	Y	Y	Y	Y	Y
	T&WC Public Building notice boards & screens	Y				Y	Y
	T&WC website pages	Y	Y	Y	Y	Y	Y
	Social Media (Twitter and Facebook)	Y	Y	Y	Y	Y	Y
	Interactive Presentation / Q&A / Meetings	Y	Y	Y	Y	Y	Y

¹ Duty to Co-operate is contained in the Localism Act and described in the National Planning Policy Framework (NPPF) compelling LA's to co-operate on strategic matters with neighbouring authorities and specified bodies.

² The Council has a web based consultation software package, where stakeholders can log in and provide comments on emerging planning policy on line.