



Borough of Telford and Wrekin

Communities Scrutiny Committee

Tuesday 14 July 2026

6.00 pm

Council Chamber, Third Floor, Southwater One, Telford, TF3 4JG

Democratic Services:	Paige Starkey	01952 380110
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Committee Members:	Councillors E Davies (Chair), E Aston (Vice-Chair), F Doran, S Handley, G Luter, P J Scott and G Thomas
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	To review and reconfirm the Terms of Reference for the Communities Scrutiny Committee for the 2026/27 municipal year.	
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	To approve the draft work programme for the 2026/27 municipal year.	
6.0	Road Maintenance	To Follow
	To receive an update on the Council's approach to managing road maintenance.	

7.0 Chair's Update

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COMMUNITIES SCRUTINY COMMITTEE

Minutes of a meeting of the Communities Scrutiny Committee held on Thursday 12 February 2026 at 6.00 pm in the Council Chamber, Third Floor, Southwater One, Telford, TF3 4JG

Present: Councillors E Davies (Chair), E Aston (Vice-Chair), F Doran, S Handley, G Luter, P J Scott and G Thomas

In Attendance: R Cook (Executive Director: Place), P Fenn (Head of Service: Neighbourhood Enforcement), T Foran (Strategic Skills Lead), D Germany (Head of Service: Waste and Neighbourhood Performance), R Phillips (Head of Service: Registrars, Public Protection, Legal and Democracy), R Probert (Strategic Skills Lead), C Sweeney (Locum Governance Manager) and S Wellman (Director: Education and Skills).

Also Present: Councillors C Healy (Cabinet Member: Neighbourhoods, Planning and Sustainability) and R Overton (Deputy Leader and Cabinet Member: Highways, Housing and Enforcement).

COMSC12 Declarations of Interest

None.

COMSC13 Minutes of the Previous Meeting

RESOLVED – that the minutes of the previous meeting held on 2 October 2025 be confirmed as a correct record and signed by the Chair.

COMSC14 Community Action Team Report

The Committee considered a report of the Director: Neighbourhood and Enforcement Services on the Community Action Team (CAT) partnership with Town and Parish Councils. The report provided an overview of the current arrangements, outcomes achieved to date, and opportunities for further development to strengthen local responses to community issues.

The Deputy Leader and Cabinet Member: Highways, Housing and Enforcement introduced the report.

Members received a presentation outlining the development of the CAT programme since its introduction in 2021. It was noted that the initial three-year enhanced environmental maintenance and enforcement offer had been refined following partner feedback and was now operating under a five-year arrangement through to March 2029. The presentation highlighted the range of services provided through the partnership, including environmental

maintenance, neighbourhood enforcement, community engagement and biodiversity enhancement.

Members heard that Environmental Community Liaison Officers (ECLOs) worked with Town and Parish Councils to identify and address local priorities, undertaking regular inspections and coordinating works with contractors. Information was also provided on the work of the Grounds and Cleansing Team, which delivered services outside the scope of the core contract, including environmental improvements, vegetation management and sign cleansing.

The Committee noted the neighbourhood enforcement activity delivered through the CAT model, including parking enforcement, CCTV monitoring, targeted patrols, community engagement, and action to address environmental offences such as fly tipping and dog fouling. Officers also highlighted the programme's contribution to climate change objectives through biodiversity projects and the use of electric vehicles and equipment.

Examples of positive feedback received from Town and Parish Councils were shared, demonstrating the impact of the partnership at a local level.

During the discussion, Members raised questions regarding the sharing of performance information with Ward Members, communication and reporting arrangements between CAT, Members and Town and Parish Councils, and the role of Councillors in identifying local priorities. Members also discussed neighbourhood enforcement matters, including fly tipping, littering, dog fouling, parking issues, overgrown vegetation and the potential need for additional enforcement resources. The importance of effective local engagement, including the role of Parish Clerks as key points of contact, was also highlighted.

In response, Officers advised that opportunities to strengthen communication and reporting arrangements with Members would be explored, including the wider sharing of performance information and local activity updates.

Officers also explained that the use of surveillance powers was subject to legal requirements and appropriate authorisation processes. It was reported that fly tipping incidents across the borough had reduced to their lowest level in three years, supported by a range of monitoring measures including CCTV.

Officers confirmed that environmental maintenance activities, such as sign cleansing, formed part of the service where appropriate and that Town and Parish Councils could work collaboratively to maximise the benefits of the CAT offer.

The Committee expressed their thanks to Officers and Environmental Community Liaison Officers for their work in supporting local communities and improving environmental quality across the borough.

Members noted the update.

COMSC15 Telford & Wrekin Skills Strategy

The Committee considered a report of the Director: Education and Skills which provided an update on delivery of the Council's Skills Strategy. The report reaffirmed the Council's commitment to ensuring that every child, young person and adult could live well in their community and benefit from a thriving local economy.

The Head of Service: Education and Skills introduced the report and provided an overview of progress against the Strategy's five objectives, which focused on raising skills levels, supporting aspiration, creating progression pathways into employment, promoting inclusion and ensuring that the local skills system met the needs of employers and the wider economy.

Members received a presentation highlighting a range of initiatives delivered through the Skills Strategy, including the development of a local curriculum offer, work to tackle inequality, the Stay Near Go Far campaign, employer and school engagement activities, support for young carers, measures to address youth unemployment, adult learning provision through Learn Telford, and a range of employment support programmes.

The Committee heard that Learn Telford remained the largest provider of adult learning in the borough, supporting more than 3,000 learners, with a strong focus on residents with low or no qualifications and those furthest from the labour market. Members also noted the positive outcomes achieved through Job Box, Connect to Work and the annual Skills Show.

During the discussion, Members welcomed the breadth of activity being delivered through the Skills Strategy and the positive outcomes being achieved for residents.

In response to questions raised regarding the range of life skills available through learning programmes, including areas such as basic DIY and money management, Officers noted the importance of ensuring provision remained responsive to the needs of learners and communities.

Members highlighted the value of Learn Telford and the role of adult learning in providing progression routes into further education, training and employment. In response, Officers outlined the importance of the 'stepping stones' approach in supporting residents to develop confidence and core skills before progressing to higher-level opportunities.

Members also discussed access to employment support services, particularly for residents who might not be able to attend provision in person. In response, Officers highlighted the outreach activity delivered through Job Box and other programmes, which sought to engage people within local communities and improve access to support.

The Committee welcomed the support available for residents seeking to return to work and the continued success of initiatives such as the Skills Show.

Officers noted that these programmes played an important role in raising aspirations, connecting residents with employers and learning providers, and supporting progression into employment and training.

Members further welcomed the strong partnership working taking place across the borough with schools, colleges, training providers and employers, including the promotion of apprenticeships and work experience opportunities.

In response, Officers emphasised the importance of collaborative working in ensuring that local people could access the skills and opportunities required by current and future employers.

Members noted the report.

COMSC16 Work Programme Review

The Head of Service: Registrars, Public Protection, Legal and Democracy presented the updated work programme as set out in the agenda pack and highlighted that the next meeting would take place on 23 April 2026.

An email would be sent out to members of the Committee in due course, to ascertain whether members had any proposed items of business moving forward. The Chair was also keen to establish a list of any items the Committee may wish to take a deep dive into.

Members were informed that the matter of potholes, dealing with them and scrutinising the progress over the next few months was a proposed item for that meeting.

Members noted the updated work programme.

COMSC17 Chair's Update

The Chair asked that the Committee's thanks be recorded in recognition of the hard work and support that had been provided by Simon Wellman, the Council's Director: Education & Skills who was due to leave the Council over the coming days.

The meeting ended at 7.42 pm

Chairman:

Date: Tuesday 14 July 2026



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Communities Scrutiny Committee

Tuesday 14 July 2026

Terms of Reference 2026/27

Cabinet Member:	Cllr Zona Hannington – Cabinet Member for Finance and Resident Services
Lead Director:	Anthea Lowe – Director: Policy & Governance
Service Area:	Policy & Governance
Report Author:	Ashley Hickman – Democracy Officer
Officer Contact Details:	Tel: 01952 382589 Email: ashley.hickman1@telford.gov.uk
Wards Affected:	All Wards
Key Decision:	Not Key Decision
Forward Plan:	Not Applicable
Report considered by:	Communities Scrutiny Committee – 14 July 2026

1.0 Recommendations for decision/noting:

It is recommended that the Communities Scrutiny Committee:

- 1.1 Agree and reconfirm the Terms of Reference set out at Appendix A.

2.0 Purpose of Report

- 2.1 To set out the Terms of Reference for the Communities Scrutiny Committee outlined at Appendix A of the report.

3.0 Background

- 3.1 The Constitution requires that Full Council should agree at its Annual Meeting the Terms of Reference for each of its Committees to enable the Council to efficiently conduct its business.

- 3.2 At the Annual Meeting of the Council on 21 May 2026, Full Council delegated authority to each Committee to review its own Terms of Reference.

4.0 Summary of main proposals

- 4.1 For the Communities Scrutiny Committee to review its Terms of Reference as set out in appendix A.

5.0 Alternative Options

- 5.1 There are no alternative options arising from this report.

6.0 Key Risks

- 6.1 There are no key risks arising from this report.

7.0 Council Priorities

- 7.1 A community-focused, innovative council providing efficient, effective and quality services.

8.0 Financial Implications

- 8.1 There are no direct financial implication from this report.

9.0 Legal and HR Implications

- 9.1 The Constitution requires that the Terms of Reference be reviewed on an annual basis. The Council is required to comply with the Constitution. This report demonstrates compliance with this requirement.

10.0 Ward Implications

- 10.1 There are no ward implications arising from this report.

11.0 Health, Social and Economic Implications

- 11.1 There are no Health, Social and Economic Implications arising from this report.

12.0 Equality and Diversity Implications

- 12.1 There are no equality and diversity implications arising from this report.

13.0 Climate Change, Biodiversity and Environmental Implications

- 13.1 There are no Climate Change or Environmental implications arising from this report.

14.0 Background Papers

- 1 [Council Constitution](#)

15.0 Appendices

A Communities Scrutiny Committee Terms of Reference 2026/27

16.0 Report Sign Off

Signed off by	Date sent	Date signed off	Initials
Legal Services	21/05/2026	21/05/2026	DTW
Finance	21/05/2026	26/05/2026	ER

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COMMUNITIES SCRUTINY COMMITTEE TERMS OF REFERENCE

Membership

1. The Committee will be made up of elected members from the Scrutiny Assembly, appointed at Annual Council in line with the political balance of the Council, and co-opted scrutiny members.
2. The number of co-opted members must not exceed 50% of the number of elected members.
3. In addition to standing co-optees, the Committee may appoint additional co-optees for one-off reviews to supplement the skills, knowledge and experience of members of the Committee on that particular issue (subject to the rule on total number of co-optees above).
4. A Vice-Chair may be appointed by majority decision of the Committee.
5. The quorum for a meeting is 3 elected members.

Functions

6. The Committee will be the main mechanism by which Scrutiny members will scrutinise and monitor issues relating to the following key areas:
 - Customer Experience
 - Voluntary sector and community groups
 - Community engagement and development
 - Community hubs and centres
 - Library services and archives
 - Heritage Services
 - Preventing and reducing crime
 - Tackling domestic abuse
 - Reducing anti-social behaviour
 - Fire and rescue and emergency response
 - Public Protection
 - Enforcement
 - Civil resilience and emergency planning
 - Road safety
 - Registration, celebratory and coroner's services
 - Benefits and welfare reform
 - Sport, leisure, entertainment and culture facilities
 - Diversity and Equality
 - Armed Services and Veterans
 - Interfaith Issues
 - Housing – including affordable housing, HMOs, homelessness and housing needs

7. The Community Scrutiny Committee will be the designated body for scrutiny of the Safer, Stronger Communities Partnership as set out in section 19 of the Police & Justice Act (2006). The work programme will make provision for scrutiny of this item.
8. The Committee will consider matters referred by the Scrutiny Management Board, and will exercise discretion as to whether a suggestion falls within the remit of the Committee to scrutinise.
9. The Committee will set its own work programme in accordance with the areas set out above and may look at any issue deemed by the Committee to fall within its remit.

Meeting Administration and Proceedings

10. The Committee procedure rules as set out in the Council's Constitution apply to this Committee.
11. The meetings will follow the principles of scrutiny ie no party whip will be applied and a constructive, evidence based approach will be used.
12. If the Chair or Vice-Chair (if appointed) are unable to attend a meeting the Members present will elect a Chair for the meeting.
13. All Scrutiny Committee meetings will be held in public, unless exempt information is being considered or discussed. Scrutiny Committees may appoint sub-groups to carry out investigative work as part of a review and these sub-groups may hold informal meetings but will report back their findings to the Scrutiny Committee.
14. The meetings will be administered by Scrutiny Services and Democratic Services. Frequency of meetings will be agreed by the Committee as necessary to carry out the work programme.
15. Relevant Cabinet Members, Executive Directors, Directors and Service Delivery Managers will attend the Committee at the request of the Chair. Representatives from other organisations may be invited to attend.

Sensitive and Confidential Information

16. From time to time members may become privy to information of a confidential nature. If this happens, members must maintain this confidence. Members are unable to request personal/confidential information from Officers about an individual or family.

Reporting Arrangements

17. The Chair will provide regular updates to meetings of the Scrutiny Management Board to inform the other Scrutiny Chairs of performance and budget issues relating to the remit of their Committees.

18. The Chair of the Committee, or his/her representative, will provide and present reports and recommendations of the Committee to the Council's Cabinet, Fully Council or other relevant organisations when necessary.

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Communities Scrutiny Committee

Thursday 11 June 2026

Communities Scrutiny Work Programme 2026/27

Cabinet Member:	Cllr Zona Hannington – Cabinet Member: Finance and Resident Services
Lead Director:	Anthea Lowe – Director: Policy & Governance
Service Area:	Policy & Governance
Report Author:	Paige Starkey – Lead Democracy Officer
Officer Contact Details:	Tel: 01952 380110 Email: Paige.Starkey@telford.gov.uk
Wards Affected:	All Wards
Key Decision:	Not Key Decision
Forward Plan:	Not Applicable
Report considered by:	Communities Scrutiny Committee – 11 June 2026

1.0 Recommendations for decision/noting:

It is recommended that the Communities Scrutiny Committee:

- 1.1 Review and agree the work programme as outlined at Appendix A.

2.0 Purpose of Report

- 2.1 To set the work programme for the Communities Scrutiny Committee as outlined at Appendix A.

3.0 Background

- 3.1 Scrutiny now operates a two-year work programme to allow for Committees to undertake in-depth work over a longer period of time.

Communities Scrutiny Committee Work Programme

- 3.2 Work programmes for Scrutiny committees are reviewed annually, with a period of consultation taking place in the months running up to a new municipal year. The public, key stakeholders, and Council officers are asked to put forward scrutiny suggestions for inclusion on the coming year's work programme.
- 3.3 Following the consultation period, a draft work programme is taken to Scrutiny Management Board for comment before being sent onto individual committees for final approval.
- 3.4 The Constitution states that Scrutiny committees are to set and undertake their own programme of work, meeting as required to deliver the work programme.
- 3.5 Work programmes can be amended throughout the year if the Committee or Scrutiny Assembly deem it necessary.

4.0 Summary of main proposals

- 4.1 For the Communities Scrutiny Committee to review and approve the draft work programme as outlined at Appendix A.

5.0 Alternative Options

- 5.1 There are no alternative options arising from this report.

6.0 Key Risks

- 6.1 There are no key risks arising from this report.

7.0 Council Priorities

- 7.1 A community-focussed, innovative council providing efficient, effective and quality services.

8.0 Financial Implications

- 8.1 There are no financial implications arising from this report.

9.0 Legal and HR Implications

- 9.1 In accordance with the Committee's Terms of Reference, the Committee will set its own work programme for the municipal year, will consider matters referred to it by the Scrutiny Management Board, and may make recommendations to Cabinet and Full Council following scrutiny.

10.0 Ward Implications

- 10.1 There are no ward implications arising from this report.

11.0 Health, Social and Economic Implications

11.1 There are no health, social and economic implications arising from this report.

12.0 Equality and Diversity Implications

12.1 There are no equality and diversity implications arising from this report.

13.0 Climate Change, Biodiversity and Environmental Implications

13.1 There are no climate change, biodiversity and environmental implications arising from this report.

14.0 Background Papers

1 Council Constitution

15.0 Appendices

A Communities Scrutiny Committee Work Programme 2026/27

16.0 Report Sign Off

Signed off by	Date sent	Date signed off	Initials
Legal Services	27/05/2026	11/06/2026	ON
Finance	27/05/2026	03/06/2026	ER

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Communities Scrutiny Work Programme 2026/27

Issue / Topic	Brief Description	Directorate	Council Values/Priorities	Format	Meeting Comments
14 July 2026 – Committee Meeting					
Terms of Reference	For the Committee to agree the Terms of Reference for 2026/27.	Policy & Governance	A community-focussed, innovative council providing efficient, effective and quality services.	Committee Agenda Item	Constitutional Function.
	Outcomes:				
Work Programme	For the Committee to agree the proposed work programme for 2026/27.	Policy & Governance	A community-focussed, innovative council providing efficient, effective and quality services.	Committee Agenda Item	Draft work programme delegated to each scrutiny committee by SMB on 3 June 2026.
	Outcomes:				
Road Maintenance	For the Committee to receive an update on the Council's approach to road maintenance including the processes for identifying, prioritising and repairing defects such as potholes, the quality and durability of repair methods used, and the effectiveness of communication and reporting systems.	Neighbourhood & Enforcement Services	A community-focussed, innovative council providing efficient, effective and quality services	Committee Agenda Item	New suggestion received for the work programme.
	Outcomes:				

Issue / Topic	Brief Description	Directorate	Council Values/Priorities	Format	Meeting Comments
1 October 2026 – Committee Meeting					
Councillors' Pride Fund	For the Committee to review how the Councillors' Pride Fund is allocated across wards, how impact and outcomes are measured, and whether the scheme provides value for money for residents in Telford and Wrekin.	Housing, Commercial & Customer Services	A community-focussed, innovative council providing efficient, effective and quality services All neighbourhoods are a great place to live.	Committee Agenda Item	New suggestion received for the work programme.
	Outcomes:				
Night-Time Economy	For the Committee to receive an update on night-time economy within the Borough including safe travel, the impact of reduced Community Support Officer presence, and the range of measures the Council and its partners deliver to support safer neighbourhoods.	Policy & Governance Neighbourhood & Enforcement Services	A community-focussed, innovative council providing efficient, effective and quality services All neighbourhoods are a great place to live.	Committee Agenda Item	New suggestion received for the work programme.
	Outcomes:				

Issue / Topic	Brief Description	Directorate	Council Values/Priorities	Format	Meeting Comments
11 February 2027 – Committee Meeting					
Tobacco & Vape Enforcement	For the Committee to review the Council's current approach to tobacco and vape enforcement, including existing activity, enforcement outcomes and the introduction of licensing requirements, in order to understand current effectiveness and assess how the Council's enforcement model may need to adapt to respond to evolving public health priorities.	Policy & Governance Public Health	A community-focussed, innovative council providing efficient, effective and quality services All neighbourhoods are a great place to live.	Committee Agenda Item	New suggestion received for the work programme.
	Outcomes:				

Issue / Topic	Brief Description	Directorate	Council Values/Priorities	Format	Meeting Comments
To be scheduled					
Crisis Resilience Fund / Cost of Living Support	For the Committee to examine how the new Crisis and Resilience Fund is targeted and delivered, how need is assessed and how the Council monitors outcomes for residents facing financial hardship, wider cost-of-living support and prevention work.	Housing, Commercial & Customer Services	A community-focussed, innovative council providing efficient, effective and quality services. All neighbourhoods are a great place to live.	Committee Agenda Item / Workshop	New suggestion received for the work programme.
	Outcomes:				
Social Value in Contracts	For the Committee to review the Social Value in Contracts scheme, with a focus on corporate social responsibility, and consideration of the development of a social value impact fund and if this would be beneficial for the community.	Policy & Governance	Everyone benefits from a thriving economy. A community-focussed, innovative council providing efficient, effective and quality services.	Workshop	Carried forward from 2025/26.
	Outcomes:				

Issue / Topic	Brief Description	Directorate	Council Values/Priorities	Format	Meeting Comments
To be scheduled					
Digitisation of Registration Services	For the Committee to review the current operation of the Council's Registration Service and the upcoming national digitisation reforms, assessing how proposed changes will impact service delivery, customer experience and office processes, providing Members with the opportunity to help shape the design of the future customer journey to ensure accessibility, efficiency and high-quality service outcomes.	Policy & Governance	A community-focussed, innovative council providing efficient, effective and quality services. All neighbourhoods are a great place to live.	Task and Finish Group	New suggestion received for the work programme.
	Outcomes:				

Issue / Topic	Brief Description	Directorate	Council Values/Priorities	Format	Meeting Comments
To be scheduled					
VCSE Sector Support	For the Committee to review how the Council supports the Voluntary, Community and Social Enterprise (VCSE) sector, with a particular focus on its role in providing infrastructure support, the effectiveness of current support mechanisms, and how the Council's approach aligns with emerging best practice to enable VCSE organisations to deliver positive outcomes for local communities.	Housing, Commercial & Customer Services	A community-focussed, innovative council providing efficient, effective and quality services. All neighbourhoods are a great place to live.	Committee Agenda Item	New suggestion received for the work programme.
	Outcomes:				