

# Oldham Borough Council



**Council Meeting  
Wednesday 24 May 2023**



## OLDHAM BOROUGH COUNCIL

To: ALL MEMBERS OF OLDHAM BOROUGH COUNCIL,  
CIVIC CENTRE, OLDHAM

Tuesday, 16 May 2023

You are hereby summoned to attend a meeting of the Council which will be held on Wednesday 24 May 2023 at 12.00 pm in the Council Chamber, Civic Centre, for the following purposes:

- 9 Appointment of Leader of the Council (Pages 1 - 4)
- 10 Appointment of the Deputy Leader, Cabinet Members and Deputy Cabinet Members and allocation of portfolios and delegation of Executive functions (Pages 5 - 12)

To receive a report from the Leader of the Council on -

- (i) the number of councillors appointed to the Cabinet;
- (ii) appointments made to the Cabinet;
- (iii) the appointment of the Deputy Leader)
- (iv) the allocation of responsibilities (portfolios).
- (v) the appointment of Deputy Cabinet Members

- 11 Main Opposition Nominations to the Shadow Cabinet 2023/24 (Pages 13 - 16)
- 12 Appointment to Committees and Composition of Political Groups 2023/24 (Pages 17 - 32)

To appoint to committees of the Council in accordance with the Local Government and Housing Act 1989 and give consideration to some committees not allocated strictly in accordance with proportionality under the Act

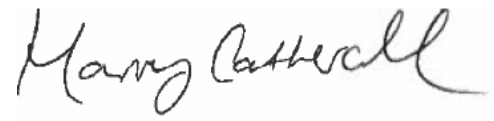
- 13 Appointment to Outside Bodies 2023/24 (Pages 33 - 82)

To appoint Councillors to serve on Outside Bodies:

- 15 Council Constitution (Pages 83 - 122)

To approve the Constitution and Scheme of Delegation.

**NOTE: The meeting of the Council will conclude 3 hours and 30 minutes after the commencement of the meeting.**

A handwritten signature in black ink that reads "Harry Catherall". The signature is written in a cursive style with a long, sweeping tail on the final letter.

**Harry Catherall**  
**Chief Executive**

**PROCEDURE FOR NOTICE OF MOTIONS**  
**NO AMENDMENT**

MOTION – Mover of the Motion to MOVE



MOTION – Secunder of the Motion to SECOND – May reserve right to speak



DEBATE ON THE MOTION: Include Timings



MOVER of Motion – Right of Reply



VOTE – For/Against/Abstain



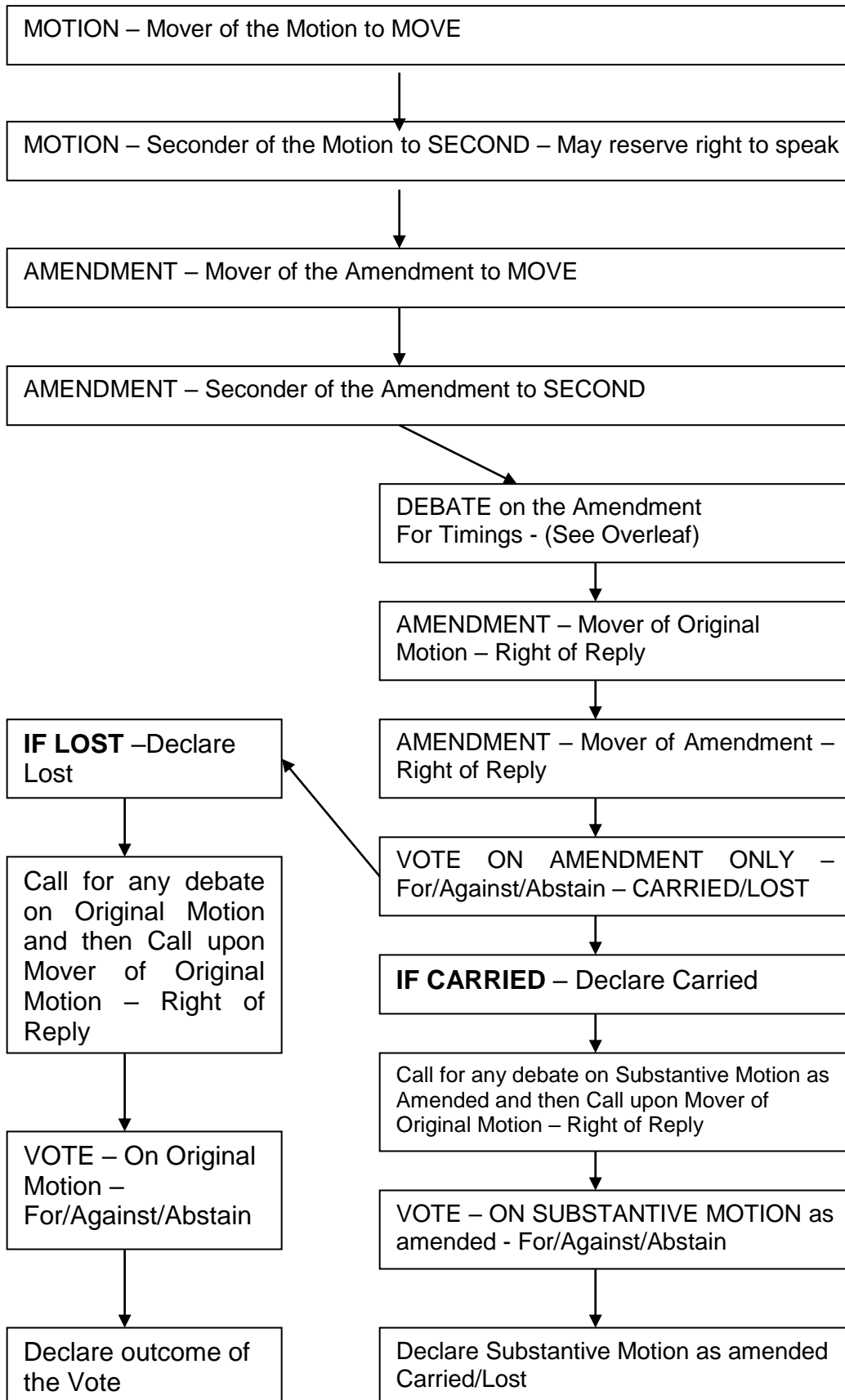
Declare outcome of the VOTE

**RULE ON TIMINGS**

(a) No Member shall speak longer than four minutes on any **Motion or Amendment**, or by way of question, observation or reply, unless by consent of the Members of the Council present, he/she is allowed an extension, in which case only one extension of 30 seconds shall be allowed.

(b) A Member replying to more than one question will have up to six minutes to reply to each question with an extension of 30 seconds

## WITH AMENDMENT



## ANNUAL COUNCIL

# Appointment of the Leader of the Council

Officer Contact: Paul Entwistle, Borough Solicitor  
Ext. 4822

Report Author: Liz Drogan, Head of Democratic Services

**24<sup>th</sup> May 2023**

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### Reason for Decision

The appointment of the Leader of the Council is a Council function in accordance with provisions of the Local Government Act 2000 as amended.

### Recommendations

1. The Council receive nomination(s) for the office of the Leader of the Council.
2. The Council elect the Leader of the Council for a term of office starting on the 24<sup>th</sup> May 2023 and ending on the day when the Council holds its first annual meeting after the Leader's normal day of retirement as Councillor subject to the provisions as outlined in 2.1 of the report.

## **Appointment of the Leader of the Council**

### **1 Purpose of the Report**

- 1.1 The appointment of the Leader of the Council is a Council function in accordance with the provisions of the Local Government Act 2000 as amended.

### **2 Background**

- 2.1 The Leader of the Council (the “Leader”) will be a Councillor elected to the position of Leader by the Council. The Council will decide on the term of office of the Leader which must expire no later than the day of which the Council holds its first Annual meeting after the Leader’s normal day of retirement as a Councillor unless

- a. He or she resigns from the office or
- b. He or she is no longer a Councillor or
- c. He or she is removed from office by the resolution of the Council when a successor will be appointed.

- 2.2 It is the responsibility of the Leader to determine the size and membership of the Cabinet (providing the membership comprises between two and nine members, not including the Leader). The Leader shall also determine the remit of each portfolio. The Council does not have any decision-making role in this regard.

- 2.3 All executive functions are vested in the Leader and it is the Leader’s responsibility to determine how such functions shall be delegated. This responsibility can be a simple re-affirmation of the existing delegation of executive functions to the Cabinet, and Officers. The Council does not have any decision making role in this regard.

### **3 Recommendations**

- 3.1 The Council receive nomination(s) for the office of the Leader of the Council.

The Council elect the Leader of the Council from the 24<sup>th</sup> May 2023 and ending on the day when the Council holds its first annual meeting after the Leader’s normal day of retirement as a Councillor subject to the provisions as outlined in 2.1 of the report.

### **4 Consultation**

- 4.1 Consultation has taken place with relevant officers and Councillors.

### **5 Financial Implications**

- 5.1 n/a

### **6 Legal Services Comments**

- 6.1 There are no legal comments (Paul Entwistle).

### **7 Human Resources Comments**



7.1 There are no human resources issues.

**8 Risk Assessments**

8.1 A risk assessment is not required.

**9 IT Implications**

9.1 There are no IT implications.

**10 Property Implications**

10.1 There are no property implications.

**11 Procurement Implications**

11.1 There are no procurement implications.

**12 Environmental and Health & Safety Implications**

12.1 There are no environmental or health and safety implications.

**13 Equality, community cohesion and crime implications**

13.1 There are no community cohesion implications.

**14 Equality Impact Assessment Completed?**

14.1 No

**17 Key Decision**

17.1 No

**18 Key Decision Reference**

18.1 n/a

**19 Background Papers**

File – Leader Appointments

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**Report to ANNUAL COUNCIL**

## **Appointment of Deputy Leader, Cabinet Members, Deputy Cabinet Members, Allocation of Portfolios to Cabinet Members and Determination of the Delegation of Executive Functions**

**Portfolio Holder:** Leader of the Council

**Report Author:** Liz Drogan, Head of Democratic Services  
**Ext.** 4705

**24<sup>th</sup> May 2023**

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### **Reason for Decision**

For the Leader to appoint the Deputy Leader, Cabinet Members, Deputy Cabinet Members, Assistant Cabinet Members, allocate portfolios to Cabinet Members and determine the executive functions for 2023/24.

### **Recommendations**

For Council to note the appointment by the Leader of the Deputy Leader, Cabinet Members, Deputy Cabinet Members, allocation of portfolios to Cabinet Members and delegation of the executive functions for 2023/24.

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**Appointment of Deputy Leader, Cabinet Members, Deputy Cabinet Members, Allocation of Portfolios to Cabinet Members and Determination of the Delegation of Executive Functions****1 Background**

The Leader of the Council has responsibility for the appointment of members to the Cabinet, the allocation of portfolios and the delegation of executive functions. The scheme of delegation is made pursuant to the Local Government Act 2000 as amended by the Localism Act 2011. The Leader may in respect of those functions not specially allocated under the scheme of delegation discharge any of those functions himself/herself or arrange for the discharge of those functions:

- a) by the Executive;
- b) by another Member of the Executive;
- c) by a Committee of the Executive;
- d) by an Area Committee
- e) by an officer of the Council.
- f) by a Joint Committee

In accordance with the Local Government Act 2000, the Cabinet is not required to be politically balanced.

The executive portfolios are detailed as attached at Appendix 1 to the report. The delegation of executive functions are confirmed to be:

- those described in the relevant sections of Part 3 of the Constitution (“Responsibility for Functions”) as amended
- those amendments to the scheme of delegation as detailed in the report at Item 15 of the agenda – Review of the Constitution.
- To permit Executive Members to make key decisions individually in accordance with their portfolios areas in consultation with the relevant Chief Officer and make decision in relation to contracts which have a value of £100k-£400k in consultation with the relevant Chief Officer.

**2 Options/Alternatives**

2.1 Council to note the information.

**3 Preferred Option**

3.1 n/a

**4 Consultation**

4.1 Consultation has taken place with relevant officers and councillors.

**5 Financial Implications**

5.1 n/a

**6 Legal Services Comments**

6.1 There are no legal comments (Paul Entwistle).

**7 Human Resources Comments**

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7.1 There are no human resources issues.

8 **Risk Assessments**

8.1 A risk assessment is not required.

9 **IT Implications**

9.1 There are no IT implications.

10 **Property Implications**

10.1 There are no property implications.

11 **Procurement Implications**

11.1 There are no procurement implications.

12 **Environmental and Health & Safety Implications**

12.1 There are no environmental or health and safety implications.

13 **Equality, community cohesion and crime implications**

13.1 There are no community cohesion implications.

14 **Equality Impact Assessment Completed?**

14.1 No

17 **Key Decision**

17.1 No

18 **Key Decision Reference**

18.1 n/a

19 **Background Papers**

19.1 There are no background papers to this report on which this report is based in accordance with the requirements of Section 100(1) of the Local Government Act 1972.

20 **Appendices**

Cabinet Portfolios 2023/24

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<b>Reform &amp; Regeneration</b> Cabinet Member: <b>Arooj Shah</b>	City Region
	Economic Growth
	External Relationships & Partnerships
	Capital projects & investment
	Corporate Property & Assets
	Borough Strategy
	Communications
	Cost-of-Living response
	Transport

<b>Finance &amp; Corporate Resources</b> Cabinet Member: <b>Abdul Jabbar</b>	Finance
	Revenues and Benefits
	HR and OD
	Legal Services
	Performance
	Customer
	IT and Digital and Transformation
	Green New Deal
	Energy

<b>Children and Young People</b> Cabinet Member and Deputy Leader: <b>Shaid Mushtaq</b> Deputy: <b>Josh Charters</b>	Child safeguarding
	Children's Partnership
	Children Looked After
	Adoption and fostering
	Early Years
	Early Help
	Children's health & wellbeing
	Youth Service

<b>Health and Social Care</b> Cabinet Member: <b>Barbara Brownridge</b> Deputy: <b>Marie Bashforth</b>	Adult Social Services
	Adult safeguarding
	Provider services
	Disability services & adaptations
	Mental Health & wellbeing
	Isolation
	Integrated Care System development
	Health Improvement

<b>Education and Skills</b> Cabinet Member: <b>Mohon Ali</b> Deputy: <b>Umar Nasheen</b>	Education and Skills
	School Place Planning
	Looked After Children - educational performance
	Work and Skills Strategy
	Lifelong Learning
	Apprenticeships

<b>Neighbourhoods</b> Cabinet Member: <b>Chris Goodwin</b>	Environmental Services
	Environmental Health
	Waste and recycling
	Parks and Countryside
	Registrars & Cemeteries
	Emergency Planning
	Highways
	First Response
	Justice & Community Safety
	Community Cohesion

<b>Housing &amp; Licensing</b> Cabinet Member and Statutory Deputy Leader: <b>Elaine Taylor</b>	Strategic Housing
	Housing quality & enforcement
	Planning
	Homelessness
	Trading Standards & Licensing
	Building Control
	Landlord Licensing

<b>Communities &amp; Culture</b> Cabinet Member: <b>Peter Dean</b> Deputy: <b>Ros Birch</b>	PBI & Districts
	VCSFE Sector
	Social Infrastructure
	Culture
	Leisure
	Libraries, Heritage & Arts
	Sports & Sport Development Events

<b>Business, Employment &amp; Enterprise</b> Cabinet Member: <b>Fida Hussain</b> Deputy: <b>Nazrul Islam</b>	Employment & Employability
	Get Oldham Working
	Business Support
	Business Networking



	Markets
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<b>Reform &amp; Regeneration</b> Shadow Cabinet Member: <b>Graham Sheldon</b>	City Region
	Economic Growth
	External Relationships & Partnerships
	Capital projects & investment
	Corporate Property & Assets
	Borough Strategy
	Communications
	Cost-of-Living response
	Transport

<b>Finance &amp; Corporate Resources</b> Shadow Cabinet Member: <b>Max Woodvine</b>	Finance
	Revenues and Benefits
	HR and OD
	Legal Services
	Performance
	Customer
	IT and Digital and Transformation
	Green New Deal
	Energy

<b>Children and Young People</b> Shadow Cabinet Member: <b>Abdul Wahid</b>	Child safeguarding
	Children's Partnership
	Children Looked After
	Adoption and fostering
	Early Years
	Early Help
	Children's health & wellbeing
	Youth Service

<b>Health and Social Care</b> Shadow Cabinet Member: <b>Christine Adams</b>	Adult Social Services
	Adult safeguarding
	Provider services
	Disability services & adaptations
	Mental Health & wellbeing
	Isolation
	Integrated Care System development
	Health Improvement

<b>Education and Skills</b> Shadow Cabinet Member: <b>Pam Byrne</b>	Education and Skills
	School Place Planning
	Looked After Children - educational performance
	Work and Skills Strategy
	Lifelong Learning
	Apprenticeships

<b>Neighbourhoods</b> Shadow Cabinet Member: <b>Luke Lancaster</b>	Environmental Services
	Environmental Health
	Waste and recycling
	Parks and Countryside
	Registrars & Cemeteries
	Emergency Planning
	Highways
	First Response
	Justice & Community Safety
	Community Cohesion

<b>Housing &amp; Licensing</b> Shadow Cabinet Member: <b>Abdul Wahid</b>	Strategic Housing
	Housing quality & enforcement
	Planning
	Homelessness
	Trading Standards & Licensing
	Building Control
Landlord Licensing	

<b>Communities &amp; Culture</b> Shadow Cabinet Member: <b>Beth Sharp</b>	PBI & Districts
	VCSFE Sector
	Social Infrastructure
	Culture
	Leisure
	Libraries, Heritage & Arts
Sports & Sport Development Events	

<b>Business, Employment &amp; Enterprise</b> Shadow Cabinet Member: <b>Kamran Ghafoor</b>	Employment & Employability
	Get Oldham Working
	Business Support
	Business Networking

	Markets
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## Report to COUNCIL

# Appointment of Committees and Composition of Political Groups

**Officer Contact:** Paul Entwistle, Director of Legal Services

**Report Author:** Liz Drogan, Head of Democratic Services  
**Ext. 4705**

**24th May 2023**

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### Reason for Decision

The Council is asked to review the political composition of committees and to note the composition of the political groups as previously notified under Regulation 8 (1) of the Local Government (Committees and Political Groups) Regulations 1990 and under Section 15 and 16 of the Local Government and Housing Act 1989. The Council is asked to constitute and appoint members to serve on the several Committees detailed in the constitution and listed in Appendix 1 to this report.

### Recommendations

- (a) The composition of the political groups as shown in paragraph 1.1 be noted;
- (b) The several Committees detailed at paragraph 1.5 be constituted with the Terms of Reference and delegated powers as detailed in the Constitution.
- (c) The number of seats on the various Committees for the 2023/24 Municipal Year be as detailed in paragraph 1.6 be approved and the terms of office referred to therein;
- (d) Council confirms the allocation of seats to the political groups and makes appointments to fill the seats in accordance with Sections 15 and 16 of the Local Government and Housing Act 1989, as detailed in Appendix 1 as far as is practicable, including those Committees that are not strictly politically balanced; Scrutiny Boards, Appeals Committee and Standards Sub-Committee.

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- (e) Council appoints a Chair and Vice-Chair of each of the various Committees for the 2023/24 Municipal Year, as detailed in Appendix 1, with the exception of the Selection and Appeals Committees and appoints a District Lead and a Deputy District Lead for each of the District Areas.
  - (f) The Co-opted Members detailed at paragraph 1.9 of the report be appointed to the Overview and Scrutiny Board and the Statutory Co-optees be given full voting rights in respect of education matters only;
  - (g) Any outstanding appointments to be delegated to the Chief Executive in consultation with the Leader of the Council and Leader of the main opposition group;



## Appointment of Committees and Composition of Political Groups

### 1 Background

The Council is asked to review the political composition of committees and to note the composition of the political groups as previously notified under Regulation 8 (1) of the Local Government (Committees and Political Groups) Regulations 1990.

#### 1.1 Political Groups

Council is asked to note that the composition of the political groups, as previously notified under Regulation 8 (1) of the Local Government (Committees and Political Groups) Regulations 1990, is:-

(i)	The Labour Group	32	Members
(ii)	The Conservative Group	11	Members
(iii)	The Liberal Democrat Group	10	Members
(iv)	Failsworth Independent Party	3	Members

There are 4 Independent Members

#### 1.2 Terms of Reference and Delegated Powers

Council is asked to constitute and appoint members to serve on the several Committees detailed in the Constitution and listed in Appendix 1 to this report, namely:-

- (i) The Regulatory Committees:-  
Licensing  
Planning  
Appeals  
Commons Registration  
Traffic Regulation Order/Petitioners Committee.  
Charitable Trust Committee
- (ii) The Overview and Scrutiny Boards:-
- (iii) The Audit Committee
- (iv) The Standards Committee
- (v) The Employment Committee

The terms of reference, and delegated powers where applicable, be as detailed in the Council's Constitution.

Council is also asked to ratify the Leader's nominations to the Health and Well-being Board. The Board is not a politically balanced Committee of the Council and is listed in Appendix 1 to this report.

#### 1.3 Political Balance

There are four statutory principles of political balance which have to be applied in filling appointments to Committees. These are contained in S15(5) of the Local Government and Housing Act 1989.

The principles have to be applied in priority order as follows:-

- (a) that not all seats on the body are allocated to the same political group;
- (b) that the majority of the seats on the body are allocated to a particular political group if the number of persons belonging to that group are a majority of the Authority's membership;
- (c) subject to paragraphs (a) and (b) above, that the number of seats on the ordinary committees of a relevant Authority which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of that Authority as is borne by the number of members of that group to the membership of the Authority; and
- (d) subject to paragraphs (a) to (c) above, that the number of seats on the body which are allocated to each political group bears the same proportion to the same number of all seats on that body as is borne by the number of members of that group to the membership of the Authority.

The political group sizes as a percentage of the total membership of the Council are:-

Labour Group	$32/60 \times 100 = 53.33\%$	105 seats x 53.33%=56	<b>56 seats</b>
Conservative Group	$11/60 \times 100 = 18.33\%$	105 seats x 18.33%=19.25	<b>19 seats</b>
Liberal Democrat Group	$10/60 \times 100 = 16.66\%$	105 seats x 16.66%= 17.49	<b>17 seats</b>
Failsworth Independent Party	$3/60 \times 100 = 5\%$	105 seats x 5% = 5.25	<b>5 Seats</b>

There are 4 Individual Independent Members that are not a group.

1.4 The application of these percentages to the number of seats on individual Committees gives the following allocation of seats:-

COMMITTEE SIZE	Labour (L)	Conservative (LD)	Liberal Democrat (C)	FIP	IND	IND	IND	IND
15	8.00	2.75	2.50	0.75	0.25	0.25	0.25	0.25
14	7.47	2.57	2.33	0.70	0.23333	0.23333	0.23333	0.23333
13	6.93	2.38	2.17	0.65	0.21666	0.21666	0.21666	0.21666
12	6.40	2.20	2.00	0.60	0.2	0.2	0.2	0.2
11	5.87	2.02	1.83	0.55	0.18333	0.18333	0.18333	0.18333
10	5.33	1.83	1.67	0.50	0.16667	0.16667	0.16667	0.16667
9	4.80	1.65	1.50	0.45	0.15	0.15	0.15	0.15
8	4.27	1.47	1.33	0.40	0.13333	0.13333	0.13333	0.13333
7	3.73	1.28	1.17	0.35	0.11667	0.11667	0.11667	0.11667
6	3.20	1.10	1.00	0.30	0.1	0.1	0.1	0.1
5	2.67	0.92	0.83	0.25	0.08333	0.08333	0.08333	0.08333
4	2.13	0.73	0.67	0.20	0.06667	0.06667	0.06667	0.06667
3	1.60	0.55	0.50	0.15	0.05	0.05	0.05	0.05

1. Under the political balance rules after these percentages have been applied to the total number of seats on Committees of the Council any remaining seats must be allocated to members who are not Members of any political group.

Applying political balance as detailed above, the allocation of seats, to the current committee structure, would be as follows:-

<b>Committee</b>	<b>Seats</b>	<b>L</b>	<b>C</b>	<b>LD</b>	<b>FIP</b>	<b>I</b>	<b>I</b>	<b>I</b>	<b>I</b>
Licensing	15	8	3	3	1	0	0	0	0
Planning	14	8	3	2	1	0	0	0	0
Audit Committee	9	5	2	1	0	0	0	0	0
Scrutiny Board *	8	4	1	1	0	0	0	0	0
Scrutiny Board *	8	4	1	1	0	0	0	0	0
Scrutiny Board *	8	4	1	1	0	0	0	0	0
Scrutiny Board*	8	4	1	1	0	0	0	0	0
Employment Committee/Local NJC	7	4	1	1	0	0	0	0	0
Appointments Committee	5	3	1	1	0	0	0	0	0
Commons Registration	5	3	1	1	0	0	0	0	0
Charitable Trust Committee	5	3	1	1	0	0	0	0	0
Standards Committee	5	3	1	1	0	0	0	0	0
Traffic Regulation Order Panel	5	3	1	1	0	0	0	0	0
Appeals Committee	3*	2	1	0	0	0	0	0	0
<b>Total</b>	<b>105</b>	<b>58</b>	<b>19</b>	<b>16</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	

The above calculation leaves 10 committee places to be allocated

\*In accordance with Political Balance rules Labour should have a majority of seats but this is proposed to be waived.

#### 1.6 Adjustment of Seats

In accordance with the rules of political balance the number of seats must be allocated to accord with the rules above. It is therefore proposed that the number of seats on the various Committees for the 2023/24 Municipal Year be fixed as follows:-

<b>Committee</b>	<b>Seats</b>	<b>L</b>	<b>C</b>	<b>LD</b>	<b>FIP</b>	<b>I</b>	<b>I</b>	<b>I</b>	<b>I</b>
Licensing	15	8	3	3	1	0	0	0	0
Planning	14	8	3	2	1	0	0	0	0
Audit Committee	9	5	2	2	0	0	0	0	0
Scrutiny Board	8	4	1	1	1	1	0	0	0
Scrutiny Board	8	4	1	1	1	0	1	0	0
Scrutiny Board	8	4	1	1	1	0	0	1	0
Scrutiny Board	8	4	1	1	1	0	0	0	1
Employment Committee/Local NJC	7	4	2	1	0	0	0	0	0
Commons Registration	5	3	1	1	0	0	0	0	0
Appointments Committee	5	3	1	1	0	0	0	0	0

Charitable Trustee Committee	5	3	1	1	0	0	0	0	0
Standards Committee	5	3	1	1	0	0	0	0	0
Traffic Regulation Order Panel	5	3	1	1	0	0	0	0	0
Appeals Committee	3	1	1	1	0	0	0	0	0
<b>Total</b>	<b>105</b>	<b>57</b>	<b>20</b>	<b>18</b>	<b>6</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

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The above Calculation ensures equality of seats for Independent Members and increases slightly the seats to political groups

The Health and Well Being Board is not included in the calculation above. Although the Committee is appointed by Council, the Local Authority (Public Health and Well Being Boards and Health Scrutiny) Regulations 2013 provide for the disapplication of Section 15 and 16 of the Local Government and Housing Act 1989

Council are also asked to appoint a District Lead and for each District Area and 2 Deputy District Leads for North and East District.

It is recommended that the standards sub-committee dealing with assessments or hearings consist of 3 members and be non politically balanced with 1 Member from each Group represented on the Standards Committee on the Standards Sub- Committee.

- 1.7 Substitutes are to be appointed by the political groups in accordance with the Substitute Scheme contained in the Constitution. Substitutes for Overview and Scrutiny Boards may be nominated up to a maximum of the number of Members of that Group serving on the Board. Substitutes are not permitted for Licensing. For the Planning Committee, up to 14 substitutes are to be nominated in accordance with the political balance of each Committee.

Council is also asked to appoint substitutes to the Traffic Regulation Order Panel.

- 1.8 Council is asked to review the political composition of the Committees; to determine the allocation of seats to political groups; and to make the appointments to fill the seats in accordance with Sections 15 and 16 of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations. Adoption of the proposals requires Council approval with no Member voting against.

- 1.9 The Overview and Scrutiny Board has Co-opted Members serving as follows:

**Statutory Co-opted Members (with voting rights)**

Cannon Jean Hurlston	Manchester Church of England Diocese
Vacant	Salford Roman Catholic Diocese
Mr C Maude	Parent/Governor Primary School
Vacant	Parent/Governor Secondary Schools

Council is asked to approve that the Co-opted Members listed above be re-appointed. Statutory Co-opted members may attend for the whole of the meeting and may speak on all matters if they so wish.

**2 Options/Alternatives**

- 2.1 To approve the report.

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Not to approve the report

3 **Preferred Option**

3.1 To approve the report and the committees make up and membership at Appendix 1.

4 **Consultation**

4.1 Consultation has taken place with relevant officers and councillors.

5 **Financial Implications**

5.1 n/a

6 **Legal Services Comments**

6.1 There are no legal comments (Paul Entwistle).

7 **Human Resources Comments**

7.1 There are no human resources issues.

8 **Risk Assessments**

8.1 A risk assessment is not required.

9 **IT Implications**

9.1 There are no IT implications.

10 **Property Implications**

10.1 There are no property implications.

11 **Procurement Implications**

11.1 There are no procurement implications.

12 **Environmental and Health & Safety Implications**

12.1 There are no environmental or health and safety implications.

13 **Equality, community cohesion and crime implications**

13.1 There are no community cohesion implications.

14 **Equality Impact Assessment Completed?**

14.1 No

17 **Key Decision**

17.1 No

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18 **Key Decision Reference**

18.1 n/a

19 **Background Papers**

The following is a list of background papers on which this report is based in accordance with the requirements of Section 100(1) of the Local Government Act 1972. It does include documents which would disclose exempt or confidential information as defined by the Act:

Local Government (Committees and Political Groups) Regulations 1990.

Local Government and Housing Act 1989.

Contact Liz Drohan tel:0161 770 4705, Level 4 Civic Centre

Oldham

OL1 1 IL

20. **Appendices**

Appendix 1 – Membership of Committees.

**APPOINTMENT OF COMMITTEES – 2023/24**

<b>LICENSING COMMITTEE*</b>						
Council Members 15	Lab 8	Cons 3	Lib Dem 3	FIP 1		Quorum 4
Chair: S. Hussain			Vice Chair:			
Lab		Con	Lib Dem	FIP		
Cosgrove	Islam	Byrne	Bishop	Hindle		
Fryer	Nasheen	Sheldon	Hamblett			
H Harrison		Wahid	Kenyon			
J Hussain						
Ibrahim						
<b>* (NO SUBSTITUTES)</b>						

<b>PLANNING COMMITTEE</b>						
Council Members 14	Lab 8	Con 3	Lib Dem 2	FIP 1		Quorum 4
Chair: Surjan			Vice Chair:			
Lab		Con	Lib Dem	FIP		
Akhtar	Iqbal	Lancaster	Gloster	Hobin		
Cosgrove	Shuttleworth	Wahid	Harkness			
Davis		Woodvine				
Fryer						
Ibrahim						

<b>Substitutes (ordered)</b>	Lab	Con	Lib Dem
	H. Harrison		Bishop
	S. Bashforth		Williamson
	Moores		
	McLaren		
	Charters		

<b>CHILDREN YOUNG PEOPLE SCRUTINY BOARD</b>						
Council Members 8	Lab 4	Con 1	Lib Dem 1	FIP 1	IND 1	Quorum 3
Chair: Moores			Vice Chair:			
Lab	Con	Lib Dem	FIP	IND		
H. Harrison	Wahid	Bishop	Rea	Hurley		
McLaren						
Shuttleworth						

<b>Substitutes (ordered)</b>	Lab	Con	Lib Dem	FIP
	Cosgrove		Gloster	
	J. Harrison			

<b>ADULT SOCIAL CARE AND HEALTH SCRUTINY BOARD</b>						
Council Members 8	Lab 4	Con 1	Lib Dem 1	FIP 1	IND 1	Quorum 3
Chair: Moores			Vice Chair:			
Lab	Con	Lib Dem	FIP	IND		
S. Hussain	Adams	Hamblett	Hobin	Ball		
J. Harrison						
McLaren						

<b>Substitutes (ordered)</b>	Lab	Con	Lib Dem	FIP
	H. Harrison		Marland	
	Shuttleworth			

<b>PLACE, ECONOMIC GROWTH AND ENVIRONMENT SCRUTINY BOARD</b>						
Council Members 8	Lab 4	Con 1	Lib Dem1	FIP 1	Ind 1	Quorum 3
Chair: McLaren			Vice Chair:			
Lab	Con	Lib Dem	FIP	IND		
Ibrahim	Ghafoor	Williamson	Hindle	Hince		
Iqbal						
Moores						

<b>Substitutes (ordered)</b>	Lab	Con	Lib Dem
	Surjan		Kenyon
	J. Hussain		



<b>GOVERNANCE, STRATEGY AND RESOURCES SCRUTINY BOARD</b>						
Council Members 8	Lab 4	Con 1	Lib Dem 1	FIP 1	IND 1	Quorum 3
Chair: McLaren					Vice Chair:	
Lab	Con	Lib Dem	FIP	IND		
J. Hussain	Woodvine	Al-Hamdani	Hobin	Hussain A		
Moores						
Surjan						

<b>Substitutes (ordered)</b>	Lab	Con	Lib Dem
	Ibrahim		Sykes
	Iqbal		

**Co-opted Members (With voting rights on Education matters only): -**

- \* Canon Jean Hurlston – Manchester Church of England Diocese
- Vacant – Salford Roman Catholic Diocese
- \* Mr C Maude – Parent/Governor representative Primary Schools
- \* Vacant – Parent/Governor representative Secondary Schools

<b>AUDIT COMMITTEE</b>				
Council Members 9	Lab 5	Con 2	Lib Dem2	Quorum 3
Chair (Independent Member):				
Lab	Con	Lib Dem		
Akhtar	Ghafoor	Al-Hamdani		
S. Bashforth	Woodvine	Sykes		
Birch				
Davis				
Salamat				
<b>Substitutes (ordered)</b>	Lab	Con	Lib Dem	
	J. Harrison		Murphy	
	Islam		Harkness	
	Malik			
	Fryer			

<b>EMPLOYMENT COMMITTEE/LOCAL NEGOTIATING JOINT COMMITTEE</b>				
Council Members 7	Lab 4	Con 2	Lib Dem 1	Quorum 3
Chair: Taylor Employer's Side Vice Chair: Employees' Side			Note: Chair / Vice Chair's positions to alternate between Employers Side and Employee's Side annually.	
Lab		Con		Lib Dem
Davis		Ghafoor		Al-Hamdani
Jabbar		Sharp		
Shuttleworth				

<b>COMMONS REGISTRATION COMMITTEE</b>				
Council Members 5	Lab 3	Con 1	Lib Dem 1	Quorum 3
	Chair:			
Lab		Con		Lib Dem
M. Bashforth		Lancaster		Bishop
Charters				
Malik				

<b>CHARITABLE TRUST COMMITTEE</b>				
Council Members 5	Lab 3	Con 1	Lib Dem 1	Quorum 3
Chair:			Vice Chair:	
Lab		Con		Lib Dem
Birch		Byrne		Marland
J. Harrison				
Malik				

<b>Substitutes (ordered)</b>	Lab	Con	Lib Dem
			Bishop

<b>STANDARDS COMMITTEE</b>				
Council Members 5	Lab 3	Con 1	Lib Dem 1	Quorum 3 (one of whom must be an Independent Person)
Chair: H. Harrison		Vice Chair:		
Lab		Con	Lib Dem	
S. Bashforth		Byrne	Williamson	
J. Hussain				

Independent Persons	Parish Councillors
Karen Williams	TBA
Bushra Tabassum	
Vacant	
Vacant	

**\* NO SUBSTITUTES**

<b>PETITIONER/TRO PANEL</b>				
Council Members 5	Lab 3	Con 1	Lib Dem 1	Quorum 3
Chair: Shuttleworth		Vice Chair:		
Lab		Con	Lib Dem	
Fryer		Woodvine	Murphy	
Salamat				
Plus relevant Cabinet Member for Petitioners Meetings				

<b>Substitutes (ordered)</b>	Lab	Con	Lib Dem
	S. Bashforth		Kenyon
	Davis		

<b>APPEALS COMMITTEE (To include Equipment and Adaptations, Employment and Transport Appeals)</b>				
Council Members 3	Lab 1	Con 1	Lib Dem 1	Quorum 3
To be appointed as required				

<b>APPOINTMENTS COMMITTEE</b>				
Council Members 5	Lab 3	Con 1	Lib Dem 1	Quorum 3
To be appointed as required				

**The Leader nominates Council representation to the following:**

<b>HEALTH AND WELLBEING BOARD (Outside Political Balance)</b>			
Council Members 6	Lab 5	Opp 1	Quorum 3
Chair: J. Harrison		Vice Chair:	
Lab		Lib Dem	
Brownridge		Sykes	
Mushtaq			
Nasheen			
Shuttleworth			
Clinical Commissioning Group			
Director of Adult Social Care			
Director of Children's Services			
Director of Public Health			
Healthwatch			
NHS Commissioning Board			

Cabinet Members should not be part of the above scrutiny committees  
 OSP = Opposition Spokesperson

**District Leads (Outside Political Balance)**

<b><u>CENTRAL DISTRICT LEAD</u></b>
Councillor Ali Aqeel Salamat

<b><u>NORTH DISTRICT LEAD</u></b>
Councillor Steven Bashforth
Deputy – Councillor

<b><u>EAST DISTRICT LEAD</u></b>
Councillor Angela Cosgrove
Deputy – Councillor

<b><u>SOUTH DISTRICT LEAD</u></b>
Councillor Peter Davis

<b><u>WEST DISTRICT LEAD</u></b>
Chair: Councillor Shuttleworth



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## Report to ANNUAL COUNCIL

# Appointments to Outside Bodies 2023/2024

**Officer Contact:** Director of Legal Services

**Report Author:** Liz Drogan, Head of Democratic Services

**24<sup>th</sup> May 2023**

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### Reason for Decision

To confirm various appointments as nominated by the Political Groups, represented on the Council, to be made to assorted Outside Bodies for the 2023/24 Municipal Year, as outlined in the appendices to this report.

### Recommendations

1. That appointments be made to the Outside Bodies listed in Appendices, for the 2023/24 Municipal Year, be agreed.
2. That any outstanding appointments be delegated to the Chief Executive in consultation with the Leader of the Council and the Leader of the main opposition Group.
3. That Council notes the changes to the Greater Manchester Transport Committee which are to be discussed at GMCA on the 26<sup>th</sup> May 2023 and the proposals and Terms of Reference attached at Appendix 7 to this report.

### 2 Options/Alternatives

- 3.1 To approve the Outside Bodies appointments
- 3.2 Not to approve the Outside Bodies appointments

### 3 Preferred Option

- 3.1 To approve the appointments as set out in Appendices

- 
- 4        **Consultation**
- 4.1      Consultation has taken place with relevant officers and councillors.
- 5        **Financial Implications**
- 5.1      n/a
- 6        **Legal Services Comments**
- 6.1      There are no legal comments (Paul Entwistle).
- 7        **Human Resources Comments**
- 7.1      There are no human resources issues.
- 8        **Risk Assessments**
- 8.1      A risk assessment is not required.
- 9        **IT Implications**
- 9.1      There are no IT implications.
- 10       **Property Implications**
- 10.1     There are no property implications.
- 11       **Procurement Implications**
- 11.1     There are no procurement implications.
- 12       **Environmental and Health & Safety Implications**
- 12.1     There are no environmental or health and safety implications.
- 13       **Equality, community cohesion and crime implications**
- 13.1     There are no community cohesion implications.
- 14       **Equality Impact Assessment Completed?**
- 14.1     No
- 17       **Key Decision**
- 17.1     No
- 18       **Key Decision Reference**
- 18.1     n/a
- 19       **Background Papers**
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19.1 The following is a list of the background papers on which this report is based in accordance with the requirements of Section 100 (1) of the Local Government Act 1972. It does not include documents which would disclose exempt or confidential information as defined by that Act.

Outside Bodies - 2023/24 File

Any person wishing to inspect copies of the above background papers should contact the Constitutional Services: [constitutional.services@oldham.gov.uk](mailto:constitutional.services@oldham.gov.uk) or telephone 0161 770 5151.

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**OLDHAM METROPOLITAN BOROUGH COUNCIL****APPOINTMENT TO OUTSIDE BODIES – 2023-24****EXTERNAL AND VOLUNTARY SECTOR****RA – Ruling Administration****OPP – Opposition**

<b>LGA General Assembly – 4 places 3 RA + 1 Opp</b>			
Contact: Fatima de Abreu OR Frances Marshall Tel: 0207 664 3136 Local Government House, Smith Square, London SW1P 3HZ <a href="mailto:fatima.deabreu@local.gov.uk">fatima.deabreu@local.gov.uk</a> See email for nomination form			
Lab 3	Opp 1		Notes
<b>Shah</b>	<b>Woodvine</b>		
<b>Taylor</b>			
<b>Mushtaq</b>			
<b>Purpose</b> The General Assembly acts as the 'parliament' of local government, with all authorities in LGA membership entitled to have a minimum of one representative.			
<b>Benefits to Council</b> Benefits include - on the election of LGA Chair, Vice-chairs and Deputy Chairs, and on questions of estimated expenditure and subscriptions under Article 6.2.1 of the Constitution, each corporate member is entitled to one vote. On issues of direct relevance to their statutory duties and responsibilities, Corporate authorities are entitled to votes on the basis of population bands.			
<b>Commitment</b> It meets each summer at the LGA's Annual Conference at various locations around the UK.			
<b>Attendance – Requirement</b>			

<b>LGA Executive – 1 place 1 RA</b>			
Contact: Paul Goodchild Tel: 0207 664 3005 Local Government House, Smith Square, London SW1P 3HZ <a href="mailto:paul.goodchild@local.gov.uk">paul.goodchild@local.gov.uk</a>			
Lab 1			Notes
<b>Shah</b>			Appointment made by the LGA Political Group Offices in summer. No need to make nomination at this time

<p><b>Purpose</b> The Local Government Association (LGA) Executive plays a coordinating role, providing strategic direction to the association's work through the business planning process. It is advised by the LGA Leadership Board and holds the Programme Boards to account.</p>
<p><b>Benefits to Council</b> The LGA Executive is made up of both voting and non-voting members, with the meeting being chaired by the LGA Chairman</p>
<p><b>Commitment</b> The Executive meets 7 times a year in London (usually at Local Government House).</p>
<p><b>Attendance – Requirement</b></p>

<p><b>MAHDLO – 1 place 1 RA</b> Contact: Lucy Lees, Tel: 0161 624 0111 Egerton Street, Oldham, OL1 3SE <a href="mailto:lucy.lees@mahdloyz.org">lucy.lees@mahdloyz.org</a></p>			
Lab 1			Notes
<b>Charters</b>			
<p><b>Purpose</b> Mahdlo is Oldham’s primary agency for delivering the Universal youth work service.</p>			
<p><b>Benefits to Council</b></p>			
<p><b>Commitment</b> Board of trustees meets bi-monthly for two hours and there are a number of fundraising and marketing events which Trustees attend when possible. (Meetings can be attended remotely)The meetings are attended by a Council senior officer in an advisory role.</p>			
<p><b>Financial Commitment (if any)</b> The council provide £300k of funding (2021/2022 to be reduced to £200K from 2022/2023) which is matched by £1million of private and other investment.</p>			
<p><b>Attendance – Requirement/Optional</b></p>			

<p><b>North West Employers Organisation – 1 place 1 RA + 1 Sub</b> Contact: Sarah Hargreaves Tel: 0161 214 7127 Suite 3.3, ICE Building 3, Exchange Quay, Salford Quays, Greater Manchester, M5 3ED <a href="mailto:sarahh@nwemployers.org.uk">sarahh@nwemployers.org.uk</a></p>			
Lab 1			Notes
<b>Jabbar</b>			Sub cannot attend Committee meetings
<b>(S) Malik</b>			

**Commitment**

One AGM and four quarterly meetings.

**Oldham Athletic Community Trust – 1 Place 1 RA**

Contact: Martin Vose, Trust Manager, Tel: 0161 785 5176  
 Chair Boundary Park, Furtherwood Road Oldham OL1 2PA  
[enquiries@oldhamathletic.co.uk](mailto:enquiries@oldhamathletic.co.uk)

Lab 1			Notes
<b>Dean</b>			

**Purpose****Purpose**

Using the power of football Oldham Athletic Community Trust (OACT), works in partnership with its local community to provide positive opportunities through sport, inspire and reward our local community.

**About Oldham Athletic Community Trust**

Oldham Athletic Community Trust is a charitable organisation (charity number 1120894).

**Vision & Purpose of OACT**

Using the power of football Oldham Athletic Community Trust (OACT) works in partnership with its local community to provide positive opportunities through sport, inspire and reward our local community.

**Our Commitment**

To be professional, dedicated and inclusive in everything that we deliver. We will work to develop a fit for purpose governance structure with an empowered team committed to meeting the needs of those within Oldham.

**Our Aims & Aspirations**

- To maintain Oldham Athletic Football Club at the heart of its community and increase opportunities for young people and families to be involved with Oldham Athletic.
- Promote social responsibility and encourage positive relationships amongst communities through sport.
- To work with the local communities to maximise the use of facilities and provide meaningful sports opportunities for young people to enhance their communities.
- Raise the aspirations of young people through football and education.
- To be a sustainable, well-managed and forward-thinking organisation.

**Commitment**

Every quarter unless there is the need for an emergency board meeting

**Attendance –**

**Oldham Citizen's Advice Bureau – 1 place RA,**  
 Contact: Jonathon Yates, CAB Manager, Tel: 07968365905  
 1-2 Ascroft Court Peter St Oldham OL1 1HP [jonathan.yates@casort.org](mailto:jonathan.yates@casort.org)

Lab 1			Notes
<b>J. Harrison</b>			

**Oldham Credit Union – 2 Places 1 RA + 1 Opp**  
 Contact: Tel: 0161 678 7245  
 9 Albion Street Oldham OL1 3BG  
[enquiry@oldhamcreditunion.co.uk](mailto:enquiry@oldhamcreditunion.co.uk)

Lab 1	Opp 1		Notes
<b>Shuttleworth</b>	<b>Wahid</b>		

**Oldham Henshaw and Church of England Education Trust – 1 place (External Appointments) - 3 yr term of office**  
 Ian Tomkin, Secretary Tel: 0161 828 1437  
 Helen Tyler Tel: 0161 828 1436 Manchester Diocesan Board of Education, 4<sup>th</sup> Floor, Church House, 90 Deansgate, Manchester M3 2GH  
[iantomkin@manchester.anglican.org](mailto:iantomkin@manchester.anglican.org)

Lab 1			Notes
<b>Moores</b>			

**Purpose**  
 The official objective of the Henshaw Trust is 'The aim is the promotion of God's Kingdom through provision of schools where faith and worship of C of E can be taught and practised and the children brought to Confirmation and worshipping members of the church.' This has been looked at in other way in recent year as two of the trusts schools are 100% Muslim

**Benefits to Council**  
 Helps the Council keep up to date with the nine Trust schools.

**Commitment**  
 Meets 2 or 3 times a year (Usually March, July and September), at 19:00 at one of the trust schools.

**Attendance – Requirement** - the Council have a place on the Trust and are expected to attend the meeting

**Oldham Hulme Grammar Schools– 2 places (External appointments) 3 yr term of office**  
 Contact: Kath Shaw, Tel: 0161 630 6169 School Bursar, The Hulme Grammar Schools, Oldham OL8 4BX [finance@ohgcc.co.uk](mailto:finance@ohgcc.co.uk)

Lab 2	Lib Dem 0	Con 0	Notes
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<b>Chauhan</b>			
<b>J Sutcliffe (is an Elected Governor since 2016)</b>			
<b>Purpose</b> To advance the education of children and young people by the provision of schools in or near Oldham and by ancillary or incidental educational activities and other associated activities for the benefit of the community			
<b>Benefits to Council</b> We believe that the Council would benefit by being seen to support a high quality educational establishment.			
<b>Commitment</b> The Governing body holds formal Board meetings 3 times a year (December, March and June) together with an annual training and strategy discussion day in September. The Board has a number of sub committees and if an appointed representative wish to serve on one this would of course increase the commitment.			
<b>Financial Commitment (if any)</b> None			
<b>Attendance – Optional</b>			

<b>Oldham Play Action Group – 1 place RA</b> Contact: Ms S Gill, Co-ordinator, Tel: 0161 678 9662 Oldham Play Action Group, Greenacres Community Centre, Greenacres, Oldham OL4 3EU <a href="mailto:playactiongroup@hotmail.com">playactiongroup@hotmail.com</a>			
Lab 1			Notes
<b>McLaren</b>			
<b>Purpose</b> Oldham Play Action Group is a registered charity working across the borough to extend and enhance the quantity and quality of play and free-time activities for children and families. OPAG delivers junior youth clubs, play and arts sessions, consultation, training and community celebration events. OPAG also operates a small play resource store and is based at Greenacres Community Centre			
<b>Benefits to Council</b> OPAGs work has and continues to contribute substantially to Oldham Council's Children and Young People's offer.			
<b>Commitment</b> OPAG Management Committee meets bi-monthly, usually on a Tuesday or Thursday morning. Meetings tend to last approximately 1.5 hours. Meetings take place at Greenacres Community Centre, Galland Street, Greenacres, Oldham, OL4 3EU.			
<b>Financial Commitment (if any)</b>			

In previous years Oldham Council have invested in OPAGs play development work. £ 20,00 for the year 16/17, although it is proposed that this funding will cease for 17/18. Funding from Oldham Council did cease as proposed.

**Attendance – Optional**

**Oldham United Charity – 4 Nominations (5 year Terms of Office due to end 2021) + Mayor (Ex-Officio)**

Contact: Phil Higgins [phil.higgins11@gmail.com](mailto:phil.higgins11@gmail.com)

<b>Mrs C Ball</b>	<b>+ Mayor Chauhan</b>		
<b>Mr Mather</b>			

**Parking Traffic Regulations Outside London (Patrol) Adjudication Joint Committee**

**And as your authority operates civil bus lane enforcement also Bus Lane Adjudication Service Joint Committee (BLASJC)**

**Councillor nomination to both Joint Committees is mandatory. A named substitution is desirable.**

Contact: Andy Diamond Tel: 01625 445565 [adiamond@patrol-uk.info](mailto:adiamond@patrol-uk.info)

**PATROL / BLASJC**

**Parking and Traffic Regulations Outside London Joint Committee, PO Box 471, Merlin House, 8 Grove Avenue, Wilmslow, Cheshire, SK9 0HJ**

Lab 1			Notes
<b>Goodwin</b>			
<b>(S) Davis</b>			

**Purpose**

Local Authorities who undertake civil parking or bus lane enforcement are required by statute to make provision for independent adjudication. Over 300 Local Authorities in England and Wales are members of the PATROL Joint Committee to exercise this function jointly and over 50 are members of the BLASJC. The function of the Joint Committee is to provide resources to support independent Adjudicators and their staff who together compose the Traffic Penalty Tribunal. The Joint Committee also promotes good practice in public information on parking enforcement.

**Benefits to Council**

Membership to the JCs means Oldham MBC can operate Civil Parking and Bus Lane Enforcement.

**Commitment**

Meetings take place 3 times a year (January, June and October) in Westminster or virtually depending on national restrictions



**Financial Commitment**

Oldham MBC pay £0.30p per PCN issued to PATROL to allow access to independent adjudication for the general public (Traffic Penalty Tribunal)

**Attendance – Requirement Cllr Peter Davis attended / participated in all required meetings between 2020 -2021**

**Peak District National Park Authority – 1 place RA**

Contact: Jason Spencer, Corporate & Member Services Manager Tel: 01629 816352 Aldern House, Baslow Road, Bakewell, Derbyshire, DE45 1AE  
[Ruth.Crowder@peakdistrict.gov.uk](mailto:Ruth.Crowder@peakdistrict.gov.uk)

Lab 1			Notes
<b>Charters</b>			
<p><b>Purpose</b>            The National Park Authority is the local planning authority for the area within the National Park boundary. It has a statutory obligation to conserve and enhance the natural beauty, wildlife and cultural heritage of the National Park and to promote opportunities for the understanding and enjoyment of its special qualities by the public. Where these purposes conflict, we must give priority to conservation.            In carrying out these aims, we are also required to seek to foster the economic and social well-being of local communities within the Park.</p>			
<p><b>Benefits to Council</b>            Constituent councils benefit from being included in the Authority's decision making on issues and matters that affect the areas of their council situated within the National Park, for example planning applications and transport infrastructure. They also gain from the partnership working opportunities available through the Authority.</p>			
<p><b>Commitment</b>            The Authority meets 6 times per year and there are 2 committees, Planning and Audit, Resources and Performance. Committee meetings take place on Fridays and normally start at 10am.</p>			
<b>Attendance – Requirement</b>			

**Pennine Care NHS Trust – (Mental Health) Council of Governors – 1 place RA**

Contact: Lisa Howarth, Corporate Governance Officer Tel: 0161 716 3960  
 Pennine Care Trust Headquarters, 225 Old Street, Ashton under Lyne OL6 7SR. [lisa.howarth@nhs.net](mailto:lisa.howarth@nhs.net)

Lab 1			Notes
<b>Brownridge</b>			
<p><b>Purpose</b>            Pennine Care NHS Foundation Trust provides mental health and learning disabilities services for children and adults in Oldham.</p>			
<b>Benefits to Council</b>			

The Council of Governors is responsible for representing the interests of Trust members and partner organisations  
 The Council of Governors holds the Board of Directors collectively to account for the performance of the Trust  
 Governors are responsible for feeding back information about the Trust, its vision and its performance to the constituencies and the stakeholder organisations that either elect them or appointed them

**Commitment**

The nominated representative is required to attend a minimum of four quarterly meetings of the Council of Governors, each meeting is scheduled for 2½ hours with an additional pre-meeting for all public, staff and appointed governors. In addition, governors are also required to attend the Annual General Meeting, mandatory development sessions and where possible the quarterly Local Constituency Meetings.

**Financial Commitment (if any)**

None

**Attendance – Requirement**

It would be useful for the representative governor to have a local knowledge of health issues within the constituency in which they represent, however it is important to note the Trust’s constitution does not allow for an individual to fulfil both roles of a Governor and member of the Health Overview and Scrutiny Committee

**Southern Pennine Rural Regeneration Company (formerly Pennine Prospects) - 1 Place RA**

Contact: Sarah Ross, Office and Business Manager, Butlers Wharf, Hebden Bridge West Yorkshire HX78AF West Yorkshire Tel: 0161 624 4497  
[emily.stevenson@southpeninepark.org](mailto:emily.stevenson@southpeninepark.org)

Lab 1			Notes
<b>Jabbar</b>			Cab Mem preferred

**Purpose**

It is a unique rural regeneration company that aims to promote, protect and enhance the built, natural and cultural heritage of the South Pennines. Pennine Prospects works with local authorities, government agencies, businesses, voluntary organisations and the local community to deliver a range of initiatives. It is a mature, cross-sector partnership, with member organisations made up of 6 local authorities, 2 utility company, statutory agency, Natural England, NGOs – The National Trust and Pennine Heritage and the voluntary sector.

**Benefits to Council**

Pennine Prospects is at the heart of sustainable development for the South Pennines. It works to manage and enhance the area’s natural, cultural and heritage assets so that they contribute to the social, economic and environmental wellbeing of the South Pennines. Pennine Prospects also

seeks to create opportunities through developing programmes and projects that supports the South Pennines and those people who live, work or enjoy the area, including the seven million residents of the surrounding conurbations through health & wellbeing, recreation and leisure and sustainable economic opportunities.

**Commitment**

The Company has a Board of Directors that meet 4 times a year – June, September, December, February. The meetings are often hosted by our member organisations such as the local authorities  
The commitment of the Director is dependent on what their engagement and involvement is – the basic is 4x meetings a year, normally held on a Friday morning.

**Financial Commitment (if any)**

£9,000 p.a.

**Attendance – Optional**

Deemed value for money to deliver priorities, aims and objectives of the Council's strategy in partnership. The Council has been part of Pennine Prospects since its inception in 2005 and was instrumental in its setting up.

**Positive Steps Board – 4 places 3 RA + 1 Opp**

Contact: Cliff Shields Tel: 0161 621 9339

Medtia Place, 80 Union Street, Oldham OL1 1DJ [cliffshields@positive-steps.org.uk](mailto:cliffshields@positive-steps.org.uk)

Lab 3	Opp 1		Notes
<b>Mushtaq</b>	<b>Byrne</b>		
<b>Ali</b>			
<b>Nasheen</b>			

**Purpose**

To provide strategic direction and governance to the senior management of the Positive Steps Charitable Trust.

**Benefits to Council**

To inform and influence the workings of a key commissioned delivery partner providing an Early Help and an Integrated Support Service for Young People across Oldham covering Prevention and Reduction of Youth Offending, NEET prevention, Young Carers, and Missing from Home

**Commitment**

Attend quarterly meetings held on a Tuesday evening plus an Annual General Meeting

**Financial Commitment (if any)**

Not applicable

**Attendance – Requirement/Optional**

At least one representative needed to attend to enable a quorate meeting

**NW Reserve Forces and Cadets Association – 1 place – External –**  
 Contact: Cilla Morgan Tel: 0151 728 2061 NW RFCA, Alexandra Court, 28  
 Alexandra Drive, Liverpool L17 8YE [nw-ceps@rfca.mod.uk](mailto:nw-ceps@rfca.mod.uk)

Lab 1			Notes
<b>Charters</b>			<b>Armed Forces Champion</b>
<b>Purpose</b>			
<ul style="list-style-type: none"> <li>• Promote the interests of the Armed Forces.</li> <li>• Champion of the volunteer ethos both within and outside the Services.</li> <li>• Our voluntary membership brings with it an unparalleled breadth of expertise and experience.</li> <li>• We support the work of third sector organisations which also contribute to the well-being of Service personnel &amp; dependents, veterans and youth.</li> <li>• We supplement government funding through income generation for our dependencies.</li> <li>• Not-for-profit organisation with demonstrable value for money</li> </ul>			
<b>Benefits to Council</b>			
Closer liaison with the local armed forces and cadets.			
<b>Commitment</b>			
The Association membership meets once per year usually in June for the Annual General Meeting.			
<b>Financial Commitment (if any)</b>			
None			
<b>Attendance – Requirement</b>			

**University of Manchester General Assembly – 1 place 1 RA**  
 Contact: Deputy Secretary to the Council & Senate, Tel: 0161 306 3772 The  
 University of Manchester, John Owens Building, Oxford Road, Manchester  
 M13 9PL [deputysecretary@manchester.ac.uk](mailto:deputysecretary@manchester.ac.uk)

Lab 1			Notes
<b>Ali</b>			
<b>Purpose</b>			
The General Assembly is the forum where legitimate interests in the affairs of the University can be heard, and is the medium through which the University can present itself and its achievements to its broader 'constituencies'.			
<b>Benefits to Council</b>			
tains and develops links, and the purpose of the Assembly is to act as a two-way channel of communication through which the University presents its achievements to its broader 'constituencies' and receives feedback and advice on matters relating to University business.			
<b>Commitment</b>			
It meets twice annually (in January and in June), receives reports from the President and Vice-Chancellor and discusses matters of general importance			

to the University as a whole. The meetings start at 3:00 pm and last approximately 2 hours. On occasion, there may be a celebration event or dinner, to which the General Assembly members are invited, but attendance at these is not mandatory.

**Attendance – optional**

**Youth Justice Management Board – 1 place RA**

Contact: Helen Wood, Level 3 Civic Centre West Street OL1 1NL

Lab 1			Notes
<b>Goodwin</b>			

**Purpose**  
 The Youth Justice Management Board will have strategic responsibility for ensuring the effective delivery of the Youth Justice Service and the youth crime prevention agenda, providing support and challenge where necessary in order to achieve maximum benefit.

**Benefits to Council**  
 Assisting the Youth Justice Service in delivering and developing its approaches to working holistically with families  
 the board will support the youth justice service to:

- Prevent Youth Crime (including youth violence)
- Reduce re-offending (including use of custody)
- Safeguard young people at risk of, or involved in, the criminal justice system
- Protect the Public

**Commitment**  
 Quarterly meetings

**Financial Commitment (if any)**  
 None

**Attendance –Optional**

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**OLDHAM METROPOLITAN BOROUGH COUNCIL****APPOINTMENT TO OUTSIDE BODIES – 2023-24****OMBC****RA – Ruling Administration****OPP – Opposition**

<b>ACE Centre – 1 place RA</b> Contact: Michael Ritson, Senior AAC Consultant, Ace Centre North, Hollinwood Business Centre, Albert Street, Oldham, OL8 3QL <a href="mailto:mritson@acecentre.org.uk">mritson@acecentre.org.uk</a>			
Lab 1			Notes
<b>Birch</b>			
<b>Purpose</b> Ace Centre is a registered charity (No. 1089313) providing support for people with complex communications difficulties. It offers assessment, training and information services across England, with a focus on Augmentative and Alternative Communication (AAC) and Assistive Technology (AT), delivered by a multi-disciplinary team of specialist teachers, occupational therapists, speech & language therapists with the support of technical and administrative staff.			
<b>Benefits to Council</b> Unknown			
<b>Commitment</b> Unknown			
<b>Financial Commitment (if any)</b> None			
<b>Attendance –Optional</b>			

<b>Community Safety Partnership – 3 Places 2 RA + 1 Opp</b> Contact: Neil Consterdine, Assistant Director Youth, Leisure and Communities Tel: 0161 770 8734 Level 4, Civic Centre, West St, Oldham OL1 1UL <a href="mailto:neil.consterdine@oldham.gov.uk">neil.consterdine@oldham.gov.uk</a>			
Lab 2	Opp 1		Notes
<b>Goodwin</b>	<b>Sharp</b>		Relevant Cabinet Member and Deputy
<b>Dean</b>			
<b>Purpose</b>			

The CSCP Partnership has strategic oversight and responsibility for the delivery of the CSCP Plan. This plan aligns with the Police and Crime Commissioner priorities and the safety and cohesion of residents of the Borough
<b>Benefits to Council</b> Delivers key strategic objectives, statutory council duty, holds partners to account.
<b>Commitment</b> The Partnership meets on a quarterly basis at the Civic Centre
<b>Financial Commitment (if any)</b> In kind resources
<b>Attendance – Requirement</b>

<b>Corporate Parenting Panel – 6 places 4 RA + 2 Opp</b> Contact: Nick Whitbread, Reviewing Officer, Level 3, Civic Centre, West Street, Oldham, OL1 1UG. Tel: 0161 770 <a href="mailto:Nick.Whitbread@oldham.gov.uk">Nick.Whitbread@oldham.gov.uk</a>			
Lab 4	Opp 2		Notes
<b>Mushtaq</b>	<b>Byrne</b>		Lead member for Children currently but could be any Cabinet member
<b>Charters</b>	<b>Wahid</b>		
<b>H. Harrison</b>			
<b>J. Harrison</b>			

<b>Domestic Violence Partnership – 2 Places 2 RA</b> Contact: Bruce Penhale, Early Help Service Manager, Level 9 Civic Centre, Oldham Tel: 0161 770 4196 <a href="mailto:Bruce.Penhale@oldham.gov.uk">Bruce.Penhale@oldham.gov.uk</a>			
Lab 2			Notes
<b>Goodwin</b>			1 Cabinet Member + 1
<b>Birch</b>			
<b>Purpose</b> To oversee the implementation of the DV Strategy through the delivery plan. To consider DV trends (calls for service, prosecutions, victims supported etc.) One of the key areas we are looking at currently is the impact of DV on children.			
<b>Benefits to Council</b> The benefits to the Council are through partnership and co-operative working. The DVP is now co-chaired by a 3rd sector representative. Working in this way allows us to share practice and learning whilst having the benefit of partnership scrutiny and transparency.			
<b>Commitment</b>			



It meets every two months and is usually scheduled from 12pm to 2pm in one of the Civic Suites. The next one is scheduled for the 8th December and will be in the Crompton Suite. We haven't had regular Cllr attendance at recent meetings however we ensure they are kept up to date and are sent all the relevant information.

**Financial Commitment (if any)**

None

The Council contributes to the DV response in Oldham through the mainstream budgets (Community Safety and Early Help).

**Attendance – Optional**

**Fostering Panel – 1 place 1 RA**

Contact: Maris Elkington, Fostering Team Manager, Tel: 0161 770 6534.  
Unit 10 Whitney Court, Southlink Business Park, Oldham OL4 1DB  
[Lisa.Oates@oldham.gov.uk](mailto:Lisa.Oates@oldham.gov.uk)

Lab 1			Notes
<b>Hannah Roberts</b>			Must commit to attend 75% of meetings (legislation) – no sub allowed

**Purpose**

Fostering panels are a regulatory body with a crucial role in monitoring foster care for our looked after children. The main role is to make decisions about the approval, terms of approval and assessing the continuing suitability of foster carers including relatives under assessment for children subject to care proceedings. The overriding objective is to promote the welfare of children and quality assure the services provided to families in need of safeguarding intervention

**Benefits to Council**

As a council we compete to recruit carers and the panels effective function is crucial to our reputation, alongside ensuring we provide a safe, high quality service to children and families

**Commitment**

There are 18 panels a year minimum, lasting 4-7 hours each

**Attendance – Requirement as corporate parent**

**Learning Disability Partnership Board – 2 Places 2 RA**

Contact: Joe Charlan, Tel: 0161 770 3198 Planning and Commissioning Manager (Learning Disability and Autism), Civic Centre, West Street, Oldham, OL1 1UT [joe.charlan@oldham.gov.uk](mailto:joe.charlan@oldham.gov.uk)

Lab 2			Notes
<b>Brownridge</b>			Cabinet Member (Social Care and Safeguarding)

<b>Mushtaq</b>
<p><b>Purpose</b> The Board is a group of professionals, carers and self-advocates who meet on a regular basis, working together to make Oldham a better place to live for people with learning disabilities.</p>
<p><b>Benefits to Council</b> In self-assessment returns having partnership boards is seen as constructive and a positive way of involving stakeholders in a locality's developments.</p>
<p><b>Commitment</b> 6 times per year, once every two months. Meets at Civic Centre, Lead Member for Social Care and Safeguarding chairs the meeting.</p>
<p><b>Financial Commitment (if any)</b> The resources it takes to host the meetings (minutes, facilitating and refreshments provided etc.)</p>
<p><b>Attendance –Optional</b> This is not a board/meeting that we are obliged to host/hold and it is seen as favourable when submitting Dept of Health self-assessments on Learning Disability and/or Autism.</p>

<p><b>MioCare and Support – 4 places 3 RA + 1 Opp</b> Contact: Karl Dean, Managing Director of the MioCare Group, Tel: 0161 770 8777, Ena Hughes Resource Centre, Ellesmere Street, Failsworth, M35 9AD, email: <a href="mailto:Velarie.Perrins@oldham.gov.uk">Velarie.Perrins@oldham.gov.uk</a></p>			
Lab 3	Opp 1		Notes
<b>S. Bashforth (chair)</b>	<b>Arnott</b>		
<b>Brownridge</b>			
<b>Ibrahim</b>			
<p><b>Purpose</b> The MioCare Group provides care and support services across the borough. The MioCare Group is a Community Interest Company that is wholly owned by Oldham Council. All Board Members become registered directors at Companies House and take on the respective accountabilities.</p>			
<p><b>Benefits to Council</b> As a wholly Council owned group of companies the Council underwrites any liabilities. Having elected members on the Board ensures that the strategic direction is aligned with the Council, performance is monitored and risks are managed.</p>			
<p><b>Commitment</b> The Board meets quarterly and there are two sub-committees that also meet quarterly. As well as 4 elected members the Board comprises 3 x external Non-Executive Directors and the Managing Director is also a company director.</p>			
<p><b>Financial Commitment (if any)</b></p>			

**Attendance – Requirement**

All associated papers read and members contribute to discourse.

**Oldham Council Music Awards – 5 places 3 RA + 2 Opp**

Contact: Michelle Millward, Oldham Music Service, Lyceum Buildings, Union Street, Oldham OL1 1QG Tel: 0161 770 5668

[Michelle.Millward1@oldham.gov.uk](mailto:Michelle.Millward1@oldham.gov.uk)

Lab 3	Opp 2		Notes
<b>Parish Cllr Birchall</b>	<b>Lancaster</b>		
<b>Dean</b>	<b>Woodvine</b>		
<b>Birch</b>			

**Purpose**

The fund is made up of 2 trusts re Archer & Marjorie Tate fund and are awarded to students who live in Oldham to develop their musical skills, either within the borough of Oldham or at a full time Music Conservatories or other full time higher education establishments. These awards are made to assist with the costs associated with students intending on pursuing a career in music.

**Benefits to Council**

The fund was given to the Council to help students and their musical aspirations and has been going for quite a few years. The costs associated with pursuing a career in music are very high and this award does make a difference to the students who apply. The interest it accumulates currently is not sufficient to keep the balance topped up and at some point in the future, it is anticipated that the monies will reduce so that no further awards will be able to be paid.

**Commitment**

The committee meets once a year usually August time at the Lyceum, when each application is discussed and awards allocated. The decisions made are by the Councillors on the committee.

**Attendance – Requirement****Oldham Distress Fund – 2 places RA; 1 place Opposition**

Contact: Constitutional Services Tel: 0161 770 5151, Constitutional Services, Level 4, Civic Centre, West Street, Oldham, OL1 1UG,

[constitutional.services@oldham.gov.uk](mailto:constitutional.services@oldham.gov.uk)

Lab 2	Opp 1		Notes
<b>Goodwin</b>	<b>Byrne</b>		
<b>Jabbar</b>			

**Purpose No Information on Attendance**

The Oldham Distress Fund (the trust) is a registered charity, number 225145, The trust was re-established in 2012. The trust will comprise 3 members of the Council. The Chair will be appointed from amongst their number at the

meeting. All trustees will give their time freely and no trustee will be paid remuneration in the year.

**Benefits to Council**

The benefit to the Council is that it provides an opportunity for the Council to respond as a matter of urgency to any emergency situation whereby funds are needed.

**Commitment**

It meets annually for about an hour.

**Attendance – Requirement**

**Oldham Strategic Housing Board - 3 Places 2 RA + 1 Opp**

Contact: Bryn Cooke Tel: 0161 770 4134 Level 3, Room 310, Civic Centre, West Street, Oldham, OL1 1UH [bryn.cooke@oldham.gov.uk](mailto:bryn.cooke@oldham.gov.uk)

Lab 2	Opp 1		Notes
<b>Taylor</b>	<b>Sharp</b>		Cabinet Member (Neighbourhoods and Co-operatives) + 1
<b>Goodwin</b>			

**Purpose**

The Oldham Strategic Housing Board is a multi-agency partnership meets every two months and is serviced through officers at the Council. It is responsible for overseeing progress on the Oldham Housing Strategy and on approving plans to improve the quantity, quality and access to housing across the borough.

**Benefits to Council**

The benefits to the Council are that it provides an opportunity to engage with partners at a strategic level on Housing and ensure engagement in work around a variety of themes.

**Commitment**

The meetings are quarterly, last 2 hours and there are 3 elected member representatives, including the Housing portfolio holder who chairs the meetings.

**Attendance – Optional**

**PFI and Housing Revenue Account Board – 1 place RA**

Contact: Bryn Cooke Tel: 0161 770 4134 Level 3, Room 310, Civic Centre, West Street, Oldham, OL1 1UH [bryn.cooke@oldham.gov.uk](mailto:bryn.cooke@oldham.gov.uk)

Lab 1			Notes
<b>Jabbar</b>			

**Purpose**

The PFI and Housing Revenue Account Board is responsible for ensuring effective overview and governance of the Council's two Housing Private

Finance Initiative schemes and overseeing the Housing Revenue Account in which the finances sit for both PFI schemes.
<p><b>Benefits to Council</b></p> <p>The benefit to the Council is that it provides an opportunity for the portfolio holder and officer representatives to assess performance on the PFI schemes and individual projects within the Housing Revenue Account</p>
<p><b>Commitment</b></p> <p>It meets Quarterly for an hour and a half.</p>
<p><b>Attendance – Requirement</b></p>

**Standing Advisory Council for Religious Education – 1 RA + 1 Opp**  
 Contact: Mrs Carol Hyde, Clerk to SACRE Tel: 0161 770 1621  
 SACRE, Level 4 Civic Centre, Oldham OL1 1UL [carol.hyde@oldham.gov.uk](mailto:carol.hyde@oldham.gov.uk)

Lab 1		Cons 1	Notes
<b>Ali</b>		<b>Byrne</b>	3-year term of office, to be re-appointed May 2023 and 2025

**Purpose**  
 The Standing Advisory Council on Religious Education (SACRE) advises on Oldham’s agreed syllabus for Religious Education, publishes an annual report, conducts regular meetings, monitors the quality and provision of Religious Education in all maintained and voluntary controlled schools and receives complaints in relation to Religious Education and collective worship.

**Benefits to Council**  
 Meets statutory duties as laid down by Parliamentary Act

**Commitment**  
 Meets termly, at least 3 times annually

**Attendance – Requirement** - need not be an elected Member

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**OLDHAM METROPOLITAN BOROUGH COUNCIL****APPOINTMENT TO OUTSIDE BODIES – 2023-24****JOINT VENTURES****RA – Ruling Administration****OPP – Opposition**

<b>Foxdenton Development Board – 3 Places (Cabinet Members) Leader Appoints</b> Contact: Emma Barton Tel: 0161 770 4846 Oldham Council. <a href="mailto:emma.barton@oldham.gov.uk">emma.barton@oldham.gov.uk</a>			
Lab 3			Notes
<b>Shah</b>			
<b>Taylor</b>			
<b>Mushtaq</b>			
<p><b>Purpose</b> <b>No attendance Information</b> In 2014, Oldham Council set up a Joint Venture company (JV Co) to bring forward the Foxdenton scheme (now named Broadway Green). The two shareholders in the 50:50 JV Co are the Council and the Developer. The Developer is Foxdenton LLP (Foxdenton LLP being a joint venture between Grasscroft Property and Seddons Construction). At the same time as entering into the partnership agreement with Oldham, the Developer also entered into a Development Management Agreement with the JV Co, to advise on development and funding strategies.</p> <p>The Joint Venture Company has a Management Board with no more than six Board Members. A maximum of three Board members can be appointed by both the Developer and the Council. The Management Board is responsible for the management and control of the business and the affairs of the JV Co and has the authority to do all things necessary to carry out the purpose of the JV Co, subject to Council approval.</p>			
<p><b>Benefits to Council</b> The scheme will deliver up to 700,000 sq. ft. of employment space within a premium business park and up to 500 new homes. This is expected to bring 2,000 new jobs to the local area as well as much needed new housing. It will also provide a £5.4m annual boost to the local retail economy from new resident spending. Importantly, essential infrastructure will be delivered ahead of any other development and will include a new spine road connecting the A663 and B6189, with work set to begin in May 2017.</p>			
<p><b>Commitment</b> Meetings of the Management Board are held at the Civic Centre, usually between the hours of 9am- 5pm. They can be held at any time upon a written request of a Board Member (subject to a minimum of 10 days' notice) and in</p>			

any event at least every three months. Now that we are moving swiftly forward to the delivery phase, Board meetings are currently being held every two months. The quorum for a meeting of the Management Board is two Board Members (one from the Council and one from the Developer). Each Board Member has one vote and decisions are determined by a majority vote.

**Financial Commitment (if any)**

The Council has transferred land into the JV Co (at market value) by way of a commercial loan. The Council has also agreed to contribute towards infrastructure works, which will benefit the wider area. In return for this commitment, the Council will receive a share of the development profits.

**Attendance – Requirement**

Council membership of the Management Board, is required under the terms of the JV partnership agreement.

**Meridian Development Company Ltd – 1 place 1 RA Leader appoints**

Contact: Becky Collinge Tel: 0161 626 6021

Meridian Business Centre King Street Oldham Lancs OL8 1EZ

[admin@interurbanestates.co.uk](mailto:admin@interurbanestates.co.uk)

Lab 1			Notes
<b>Shah</b>			

**Purpose**

Meridian Development Company owns and manages a Grade II listed business centre and an adjoining 5.7 acres area of development land. The Company is seeking to develop the site for high end business and employment use.

**Benefits to Council**

The Council benefits from having immediate access to the skillset (both professional and business acumen) with two local private sector businessmen who have over 40 years' experience in the Manufacturing Development and Construction Industry.

**Commitment**

Council officers and their joint venture partners meet on a regular basis to oversee the company operations. The meetings take place either in the Conference room at the Business Centre or at a meeting room within the Civic Centre as appropriate.

**Financial Commitment (if any)**

The company is self-financing.

**Attendance – Requirement**

The Council and the Joint Venture partners are both shareholders in the company



**Oldham Community Leisure Ltd Management Committee – 2 Places 1 RA + 1 Opp**

Contact: Stuart Lockwood, Chief Executive Tel: 0161 207 7000 Oldham Community Leisure, Chadderton Wellbeing Centre, Burnley Street, Chadderton, Oldham OL9 0JW [stuart.lockwood@ocll.co.uk](mailto:stuart.lockwood@ocll.co.uk)

Lab 1	Opp 1		Notes
<b>Dean</b>	<b>Byrne</b>		

**Purpose**

The Board of Directors ensures that OCL conducts its affairs in accordance with its stated purpose. It sets the policies, strategies and objectives, and then supervises the Chief Executive and his staff who are responsible for delivering them. The Board is accountable to the members through elections and the power of removal.

**Benefits to Council**

Benefits are that Council input is welcomed and taken into account when decision making for the company.

**Commitment**

Meetings take place on a quarterly basis, usually a Thursday evening, commencing around 5pm with refreshments and the meetings usually last no longer than a couple of hours. Papers are sent around a week in advance for consideration in advance of the meeting. There is the opportunity to be involved in sub committees such as HR, Audit & Risk, and Finance and or other working parties which come up periodically, but this is not mandatory and representatives are voluntary.

**Financial Commitment (if any)**

None

**Attendance – Requirement**

There are always two elected member roles filled at each time and the Council designate officers to these, rotating their period of office. OCL do not have input into the representatives, this is purely a Council decision and is also acknowledged that there will be two places available within the company rules.

**Oldham Community Power Ltd Management Board – 1 Place 1 RA Leader Appoints**

Contact: Andrew Hunt, Strategy, Partnerships and Policy Manager Tel: 0161 770 6587 Room 317, Floor 3, Civic Centre, Oldham OL1 1UL [Andrew.Hunt@oldham.gov.uk](mailto:Andrew.Hunt@oldham.gov.uk)

Lab 1			Notes
<b>Jabbar</b>			

**Purpose**

The Board comprises the Directors of Oldham Community Power Ltd, a Community Benefit Society which aims to install renewable energy equipment into schools, community centres and other public buildings. The Society is run to save building occupants money on their bills, generate green energy and to give Oldham residents the opportunity to own shares in a local co-operative renewable energy organisation.

**Benefits to Council**

Oldham Community Power supports the Council's co-operative agenda and is a key co-operative project demonstrating the principle of the Council investing in local co-operative businesses. It saves schools and community groups money on their electricity bills and gives residents an opportunity to invest.

**Commitment**

The Board meets approximately once every month. The Councillor commitment is optional but welcomed by the group.

**Financial Commitment**

The Council has £100,000 of Shares in the Society.

**Attendance – Optional** - the Society's rules require that a seat be reserved on the Board for the Council.

**Oldham Economic Development Association Board – 8 places (Directors appointed by Monitoring Officer) 6 RA + 2 Opp**

Contact: Mr P Entwistle, Director of Legal Services Tel: 0161 770 4822  
OMBC Legal Division, Civic Centre, West Street, Oldham, OL1 1UL

Lab 6	Opp 2		Notes
<b>Jabbar</b>	<b>Ghafoor</b>		1 Cabinet Member Finance, 1 Deputy Finance, 1 Shadow Finance + 5 Elected Members
<b>Islam</b>	<b>Woodvine</b>		
<b>McLaren</b>			
<b>Taylor</b>			
<b>Birch</b>			
<b>Surjan</b>			

**Oldham Property Partnership Limited (and associated OPP Ltd companies) – 2 places Leader of the Council + Leader of Opposition**

Contact: Bryn Cooke, PDI Team Leader, Development and Infrastructure  
Tel: 0161 770 4134 Room 310, Level 3, Civic Centre, West Street, Oldham  
OL1 1UL [bryn.cooke@oldham.gov.uk](mailto:bryn.cooke@oldham.gov.uk)

Lab 1	Opp 1		Notes

<b>Shah</b>	<b>Ghafoor</b>		
<b>A report will going to Cabinet shortly seeking approval to a final reconciliation which will effectively end the Council's interest in OPP.</b>			

**Southlink Developments Limited – 3 places (Director) 2 RA + 1 Opp**  
 Contact: Mr P Entwistle, Director of Legal Services Tel: 0161 770 4822 Room 328 Legal Division, OMBC, Civic Centre, Oldham, OL1 1UP  
[Paul.Entwistle@oldham.gov.uk](mailto:Paul.Entwistle@oldham.gov.uk)

Lab 2	Opp 1		Notes
<b>Shah</b>	<b>Arnott</b>		
<b>Taylor</b>			

**- NORTHERN ROOTS (OLDHAM) LIMITED Leader Appoints**  
 Alexandra Park Kings Road Oldham OL8 2BH

Lab 2			
<b>Taylor</b>			
<b>Jabbar</b>			

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**OLDHAM METROPOLITAN BOROUGH COUNCIL****APPOINTMENT TO OUTSIDE BODIES – 2023/24****DISTRICT APPOINTMENTS****RA – Ruling Administration****OPP – Opposition****Chadderton**

<b>Community First Oldham (Chadderton) Ltd (1 place) 1 RA</b> Contact: swilson@northconsulting.co.uk Tel: 0161 831 9722 Building 1000, Kings Reach, Yew Street, Stockport, SK4 2HG			
Lab 1			Notes
McLaren			

**East Oldham**

<b>East Oldham Children’s Centre District Advisory Board – 1 place RA</b> Contact: Karen Bennett, Beaver Children’s Centre, Moorby St, Oldham OL13QU Tel: 0161-470-4260 Email <a href="mailto:Karen.Bennett@bridgewater.nhs.uk">Karen.Bennett@bridgewater.nhs.uk</a>			
Lab 1			Notes
<b>J. Harrison</b>			
<b>Purpose</b> The District Advisory Board has oversight of and supports the District Children Centres			
<b>Benefits to Council</b> To ensure a high quality early years offer for families in Oldham			
<b>Commitment</b> To attend 1 meeting per quarter, attend any additional meetings, attend the Annual conversation.			
<b>Financial Commitment (if any)</b> None			
<b>Attendance – Requirement</b>			

**Failsworth and Hollinwood**

<b>Onwards (formerly Portico Housing Association) 2 places 2 RA</b> <b>The Avenues and Hollins Tenants Association Committee</b> <b>Contact:</b> Tel 0161 688 1763, 50 1 <sup>st</sup> Avenue Oldham OL8 3SH			
Lab 2			Notes
<b>Steve Williams</b>			
<b>Dr Nasim Aslam</b>			

### Royton

**Royton Sick and Needy Charity – 6 places (Royton Councillors)**  
 Contact: Constitutional Services, Tel: 0161 770 5151  
 Legal & Democratic Services, Civic Centre, West Street, Oldham OL1 1UL

Lab 6	Con 3	Ind 1	Notes
<b>M. Bashforth</b>	<b>Adams</b>	<b>Hurley</b>	
<b>S. Bashforth</b>	<b>Arnott</b>		
	<b>Quigg</b>		

**Purpose**  
 Charitable trust set up to apply the capital and endowments of the Trust for the benefit of needy and deserving sick persons of the district of Royton.

**Benefits to Council**  
 Ensuring the residents of Royton benefit fully from the Trust funds

**Commitment**  
 3-4 meetings per year

**Attendance – Requirement**

### Shaw and Crompton

**Arthur Vernon Davies Charity (Shaw and Crompton) – 1 place Lib-Dem + 1 place (Mayor (ex-officio))**  
 Contact: Constitutional Services, Tel: 0161 770 5151  
 Legal & Democratic Services, Civic Centre, West Street, Oldham OL1 1UL

Mayor	Lib Dem 1 Cllr Sykes		Notes

**Purpose**  
 Charitable trust set up to relieve need, hardship or distress in persons resident in the ecclesiastical parishes of St James, East Crompton, St Mary, High Crompton and Holy Trinity, Shaw

**Benefits to Council**  
 Ensuring the residents of Shaw and Crompton benefit fully from the Trust funds

**Commitment**  
 Meetings are held four times per year at 4.30pm in the Civic Centre

**Attendance – Requirement**

**Hopwood Trust – 6 Trustees (2 Bowling Club Reps, 2 Cricket Club Reps, 2 Shaw & Crompton District Ward Councillors)**

Contact: Constitutional Services Tel: 0161 770 5151 Legal & Democratic Services, , Civic Centre, West St, Oldham OL1 1UL

<i>Robert G Horrocks</i>	<i>Michael Lee</i>	<b>Cllr Williamson</b>	Notes
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<i>Vacancy</i>	<i>Glenn Rigby</i>	<b>Cllr Murphy</b>	
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**Purpose**

Charitable trust set up to enable Crompton Cricket Club and Crompton Bowling Club and such other persons as they think fit, to use the land for cricket, bowling and other leisure purposes.

**Benefits to Council**

Ensuring the residents of Crompton benefit fully from the Trust facilities

**Commitment**

Meetings are held as and when – but one meeting should be held each year to approve the accounts.

**Attendance – Requirement**

**West Oldham**

**Community Group Network - 2 places RA**

Contact: Martin Holt, Villages Housing 2 Fircroft Road, Fitton Hill, Oldham OL8 2QN. Tel: 0161 622 6894 Wrong Number [siammartin@hotmail.com](mailto:siammartin@hotmail.com); No response to email

Lab 2			Notes
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<b>Nasheen</b>			
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<b>J. Hussain</b>			
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**Purpose**

An umbrella organisation of community groups in Hathershaw and Fitton Hill, which was formed during the New Deal for Communities (NDC) funding programme. The CGN took on the functions of the Honeywell Trust, which replaced from the NDC Board.

Some of the functions included were to have oversight of the NDC funded projects and facilities, however this has reduced over time as many facilities (Fitton Hill Neighbourhood Centre, Honeywell Centre) have been adopted by the Council

**Benefits to Council**

The relationship is an important one for the local Councillors.

**Commitment**

Frequency – 4 times a year, once per quarter.

Time – The meetings take place in the late afternoon/early evening on a weekday. Usually 5pm/6pm.

Duration: 1 – 2 hours.

**Financial Commitment (if any)**

None
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<b>Attendance – Optional</b>
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<b>Oldham Millennium Centre – 2 places 2 RA</b> Contact: Dolly Green Tel: 0161 622 3812 Featherstall Road North, Oldham OL9 6QB <a href="mailto:obamillenniumcentre@hotmail.co.uk">obamillenniumcentre@hotmail.co.uk</a>
--

Lab 2			Notes
<b>Malik</b>			
<b>Islam</b>			

<b>Purpose</b> The Council is a joint partner with the Oldham Bangladeshi Association (OBA) on the management committee for the Millennium Centre. The body is responsible for setting the strategic direction, oversight, facilities, and use of the community centre.
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<b>Benefits to Council</b>
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<b>Commitment</b> Frequency – 4 times a year, once per quarter Time – usually daytime, weekday, based on availability of committee members Duration – 1-2 Hours
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<b>Financial Commitment (if any)</b> The only Council contribution financially tends to be in the award of grants from the District Executive or Councillors for the provision of annual activity. The Council does receive an annual rent for the building from the OBA.
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<b>Attendance – Requirement</b> Membership is a requirement as a liable partner and leaseholder of the centre.
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<b>The Primrose Community Association – 1 place RA</b> Contact: Jan Wade, 9 Magnolia Gardens, Primrose Bank, Oldham OL8 1HY Tel: 0161 624 7202 <a href="mailto:primrosecentre@gmail.com">primrosecentre@gmail.com</a>
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Lab 1			Notes
<b>F. Hussain</b>			

<b>Purpose</b> The Board of Trustees for the new PFI4 community centre has overview of the development of the centre and activities that benefit the local community.
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<b>Benefits to Council</b> The centre is part of the substantial investment in Primrose Bank from the PFI4 programme.
--

<b>Commitment:</b>
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1 meeting per quarter
<b>Financial Commitment (if any)</b> None
<b>Attendance – Requirement</b> To attend the Board of Trustees meetings

<b>ForHousing – Fitton Hill Community Voice - 2 places RA</b> Contact: Lisa Fowles, ForHousing 2 Fircroft Road, Fitton Hill, Oldham OL8 2QN. <a href="mailto:lisa.fowles@forhousing.co.uk">lisa.fowles@forhousing.co.uk</a> Tel: 07834126664			
Lab 2			Notes
<b>Nasheen</b>			
<b>J. Hussain</b>			
<b>Purpose</b> Fitton Hill Community Voice gives residents influence over the management of properties in Fitton Hill which are owned by ForHousing. These properties were stock-transferred from OMBC to Villages Housing in 2005. In April 2019, Villages Housing merged with City West Housing Trust to form a single housing association within the ForViva Group. The new housing association is called ForHousing.			
<b>Benefits to Council</b> Fitton Hill Community Voice gives residents influence over the management of the Fitton Hill estate. Community Voice also considers applications for funding from ForHousing’s Community Fund which helps support residents to deliver projects which benefit the local area. Attending Community Voice meetings will help Council nominees to understand the priorities of local people and build awareness of ForHousing’s contribution in the area. There will also be opportunities to influence service delivery including masterplanning and the development of local offers.			
<b>Commitment</b> Frequency – 4 times a year, once per quarter Time – Usually day time, weekday Duration – 2 hours			
<b>Financial Commitment (if any)</b> None			
<b>Attendance – Requirement</b> ForHousing have maintained places for Council nominees in its terms of reference for Community Voice.			

<b>West Oldham Children’s Centre District Advisory Board – 1 place RA</b> Contact: Elaine Worthington, Oldham Children’s Centres, c/o Medlock Vale Children’s Centre, Honeywell Centre, Hadfield Street, Hathershaw, Oldham, OL8 3BP Tel: 0161 470 4305 <a href="mailto:Elaine.Worthington@bridgewater.nhs.uk">Elaine.Worthington@bridgewater.nhs.uk</a>			
Lab 1			Notes
<b>H. Harrison</b>			

<p><b>Purpose</b> The District Advisory Board has oversight of and supports the District Children Centres</p>
<p><b>Benefits to Council</b> To ensure a high quality early years offer for families in Oldham</p>
<p><b>Commitment</b> To attend 1 meeting per quarter, attend any additional meetings, attend the Annual conversation.</p>
<p><b>Financial Commitment (if any)</b> None</p>
<p><b>Attendance – Requirement</b></p>

**OLDHAM METROPOLITAN BOROUGH COUNCIL****APPOINTMENT TO OUTSIDE BODIES – 2023-24****AGMA/GMCA APPOINTMENTS****RA – Ruling Administration****OPP – Opposition**

<b>GM Combined Authority – 1 place Leader + 1 sub</b> Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh Manchester City Council, Town Hall, PO BOX 532, M60 2LA			
Lab 1			Notes
<b>Shah</b>			
<b>Sub Taylor</b>			

<b>AGMA Executive Board – 1 place Leader + 1 sub</b> Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh Manchester City Council, Town Hall, PO BOX 532, M60 2LA			
Lab 1			Notes
<b>Shah</b>			AGMA Constitution changed from 2 subs to 1.
<b>Sub Taylor</b>			

<b>GM Health Scrutiny Committee – 1 place RA + 1 sub (non-cabinet members)</b> Contact: Sylvia Welsh Manchester City Council, Town Hall, PO BOX 532, M60 2LA <b>TO BE APPOINTED BY CORPORATE RESOURCES BOARD</b>			
Lab 1			Notes
<b>Moores</b>			Chair of Health Scrutiny or Scrutiny Members GM Political Balance
<b>Sub J. Harrison</b>			

<b>Statutory Functions Committee – 1 place RA + 1 sub</b> Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh Manchester City Council, Town Hall, PO BOX 532, M60 2LA			
Lab 1			Notes
<b>Dean</b>			Replicates GM Culture and Social Impact Fund Committee
<b>Sub</b>			

<b>GM Culture and Social Impact Fund Committee – 1 place RA + 1 sub</b> Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh Manchester City Council, Town Hall, PO BOX 532, M60 2LA			
Lab 1			Notes
<b>Dean</b>			Replicates Statutory Functions Committee
<b>Sub</b>			

<b>Christie Hospital NHS Foundation Trust – Council of Governors – 1 place RA Nomination (AGMA Executive to agree final membership)</b> Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh Manchester City Council, Town Hall, PO BOX 532, M60 2LA			
Lab 1			Notes
<b>Moore</b>			No nomination required Cllr Moore until 2025

<b>GMCA Audit Committee – 1 place RA Nomination (GMCA Executive to agree final membership)</b> Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh Manchester City Council, Town Hall, PO BOX 532, M60 2LA			
Lab 1			Notes
<b>McLaren</b>			Cannot be Leader

<b>Clean Air Charging Authorities Committee– 1 place RA plus Sub</b> Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh Manchester City Council, Town Hall, PO BOX 532, M60 2LA			
Lab 1			Notes
<b>Jabbar</b>			Executive Lead for Clean Air
<b>Sub</b>			

<b>Greater Manchester Pensions Fund Management Panel – 1 place RA Nomination (AGMA Executive to agree final membership)</b> Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh Manchester City Council, Town Hall, PO BOX 532, M60 2LA			
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Lab 1			Notes
<b>Jabbar</b>			Cabinet Member, same Member to be on both the Greater Manchester Pensions Fund Management Panel and the Greater Manchester Pension Fund Management/ Advisory Panel
<b>Sub Islam</b>			

**Integrated Care Partnership Board – 1 place RA Nomination + 1 sub**

Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 1			Notes
<b>Brownridge</b>			Suggest Leader and GMCA sub Member
<b>Sub M. Bashforth</b>			

**Draft Joint Development Plan – Places for Everyone Committee – 1 place RA Nomination + 1 sub**

Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 1			Notes
<b>Shah</b>			Leader & Substitute member
<b>Sub Taylor</b>			

**Peoples History Museum – 1 place - Nomination (AGMA Executive to agree final membership)**

Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 1			Notes
<b>Dean</b>			

**Halle – 1 place - Nomination (AGMA Executive to agree final membership)**

Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 1			Notes
<b>Dean</b>			

**Planning and Housing Commission – 1 place RA Nomination (AGMA Executive to agree final membership)**

Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 1			Notes
<b>Taylor</b>			Political Balance Rules Apply Lead Member for Housing
<b>Sub</b>			

**Police Crime and Fire Panel – 1 place RA Nomination + 1 sub**

Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 1			Notes
<b>Goodwin</b>			Cannot be Leader
<b>Sub Charters</b>			

**Police, Crime and Fire Steering Group – 1 place RA Nomination and sub**

Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 1			Notes
<b>Goodwin</b>			
<b>Sub Charters</b>			

**Greater Manchester Transport Committee – 1 place RA Nomination  
GMCA will be considering change to the Committee as a proposed Bee  
Network Committee. Leader will appoint if agreed on Friday 26<sup>th</sup> May  
2023**

Contact: Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 1			Notes
<b>Cllr E Taylor (subject to changes on Friday 26<sup>th</sup> May 2023)</b>			

**Transport for the North AND Rail North Committee Substitute for GM  
Mayor – 1 place RA nomination (to be appointed by GMCA)**

Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 1			Notes
<b>Taylor</b>			1 substitute from across GM to be appointed by GMCA

**Transport for the North Audit and Governance Committee – 1 place and 1 sub RA Nomination (To be appointed by the GMCA)**

Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 1			Notes
<b>Taylor</b>			
<b>Sub Mushtaq</b>			

**Transport for the North Scrutiny Committee – 1 place and 1 sub RA Nomination (To be appointed by the GMCA)**

Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 1			Notes
<b>Taylor</b>			
<b>Sub Mushtaq</b>			

**GM Waste and Recycling Committee – 2 places RA (To be appointed by the GMCA)**

Contact: Mrs S Mellor, Clerk of the GMWDA, Tel: 0161 770 1759. Clerk of the GMWDA, Churchgate House, 56 Oxford Street, Manchester M1 6EU [Sarah.Mellor@gmwda.gov.uk](mailto:Sarah.Mellor@gmwda.gov.uk)

Lab 2			Notes
<b>Charters Davis</b>			The Committee will have 15 members to ensure political proportionality and gender balance. Lead Exec Member for Waste where possible

**Purpose**

The Greater Manchester Waste Disposal Authority (the Authority) was established on 1st January 1986 to dispose of waste collected by its constituent Waste Collection Authorities (WCAs) (namely Bolton MBC, Bury MBC, Manchester CC, Oldham Council, Rochdale MBC, Salford CC, Stockport MBC, Tameside MBC and Trafford MBC) and provide household waste recycling centres (HWRCs) for the use of members of the public. Waste disposal is now a CA function.

**Benefits to Council**

It is a statutory requirement for the Council to be involved with the decision making processes of waste disposal.

**Commitment**

The Authority meets 5 times a year usually on the Friday morning (group meetings start from 9.30am. Some changes could be made in June at the GMCA AGM.

**Financial Commitment (if any)**

The Council pays a levy (through monthly instalments) to the Authority plus the Council is responsible for paying the Authority Member allowances.

**Attendance – Requirement**

**Clean Air Scrutiny Committee – 1 place and 1 sub RA**

Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 1			Notes
<b>Shuttleworth</b>			Cannot be a Member of Charging Authorities or Air Quality Committee
<b>Sub</b>			

**Air Quality Administration Committee – 1 place and 1 sub RA**

Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 1			Notes
<b>Jabbar</b>			Lead executive member for clean air

**GMCA Overview and Scrutiny Substitute Pool Nominations -6 nominations per District (3 members and 3 substitutes (6 nominations to comprise of 4 nominations (2 members and 2 substitutes) from the ruling party and 2 nominations (1 member and 1 substitute) from opposition parties)**  
**Cannot be a Member of GMCA or Transport**

**2 year appointment**

Contact: Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 2	Opp 1		Notes
<b>McLaren J. Harrison</b>	<b>Ghafoor</b>		
<b>2 sub Moores H. Harrison</b>	<b>1 sub</b>		



**GM Homelessness Programme Board – 1 place RA Nomination 1 SUB**

Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 1			Notes
<b>Taylor</b>			Lead Exec Member for Housing
<b>Sub Mushtaq</b>			

**Green City Region Board – 1 place RA Nomination**

Contact: Kerry Bond, Tel: 0161 234 3665 AND Sylvia Welsh  
Manchester City Council, Town Hall, PO BOX 532, M60 2LA

Lab 1			Notes
<b>Jabbar</b>			Lead Exec Member Carbon

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**OLDHAM METROPOLITAN BOROUGH COUNCIL****APPOINTMENT TO OUTSIDE BODIES – 2023-24****GM BODIES****RA – Ruling Administration****OPP – Opposition**

<b>Greater Manchester Forests Partnership – 2 places RA</b> Contact: Anne Carpenter, Finance & Admin Officer, Tel: 0161 872 1660. Red Rose Forest, 6 Kansas Avenue, Salford M50 2GL <a href="mailto:Anne@cityoftrees.org.uk">Anne@cityoftrees.org.uk</a>			
Lab 2			Notes
<b>Goodwin</b>			Usually Cabinet member for Planning and Environment
<b>Jabbar</b>			
<b>Purpose</b> The role of the GM Forests Partnership is to bring synergies and focus to a number of key areas for Greater Manchester including- Highlighting the importance of trees and woods for Greater Manchester for; <ul style="list-style-type: none"> <li>• climate change adaptation and mitigation</li> <li>• image and inward investment</li> <li>• community health</li> <li>• managing water quality and quantity</li> <li>• biodiversity</li> <li>• timber products</li> </ul> Supporting and championing the development of the Manchester: City of Trees movement			
<b>Benefits to Council</b> The Council may contribute via donations or on a commissioned project basis.			
<b>Commitment</b> The Group will meet on quarterly basis			
<b>Financial Commitment (if any)</b>			
<b>Attendance – Requirement</b>			

**Greater Manchester Pension Fund Management/Advisory Panel – 1 place RA**

Contact: Mrs C Eaton, Senior Democratic Services Officer, Tel: 0161 342 3050. Democratic Services, Tameside MBC, Room 8, Town Hall, King Street, Dukinfield, Tameside SK16 4LA [Carolyn.eaton@tameside.gov.uk](mailto:Carolyn.eaton@tameside.gov.uk)

Lab 1			Notes
<b>Jabbar</b>			Cabinet Member, same Member to be on both the Greater Manchester Pensions Fund Management Panel and the Greater Manchester Pension Fund Management/ Advisory Panel
<p><b>Purpose</b> To manage the pension fund</p>			
<p><b>Benefits to Council</b></p>			
<p><b>Commitment</b> The Greater Manchester Pension Fund Management/Advisory Panel meet 4 times in a municipal year. In addition to this, Members are appointed to Working Groups (usually 2 working groups per Member) which also each meet quarterly.</p> <p>Meetings are held at Guardsman Tony Downes House, 5 Manchester Road, Droylsden, Manchester. M43 6SF.</p> <p>Panel meetings usually commence at 10.00am and are approximately 2 ½ hrs in duration. Working Groups meetings have commence at a varying times – but are usually in the morning (Thursday/Friday) and can be anywhere between 1 – 2 ½ hrs duration, depending on the Group and the agenda.</p>			
<p><b>Financial Commitment (if any)</b></p>			
<p><b>Attendance – Requirement</b></p>			

**Improving Greater Manchester's Transport Governance****1.0 Introduction**

- 1.1 The creation of Greater Manchester's (GM's) integrated transport system, the Bee Network, will require a more coordinated and integrated approach to transport governance, that places accountability to local people at its heart.
- 1.2 Local control of our transport network, and bus franchising in particular, will change the type and number of decisions being made, therefore we need to change the make-up of our decision making bodies so that we can ensure GM's new responsibilities are discharged in an effective and transparent way.

**2.0 Current arrangements**

- 2.1 GMCA and the 10 Authorities have delegated some of their functions to the GM Transport Committee (GMTC) The functions delegated provide limited opportunities for GMTC to influence strategic decision making and therefore transport policy. Its role combines elements of both decision making around relatively minor issues and performance monitoring which is usually considered to be a scrutiny committee function. This has led to a lack of clarity both within and outside of the GM system.

**3.0 Principles for future governance**

- 3.1 To help shape our future governance, we have established seven principles that set out the requirements of any new structures. They should:
- Support shared ownership of the transport agenda across GM, informed by local priorities and driven by consensus.
  - Support an integrated approach to policy development to support the delivery of an integrated network.
  - Separate decision making and policy development from oversight and scrutiny.
  - Strengthen decision making, scrutiny and local involvement.
  - Be simplified and transparent.
  - Support enhanced member and public engagement.
  - Ensure delegation to officers to enable operational flexibility, as appropriate.

**4.0 The Way Forward**

- 4.1 In alignment with these principles, we propose:
- A new, smaller, and more strategically focussed 'Bee Network Committee' (BNC), which would lead transport decision making at a regional level, taking greater ownership and responsibility for the GM integrated transport network.
  - Strengthened local engagement by increasing opportunities for local councillors and members of the public to contribute to and influence transport policy and services in their area.
  - Formal scrutiny of the Bee Network Committee being part of the work programme of the newly strengthened GM Overview & Scrutiny Committee.

**4.2 The Bee Network Committee**

As with the present GMTC, the BNC would be structured as a joint committee, able to exercise decision making powers and develop policy on behalf of the CA, the Mayor and local authorities.

- 4.3 It is anticipated that the new committee would have no more than 15 members, as set out below:
- GM local authorities appoint one member each to ten places (expected to be the transport portfolio holder – see below).
  - GMCA appoints to one place.
  - The Mayor
  - Additional members appointed by Mayor for political balance (up to a maximum committee size of 15). Political balance will need to be reviewed following the local elections.
- 4.4 Local authorities would be expected to nominate their cabinet member with transport responsibility to the committee, or another councillor with decision making responsibility where more appropriate.
- 4.5 By bringing together executive members from across the city region, the BNC will be able to take a holistic and integrated view of transport in GM, and can better support and co-ordinate activity across district boundaries e.g. coordination of road works.
- 4.6 Functions of the new committee could include:
- Network Decisions – ‘Significant changes’ to franchised bus services or Metrolink services as part of regular multi-modal network reviews within an area e.g. introduction of a new service, withdrawal of a service, significant changes to service frequencies or connectivity, and changes to subsidised bus services before franchising is introduced in an area.
  - Funding Approvals – Draw downs for GM’s CRSTS Programme or Mayor’s Cycling and Walking Challenge Fund.
  - Policy and Strategy Development – e.g. GM Bus Plan, GM Rail ambitions, Bee Network Policy Review.
  - Reviewing fares, tariffs, charges and concessions in line with GMCA policy.
  - Supporting coordination between local authorities – e.g. Road Safety (inc. Vision Zero), Traffic and Works Management, Key Route Network management, Active Travel infrastructure delivery and Electric Vehicle Charging Infrastructure delivery.
  - Reviewing programmes – e.g. Active Travel, Customer Growth Strategy.
  - Ownership of pilots, consultation responses etc.
  - Other functions delegated by districts, GMCA and Mayor as appropriate.
- 4.7 The GMCA, would continue to approve:
- Transport Budgets.
  - The Local Transport Plan and any sub-strategies.
  - Metrolink and Bus Franchise contract awards and variations.
  - TfGM Exec and Non-Exec Appointments.
- 4.8 TfGM would make day-to-day operational decisions within agreed parameters and policies.

4.9 The TfGM Executive Board would retain responsibility for ensuring TfGM is set up to deliver the transport strategies, policies and interventions of the Transport Authority as directed by the Mayor, the GMCA, districts and BNC.

## **5.0 Strengthened member and public engagement**

5.1 A key part of these new governance arrangements will be an increased number of opportunities for local councillors and members of the public to influence transport policy and services in their area, in addition to existing channels. These will include:

- Opportunities for local members to inform reviews of the transport network, including regular reviews of the franchised bus network, through direct engagement and consultation.
- Virtual and in-person drop-ins established for local members to raise issues/concerns directly with TfGM officers.
- Opportunities for local members to input via Transport Exec Members represented on GMTC/Bee Network Committee.
- Opportunities for Districts to refer petitions regarding the transport network to the Bee Network Committee, providing they comply with the requirements of that District's petitions scheme.

## **6.0 Clear scrutiny arrangements**

6.1 As GM takes on new responsibilities and functions, it is important that scrutiny arrangements are appropriately strong. Under these proposals, the GMCA's single, integrated Overview & Scrutiny Committee will consider transport matters in one place, alongside other policy areas, allowing for integrated consideration of issues. This approach has been highlighted within the Government's recently published English Devolution Accountability Framework as an example of good practice.

## **7.0 Implementation**

7.1 Subject to Leaders' views, we intend to put forward these proposals and an updated terms of reference (currently in development) at the May meeting of the GMCA for approval.

7.2 If agreed, each GM authority will then need to approve the new terms of reference at its full council meeting and appoint an appropriate representative.

7.3 On conclusion of this process, we aim to hold the first meeting of the new Bee Network Committee in July 2023, prior to the first franchised bus services entering operation in September 2023.

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## Report to ANNUAL MEETING OF THE COUNCIL

### Council Constitution

**Officer Contact: Paul Entwistle – Director of Legal Services,  
Liz Drogan, Head of Democratic Services**

**24<sup>th</sup> May 2023**

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#### **Reason for Decision**

To invite the Annual Meeting of the Council to consider amendments to the constitution and to re-affirm the Council Constitution as a matter of good governance

#### **Recommendations**

That the Council re-affirms the Council Constitution, subject to the inclusion of revisions to the Council Procedure Rules, the Officer Scheme of Delegation, Responsibility for functions in respect of Employment Appeals, Scrutiny functions, the Planning Committee, Audit Committee and Charitable Trust Committee and Petitions Protocol as identified in this report or any further matters that might be agreed at this Annual Meeting.

**Council Constitution****1 Background**

- 1.1 While the Council's Constitution can be amended by the Council during the course of the Municipal Year, it is suggested that as a matter of good governance the Council should re-affirm the Council Constitution on an annual basis and revise where appropriate if there are organisational or legislative changes.
- 1.2 In considering the Council's Constitution, the Annual Meeting is asked to give consideration to the following matters –

**(a) Part 4A – Council Procedure Rules****1. Motions to Council**

At each Council meeting, members submit and debate Notices of Motions. This section of the agenda has for a number of years been separated into two items Administration Motions and Opposition Motions – each with a time limit of 30 minutes per item. The Opposition section was amended last year to reflect the fact that both main opposition groups had the same number of members. For this municipal year it is proposed that the rule 2.1.3 (j) should be amended to state “ The order of consideration of opposition motions would be in accordance with group size with one motion considered from each group sequentially and then from any non -grouped member but within the permitted period of 30 minutes “

Also, for the avoidance of any doubt, the rule in Part 8 of the constitution which states that public questions must be received before 12 noon two working days before the date of the meeting for meetings other than full Council should be referred in Rule 24 of the Council Procedure Rules.

**(b) Part 3 – Responsibility for Functions****1) Planning Committee (4.2 of Part 3)**

The wording of the terms of reference have been clarified as attached in Appendix 1 including a reference to minor applications involving the Council as applicant or land owner

**2) Employment Committee (4.8 of Part 3) and Appointments Committee ( 4.9 of Part 3 )**

The terms of reference have been amended to provide clarity that recruitment and appointments of Chief Officers are within the scope of the Appointments Committee. The terms of reference are attached at Appendix 1

**3) Employment Appeals**

Historically, elected Members have dealt with employment appeals, including against dismissal of staff. It is proposed that , further to consultation, this practice remains the same and that employment appeals are determined by the Appeals Committee.

#### **4) Scrutiny Committees**

Following a review of Scrutiny there is a proposal to change the structure in Oldham to ensure scrutiny has a clear role and focus within the organisation, an influential scrutiny function which is held in high regard by its many stakeholders, and which achieves measurable service improvements and adds value for the people of Oldham through a member led process of examination and review. Attached to this report in Appendix 1 are the proposed new Scrutiny Boards and proposed Terms of Reference: Four new Boards are proposed in line with the Council's Priorities:

- The Children and Young People Scrutiny Board
- The Adults Social Care and Health Scrutiny Board
- Place, Economic Growth and Environment Scrutiny Board
- The Governance, Strategy and Resources Scrutiny Board

#### **5) Charitable Trust Committee**

It is recommended for consistency that the Bishop's Park Trust and Failsworth Trust functions should be within the Charitable Trust Committee functions.

#### **6) Audit Committee (4.4 of Part 3)**

Revised terms of reference for the Committee are attached at Appendix 1 with a recommendation that it includes up to 3 independent members.

#### **7) Officer Scheme of Delegation**

The officer scheme of delegation has been reviewed and the delegations from the executive leader for inclusion in the constitution and those relating to non executive functions are included at Appendix 3.

#### **(b) Part 5 f Petitions Protocol**

The Petitions Protocol has been revised to reflect organisational changes and a revised protocol is attached at Appendix 2

## **2. Options/Alternatives**

- 2.1 Option 1 – To re-affirm the Council Constitution with amendments as outlined.  
Option 2 – Not to agree to re-affirm the Council Constitution.

## **3. Preferred Option**

- 3.1 Option 1 is the preferred option to ensure that the Council's governance framework remains valid.

## **4. Consultation**

- 4.1.1 Discussions have taken place with members and officers .

## **5. Financial Implications**

5.1 N/A

**6. Legal Services Comments**

6.1 Legal comments are provided in the body of the report.

**7. Co-operative Agenda**

7.1 N/A

**8. Human Resources Comments**

8.1 N/A

**9 Risk Assessments**

9.1 N/A

**10 IT Implications**

10.1 N/A

**11 Property Implications**

11.1 N/A

**12 Procurement Implications**

12.1 N/A

**13 Environmental and Health & Safety Implications**

13.1 N/A

**14 Equality, community cohesion and crime implications**

14.1 N/A

**15 Equality Impact Assessment Completed?**

15.1 No

**16 Key Decision**

16.1 No

**17 Key Decision Reference**

17.1 N/A

**18 Background Papers**

18.1 None.

**19 Appendices**

- 19.1 Appendix 1 – Terms of Reference  
Appendix 2 – Petitions Protocol  
Appendix 3 - Officer scheme of delegation

## **Appendix 1**

### **Planning Committee**

The Planning Committee will undertake Council (or 'non-executive') functions as defined in Part A of Schedule 1 of the Local Authorities (Functions and Responsibilities) Regulations 2000 (as amended) in respect of planning applications and related matters as follows:

1.
  - a) Applications for minerals or waste development.
  - b) The provision of (i) 20 or more dwellings; or (ii) residential development on a site area of 1 hectare or more.
  - c) The provision of a building or buildings where the floor space to be created by the development is 1000 square metres or more.
  - d) Retail, commercial, industrial, or other development on a site having an area of 1 hectare or more.
2. Applications which require an environmental statement.
3. Applications which are notifiable departures from the Council's Development Plan, other than applications which the Executive Director for Place and Economic Growth is minded to refuse.
4. Applications to be considered under the referral procedure or referred at the discretion of the Head of Planning –
5. Applications submitted by a Councillor, senior Council Officer (Officers on senior manager pay grade and above) or a member of staff employed within the Planning and Development Management service area, or by an immediate family member or partner of these persons, which would otherwise be delegated to the Executive Director, Place and Economic Growth.
6. Applications to remove or vary conditions where the relevant planning condition was agreed by the Planning Committee in addition to those recommended in the Officer's report.
7. Consultations from adjoining local authorities, including the Peak District National Park Authority, which fall into the categories 1 (a-d) above, where an objection is raised to the proposed development.
8. The nomination of a Member of the Committee to represent the Council at any subsequent hearing or inquiry where the decision was made contrary to Officer advice.
9. Major applications involving the Council either as applicant or land owner
10. Minor applications involving the Council either as applicant or land owner where that application does not accord with the adopted Development Plan or there has been objection received to the application."

## **Employment Committee**

- 4.8.1 The Employment Committee will, in pursuance of the Council or 'non-executive' function relating to the power to appoint staff, (except Chief and Deputy Chief Officers which is reserved to the Appointments Committee) and terms on which they hold office (including procedures for their dismissal) as defined in Schedule 1 to the Local Authorities (Functions and Responsibilities) Regulations 2000 (as amended), with reference to s112 of the Local Government Act 1972 –
- (a) Determine all local terms and conditions matters which are referred to them by the Chief Executive after consideration by the Local Negotiating Joint Consultative Committee.
  - (b) Determine all matters related to the Council's Reward Strategy.
- 4.8.2 The Employment Committee shall be consulted on the Council's Workforce Strategy.
- 4.8.3 The Employment Committee will establish a Sub-Committee to consider Stage 1 hearings under the Chief Executive Grievance Procedure.
- 4.8.4 The Employment Committee will establish a Sub-Committee (the 'Disputes Committee') with full delegated powers of the Council and the Executive (through a delegation from the Leader of the Council to the Executive Member(s) of the Disputes Committee) to resolve declared collective disputes.
- 4.8.5 The Employment Committee will establish a Sub-Committee (the 'Investigation and Disciplinary Committee with full delegated powers of the Council to, pursuant to Schedule 1 of the Local Authorities (Standing Orders) Regulations 2001 and subject to the requirements of the Council's Employment Procedure Rule, –
- (a) Make recommendations to Council as to the dismissal of the Head of Paid Service, Monitoring Officer and Chief Finance Officer;
  - (b) Take disciplinary action short of dismissal against the Head of Paid Service, Monitoring Officer and Chief Finance Officer;
  - (c) To suspend and keep under review the suspension of the Head of Paid Service, Monitoring Officer and Chief Finance Officer (other than in emergency situations requiring immediate suspension);
  - (d) To take disciplinary action up to and including dismissal against Chief Officers (as defined by the Local Government and Housing Act 1989 but with the exception of the Monitoring Officer and Chief Finance Officer);
  - (e) To take disciplinary action up to and including dismissal against such Deputy Chief Officers (as defined by the Local Government and Housing Act 1989) as determined by the Appointments Committee.

### **4.8.6 Employment Committee Sub-Committees**

- (a) The Sub-Committee established to consider Stage 1 hearings under the Chief Executive Grievance Procedure shall comprise three or five Members on a politically balanced basis, it being noted that involvement at this stage might exclude those Members from involvement in later stages or processes should the matter progress.
- (b) The Sub-Committee established to act as the Dispute Committee shall comprise five members, one of whom must be an executive member with powers to act, on a politically balanced basis.
- (c) The Sub-Committee established to act as the Investigation and Disciplinary Committee shall comprise three members, one of who must be an executive member, on a politically balanced basis.

#### **4.9 Appointments Committee**

- 4.9.1 The Appointments Committee shall, pursuant to Schedule 1 of the Local Authorities (Standing Orders) Regulations 2001 and subject to the requirements of the Council's Employment Procedure Rules –
- 4.9.2 Agree to the recruitment to posts of Chief Officer and the statement specifying the duties of the post, any qualifications, or qualities to be sought in the person to be appointed, and arrangements for the post to be advertised.
- 4.9.3 Determine whether recruitment to individual posts of Deputy Chief Officer or the discipline of individual Deputy Chief Officer postholders is to be undertaken either by elected Members or by or on behalf of the Head of Paid Service;
- 4.9.4 Agree to the recruitment to such posts of Deputy Chief Officer as being subject to recruitment by elected Members, the statement specifying the duties of the post, any qualifications or qualities to be sought in the person to be appointed, and arrangements for the post to be advertised;
- 4.9.5
  - (a) Longlist, shortlist and interview for the post of Head of Paid Service/Chief Executive and recommend an appointment to Council;
  - (b) Longlist, shortlist, interview and appoint to the posts of Chief Officer (as defined by s2 of the Local Government and Housing Act 1989);
  - (c) Longlist, shortlist, interview and appoint to such posts of Deputy Chief Officer (as defined by s2 of the Local Government and Housing Act 1989)
  - (d) Power to appoint Chief Officers and Deputy Chief Officers staff, and to determine the terms and conditions
- 4.9.6 The Appointments Committee will be the 'deciding committee' for the purposes of JNC Chief Officers and the making of representations prior to any potential redundancy situation.



## OVERVIEW AND SCRUTINY COMMITTEES

### 5.1 Committees and Memberships

5.1.1 The Council has established the following Overview and Scrutiny Committees with memberships and quoracy arrangements as follows -

<b>Committee</b>	<b>Membership</b>	<b>Quorum</b>
The Children and Young People Scrutiny Board	8 Non-Executive Council Members	3 Members
The Adults Social Care and Health Board	8 Non-Executive Council Members	3 Members
The Place, Economic Growth and Environment Board	8 Non-Executive Council Members	3 Members
The Governance, Strategy and Resources Board	8 Non-Executive Council Members	3 Members

5.1.2 There are four co-opted members comprising two Church representative and two parent governor representatives who may speak and vote at an Overview and Scrutiny Board only when education matters are being considered.

5.1.3 The Terms of Reference for each of the above Committees are as follows.

#### **The Children and Young People Scrutiny Board**

The Children and Young People Scrutiny Board will look at the how the Council fulfils its strategic priority of A great start and skills for life:

This strategic outcome aims to:

- increasing the number of quality school and college places for Oldham's young people,
- expanding youth activities outside of school,
- improving post-16 education and training, so everyone has options to help them increase their skills and knowledge.

Areas covered by the Children and Young People Scrutiny Board in scrutinising how the Council meets this strategic outcome could include:

- Educational achievement
- School performance
- Healthy lifestyles
- Youth service
- Looked after children
- Early Help
- Children's Social Care

- Child Protection
- School Attendance and Exclusions
- School leavers' progression to further education and training
- Healthy schools
- Take-up of sporting and cultural opportunities
- Increased involvement of young people in developing services
- Education, employment and training for care leavers
- Children's Centres
- Young people's fear of crime
- Youth Offending
- Freedom from poverty
- Youth Justice Plan
- Children's and Young People Strategic Plan
- HE provision including Oldham College and UCO

The Board will also include Co-opted Members Voting and representation from The Youth Council.

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

Roman Catholic representative

Church of England representative

Parent Governor representative (Primary)

Parent Governor representative (Special) Parent Governor representative (Secondary)

**Co-opted Members non-voting**

Teacher representatives

Early Years Development and Childcare representative

Youth Work representative

**The Adult Social Care and Health Scrutiny Board**

The Adult Social Care and Health Board will look at the how the Council fulfils its strategic priority of Healthy, safe and well supported residents Looking after our most vulnerable residents, keeping people safe and healthy are crucial responsibilities of any local authority focusing on services for adults and public health services to monitor progress towards improving health, lifestyles and quality of care across the Borough; and providing oversight of integration and partnership working within and between the council and health bodies. The Board will also oversee the active lifestyle related functions and activity across the Borough. The Board will review and scrutinise the commissioning and delivery of local health and social care services in Oldham to ensure reduced health inequalities, access to services and the best outcomes for local people.

The Board will discharge its statutory duties to:

- the review and scrutiny of any matter relating to the planning, provision and operation of the health service in the Council's area.
- the making of reports and recommendations to relevant NHS bodies and health service providers.

- responding to proposals and consultations from NHS bodies in respect of substantial variations in service provision and any other major consultation exercises.
- referral of comments and recommendations on proposals referred to the Committee by a relevant NHS body or relevant service provider to the Secretary of State if considered necessary; and
- all matters relating to Healthwatch.

Areas covered by the Adults Social Care and Health Scrutiny Board in scrutinising how the Council meets this strategic outcome could include:

- Adult Social Care
- Adult Safeguarding
- Public Health
- Integrated Care
- All Health related matters including Children's Health
- Scrutiny of NHS and NHS providers including NCA
- S.75 arrangements
- GP services
- Health and Wellbeing Board, including the development, implementation, review and monitoring of the Joint Strategic Needs Assessment and the Health and Wellbeing Strategy.
- Adult and Health Services Budget Outturn
- Review of provision of Health Services
- Leisure Offer
- Place Based Working
- arrangements made by the authority for public health, health promotion, health improvement and for addressing health inequalities

### **The Place, Economic Growth and Environment Scrutiny Board**

The Place, Economic Growth and Environment Board will look at how the Council fulfils 3 strategic priorities and is also responsible for reviewing and scrutinising the exercise by risk management authorities of flood risk management functions which may affect the Borough of Oldham and to exercise the functions of a crime and disorder committee including the following:

- a) To review or scrutinise the exercise of crime and disorder functions by responsible authorities and
- b) To review or scrutinise any local crime or disorder matter raised by a Member.

### **Better jobs and dynamic businesses**

The strategic outcomes are:

Providing the infrastructure to make Oldham a great place to spend time, and somewhere to open and grow a successful business.

Investments in the next three years include:

- the redevelopment of Spindles, a new performance space and a town centre park
- support for residents to help them into good jobs through Get Oldham Working
- increasing the amount the council spends with local companies, to maximise the impact of the Oldham pound.

### **Quality homes for everyone**

The strategic outcomes are:

To work with developers and housing associations to deliver the affordable homes that our residents need, and support renters to defend their rights. Over the next three years we will

- increase the number of high-quality homes that are affordable and meet residents' needs,
- support tenants to fight back against rogue landlords,
- enable improvement to home insulation to help protect residents from rising energy prices.

### **A clean and green future**

The strategic outcomes are:

Responding to the climate emergency and keep Oldham clean and tidy.

- support the borough's growing green industry, as part of making the borough carbon neutral by 2030,
- improve our green spaces, including Northern Roots,
- continue our Don't Trash Oldham campaign, so our residents have neighbourhoods to be proud

Areas covered by the Place, Economic Growth and Environment Scrutiny Board in scrutinising how the Council meets this strategic outcome could include:

- Spindles Development
- Planning
- Housing
- Housing Strategy
- Don't Trash Oldham Campaign
- Northern Roots
- New Performance Space
- Get Oldham Working
- Town Centre Park
- Local procurement and value for money
- Social
- Solar Farm
- Green energy
- Climate Emergency
- Community Safety
- Crime and Disorder
- Licensing and Gambling Policies (respective 2003 and 2005 Acts);

- Plans and Strategies which together comprise the Local Plan – Core Strategy;
- Community Safety and Cohesion Partnership Strategy;

### **The Governance, Strategy and Resources Scrutiny Board**

The Governance, Strategy and Resources Board role includes the scrutiny of key policy items, the annual budget proposals, proposals with significant service and or budgetary implications, risk and performance. The Board will also scrutinise particular proposals being developed at the Greater Manchester level and by the Council's strategic partners, considering the implications for the Borough and for the Council.

The Board will also monitor and hold to account the performance of service delivery within Oldham Council and of strategic partners etc with particular reference to the Corporate Plan and all other strategic plans and monitor organisational risk.

Areas covered by the Governance, Strategy and Resources Board in scrutinising how the Council meets the required outcomes could include:

- Oldham Plan (sustainable community strategy);
- The Council's Corporate Plan;
- Fair Employment Charter;
- Integrated Commissioning Framework; and
- Pay Policy Statement.
- Performance monitoring including performance reports
- Risk reports – Governance
- Annual Budget Setting
- To scrutinise the financial performance of the Council against the approved budget and efficiency savings identified
- To scrutinise issues identified as requiring improvement by external assessors (with the exception of social care matters) ensuring that there is appropriate statutory representation of co-opted members in respect of education matters.
- In reviewing the performance of Council and other services, to scrutinise plans for improvement where performance is weak and to maintain oversight until performance improves.
- The Scrutiny Board (Governance, Strategy and Resources) is the allocated residual responsibility for any function not otherwise allocated to a Scrutiny Board.

## 4.4 Audit Committee

4.4.1 The Audit Committee will undertake the following Council (or 'non-executive') function as defined in Schedule 1 to the Local Authorities (Functions and Responsibilities) Regulations 2000 (as amended) –

- a) Duty to approve the authority's statement of accounts, income and expenditure and balance sheet, or record of payments and receipts (as the case may be).

4.4.2 The Audit Committee shall, having regard to the CIPFA 'audit committee' guidance. In this regard it will:–

- a) be responsible for oversight of the Council's Internal Audit arrangements and will;
  - (i) approve the Internal Audit Charter, the Annual Audit Plan and performance criteria for the Internal Audit Service;
  - (ii) review summary findings and the main issues arising from internal audit reports and seek assurance that management action has been taken where necessary;
  - (iii) review and agree any improvements to the effectiveness of the anti-fraud and corruption arrangements throughout the authority;
  - (iv) consider the annual report from the Chief Internal Auditor;
  - (v) review the activities, processes and procedures of the Council having regard to the demonstration of an economic, efficient and effective use of resources and the delivery of Value for Money to Council Tax payers; and
  - (vi) review the effectiveness of the system of Internal Audit on an annual basis as per statutory requirements and the outcome of the review of compliance with Public Sector Internal Audit Standards.
  - (vii) Oversee the implementation of any recommended improvements where appropriate
- a) be responsible for oversight of the Council's relationship with the External Auditor, including consideration of
  - (i) the External Audit Plan of Work;
  - (ii) the external auditor's Audit Completion Report;
  - (iii) relevant reports issued by the External Auditor (with the exception of Public Interest reports and Statutory Recommendation reports made under Section 24 Schedule 7 of the Local Audit and Accountability Act 2014); and
  - (iv) issues arising from the audit of the Annual Statement of Accounts.
  - (v) Independent reviews undertaken by the Financial Reporting Council
- b) review Financial Procedure Rules and Contract Procedure Rules and make recommendations to the Council as to any changes considered necessary to those documents and procedures.

- c) undertake the following activities in respect of corporate governance –
  - (i) approve the local code of corporate governance;
  - (ii) assess the effectiveness of the authority's corporate governance arrangements;
  - (iii) review the Annual Governance Statement and the progress made by the Council to address issues identified as risks when the financial statements are prepared;
  - (iv) liaise, as necessary, with the Standards Committee on any matter(s) relating to the Codes of Conduct for both Members and Officers;
  - (v) review Partnership and Project Governance within the Council;
  - (vi) monitor compliance with data protection legislation;
  - (vii) review the annual Treasury Management Strategy and policies and procedures and make recommendations to the responsible body; and
  - (viii) review Treasury Management reports and make recommendations to the responsible body including update/changes to procedures.

4.4.3 The Audit Committee shall undertake the following activities in respect of Risk Management –

- a) assess the effectiveness of the Authority's Risk Management arrangements;
- b) review progress on the implementation of Risk Management arrangements throughout the authority; and
- c) consider the Corporate Risk Register on a regular basis to review the level of risk being faced by the Authority, review the progress made by the Council to address the risks identified to minimize the financial, operational and reputational impact to the Council
- d) consider the adequacy of resources available to manage the financial impact of a failure in risk management.

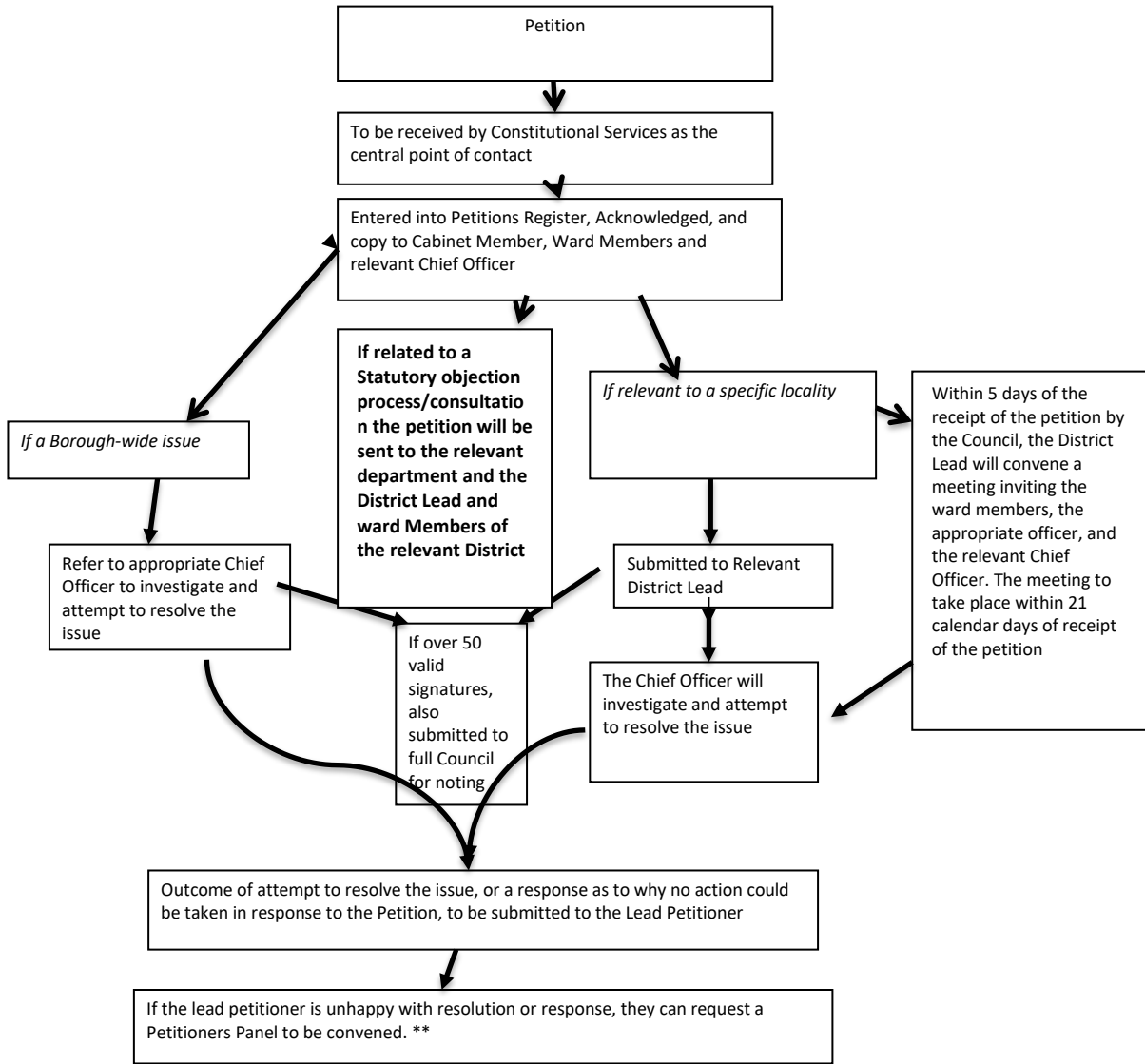
4.4.4 The Audit Committee shall undertake the following activities in respect of Information Governance.

- a) Assess the effectiveness of Information Governance policies and procedures
- b) Receive updates on key issues from the Council's Senior Information Risk Owner

**Appendix 2**



**PART 5F – PETITIONS PROTOCOL**



\*\* - In order to resolve / respond appropriately, informal Petitioners Meetings could take place between officers and the Lead Petitioner if needed to clarify issues.  
 \*\* - Action agreed by a Petitioners Panel is to be processed by the relevant if it is an executive decision which has not been agreed, the Cabinet Member may invoke section 8.2 of the Scheme of Delegation.

Note: Outcome of decisions to be entered into the Council's decision recording system.

Full Council will debate a petition of more than 4,000 valid signatures

No petition will be considered twice in a six month period

## **Appendix 3**

### **9. OFFICER SCHEME OF DELEGATION**

#### **Section 9A – Introduction and principles**

#### **1. Introduction**

- 1.1 Non-executive functions of the Council may be delegated to Officers by the Council, Committees and Sub-Committees under Section 101 of the Local Government Act 1972.
- 1.2 Executive functions of the Council may be delegated to Officers by the Leader of the Council ("the Leader") and, unless directed otherwise by the Leader, by the Cabinet, Cabinet Committees and Individual Cabinet Members under s9E of the Local Government Act 2000.
- 1.1 "Function" for these purposes is to be construed in a broad and inclusive fashion and includes the doing of anything which is calculated to facilitate or is conducive or incidental to the discharge of any of the specified functions within the confines of the law or the Constitution.
- 1.2 This Scheme of Delegation is set out as far as possible in terms of broad areas of responsibility rather than in specific statutory terms, other than the allocation of non-executive functions as defined by the Local Authorities (Functions and Responsibilities) Regulations 2000 as amended. As a principle, all functions that are not reserved to the Council or a Council Committee, or to the Cabinet or a Cabinet Committee or an individual Cabinet Member are delegated to the Chief Executive, the Deputy Chief Executive, the Executive Director and/or other specified senior Officer.

#### **2. Principles of Officer delegated decision making**

- 2.1 The fact that a function has been delegated to the Chief Executive, the Deputy Chief Executive, the Executive Director, the Assistant Chief Executive, the Managing Director or the Directors of Adult Social Services, Legal, Finance or Public Health, does not necessarily require that Officer to give the matter their personal attention and they may generally arrange for such delegation to be exercised by an Officer of suitable experience and seniority. Proper officer functions may be exercised by officers duly authorised acting in the name of the Proper Officer. Exceptions to this are
  - if the law or the Constitution specifically requires a particular Officer to take the decision; or
  - key decisions must be taken personally by the Chief Officer they are delegated to.

- 2.2 Where the Chief Executive or a Chief Officer has arranged for a delegation to be exercised by another Officer, the Chief Executive or that Chief Officer remains responsible for any decision taken pursuant to such arrangements.
- 2.3 A Council Committee or Sub-Committee may from time to time delegate functions to the Chief Executive. A Council Committee means any Committee or Panel established by the Council. A Council Sub-Committee means any Sub-Committee or Panel established by a Council Committee.
- 2.4 The Chief Executive, the Deputy Chief Executive, the Executive Director, the Managing Director or the Directors of Adult Social Services, Legal, Finance or Public Health may consider in respect of any matter that the delegated authority should not be exercised and that it should be referred to the Council, a relevant Council Committee, or the Cabinet for consideration.
- 2.5 Where a function has been delegated to an Officer by the Council, a Council Committee or Sub-Committee, or the Leader of the Council or other executive body, the body or person that made the delegation may take back the power at any time.
- 2.6 A Cabinet Member may direct that a delegated executive authority should not be exercised by the Officer and that the matter should be referred to the Cabinet or an appropriate Cabinet Committee, Sub-Committee or Board for consideration.
- 2.7 Where a decision is delegated to an Officer in consultation with an elected Member, the law requires that the discretion of the Officer is not fettered.
- 2.8 In exercising their delegated authority, Officers must consult with Members and other Officers, as appropriate. This must include the Monitoring Officer (Director of Legal) and Chief Finance Officer (Director of Finance), and Officers must have regard to any advice given.
- 2.9 Officers should be aware of the requirements to publish a record of certain decisions and supporting papers in accordance with Access to Information Procedure Rules at Part 4B of the Council's Constitution.
- 2.10 The principals and processes for individual decision making are considered further at Section 11 to this Part.

## **Section 9B - General Delegations to Officers**

### **1. General delegations to Officers**

1.1 The Chief Executive, the Deputy Chief Executive, the Executive Director, the Assistant Chief Executive, the Managing Director, the Directors of Adult Social Services, Legal, Finance or Public Health or other named Officer shall have power to carry into effect without reference to the Council or the Executive, matters of day to day management and administration of the services for which they are responsible and incurring expenditure for such purpose and taking such action as is necessary within corporate policies.

#### **1.1.1 Financial**

To comply with all the requirements of Financial Procedure Rules at Part 4F of the Council Constitution, to ensure that the proper financial controls are maintained, and to act in accordance with the following matters specifically delegated therein –

- General responsibilities of Deputy Chief Executive, the Assistant Chief Executive, the Executive Director, Service Managing Directors, Directors and Heads of Service. (1.16-19);
- Deputy Chief Executive, the Assistant Chief Executive, the Executive Director, Managing Directors, Directors and Heads of Service to draft service plans and budgets (2.12);
- Deputy Chief Executive, the Assistant Chief Executive, the Executive Director, Managing Directors, Directors and Heads of Service to control income and expenditure (2.17);
- Deputy Chief Executive, the Assistant Chief Executive, the Executive Director, Managing Directors and Directors to managing budgets, delegate authority and review budgets (2.19 – 21);
- Deputy Chief Executive, the Assistant Chief Executive, the Executive Director, Managing Directors and Directors to establish sound arrangements for their operations and achieving financial performance targets (2.34);
- Deputy Chief Executive, the Assistant Chief Executive, the Executive Director, Managing Directors and Directors to assist in the closure of their Directorate accounts (2.37);
- Deputy Chief Executive, the Assistant Chief Executive, the Executive Director, Managing Directors and Directors to approve virement within prescribed limits and circumstances and to notify the relevant Portfolio Holder(s) and the Director of Finance accordingly (3.5);
- Heads of Service to undertake duties to manage capital programmes and projects in consultation with/as specified by the Director of Finance and in accordance with Financial and Contract Procedure Rules (4.13-14, 16-19, 21);
- Heads of Service to comply and adhere to the Council's financial systems and procedures as set by the Director of Finance (5.2-6, 8-9);

- Deputy Chief Executive, the Assistant Chief Executive, the Executive Director, Managing Directors and Directors to ensure systems are registered in accordance with data protection legislation and staff are aware of responsibilities under freedom of information legislation (5.7);
- Deputy Chief Executive, the Assistant Chief Executive, the Executive Director, Managing Directors and Directors must respond to Internal Audit and Counter fraud requests for progress and status updates (6.6);
- Chief Executive, Deputy Chief Executive, the Assistant Chief Executive, the Executive Director, Managing Directors and Directors to ensure members and Officers are aware of the Council's Anti-Fraud and Anti-Corruption Strategy and of the Whistleblowing Policy, operate in a way that maximises internal check against inappropriate behaviour; and are able to undertake training on preventing fraud (6.10);
- Heads of Service to notify Director of Finance concerning loss or irregularity concerning cash, stores or other property or any suspected financial irregularity (6.11);
- Heads of Service responsibilities concerning risk and insurance, including in the event of an insurance claim or occurrence (7.2-4);
- Head of Service responsibilities for the care and custody of assets and contingency plans for those assets in the event of disaster, significant event or system failure (8.1-2);
- Heads of Service responsibilities for recording and checking of stock (8.5-7);
- Heads of Service responsibilities for the maintenance of inventories (8.8-12);
- Heads of Service responsibilities for advising Director of Finance of matters concerning the Asset Register (8.14-16);
- Heads of Service responsibilities ensuring that all staff are aware of and comply with responsibilities under the law and Council procedures concerning the security of information (9.4);
- Heads of Service responsibilities concerning customer/client property and lost property (9.5-7);
- Heads of Service responsibilities relating to imprest accounts (11.7-10);
- Heads of Service responsibilities for the collection and banking income, the recording and investigating of discrepancies, determination of satisfactory credit status if credit is given (12.5-15);
- Deputy Chief Executive, the Assistant Chief Executive, the Executive Director, Managing Directors and Directors to identify employees to act on their behalf, within limits, in respect of income collection, raising orders (12.16, 13.8);
- Write-off of debts (within the remit of this Part) –
  - Individual debts £60 up to £2,500 by the Head of Service
  - Individual debts up to £5,000 by the Director of Finance. (12.17);
- Heads of Service to identify Officers authorised to raise requisitions etc to set limits and to notify the Director of Finance (13.9);

- Deputy Chief Executive, the Assistant Chief Executive, the Executive Director, Managing Directors and Directors responsible for ensuring payment of undisputed invoices within 30 days from receipt of invoice (13.18); and
- Heads of Service responsibilities regarding the appointment of staff and the maintenance of related records (15.1-4).

### 1.1.2 **Contractual**

To comply with all the requirements of Contract Procedure Rules at Part 4G of the Council Constitution to ensure that the proper contractual procedures are maintained in entering contracts, and to act in accordance with the following matters specifically delegated therein –

- Deputy Chief Executive or the Assistant Chief Executive, the Executive Director, Managing Directors to be satisfied as to adequate budget provision and necessary consents before entering into contracts (1.6);
- Deputy Chief Executive or the Assistant Chief Executive, the Executive Director, Managing Directors to ensure that the Directors of Legal and Finance are consulted throughout the procurement process where contract is a key decision (1.7);
- Deputy Chief Executive or the Assistant Chief Executive, the Executive Director, Managing Directors, in consultation with the Director of Legal, to determine exemptions from Contract Procedure Rules (1.10.2, 21);
- Deputy Chief Executive or a the Assistant Chief Executive, the Executive Director, Managing Directors to take immediate action in the event of a failure to comply with Contract Procedure Rules and inform and consult the Director of Legal (1.12);
- Deputy Chief Executive, the Assistant Chief Executive, the Executive Director and Managing Directors to comply with delegations relating to Award of Contracts (14); and
- Deputy Chief Executive or the Assistant Chief Executive, the Executive Director or Managing Directors to comply with requirements relating to claims arising from contracts and provide mandatory information for the Contracts Register (19)

### 1.1.3 **General Management**

- a) Media
  - To produce statements (or appoint a nominee to approve statements) to the communications team dealing with the work of the Department within the policy framework of the Council.
- b) Miscellaneous
  - To authorise and appoint employees possessing such qualifications as may be required by law or in accordance with the Council's policy, to take samples, carry out inspection, enter premises and generally perform the functions of a duly authorised Officer of the Council (however described)

and to issue any necessary certificates of authority or issuing of notices or orders.

- To serve requisitions for information as to the ownership of property under the various statutory provisions where necessary.
- To sign and serve documents and notices on behalf of the Council.

#### 1.1.4 Personnel

##### a) Personnel Policies

- The Assistant Chief Executive (or such Officer who is senior Officer with responsibility for HR) shall have authority to determine all policy matters in relation to staffing, including consultation and industrial relations arrangements (but excluding appeals and individual disciplinary matters).

##### b) Dispute Resolution

- In the event that the Deputy Chief Executive or the Executive Director Place and Economic Growth or other Chief Officer or nominee is unable to reach agreement following required consultation on any matter, the matter will be referred to the Chief Executive/Head of Paid Service for advice or recommendation for resolution of the issue, including referral to the Disputes Committee.

##### c) Suspension

- The Assistant Chief Executive (or such Officer, other than the Head of Paid Service, Monitoring Officer or Chief Finance Officer, who is most senior Officer with responsibility for HR), in consultation with the Leader of the Council has power to suspend the Head of Paid Service, Monitoring Officer or Chief Finance Officer with immediate effect in an emergency situation.
- The Assistant Chief Executive (or such Officer, other than the Head of Paid Service, Monitoring Officer or Chief Finance Officer, who is most senior Officer with responsibility for HR), has authority to take all actions to progress any investigations into the conduct of the Head of Paid Service, Monitoring Officer or Chief Finance Officer, as the case may be, or other actions as may be required, following the suspension of one or more of those Officers.
- The Chief Executive has the power to suspend Chief Officers.

##### d) Early Release

- Applications for early release are to be authorised by the Assistant Chief Executive or nominee with responsibility for HR and the Director of Finance.

The following are delegated to the respective Chief Executive, Deputy Chief Executive, Executive Director, Assistant Chief Executive, Managing Director or other Directorate Chief Officer who must ensure that any action is managed within the Directorate's bottom line budget.

e) Appointments

- To appoint employees unless the appointment falls within the responsibility of the Appointments Committee (i.e. Chief Officers and such Deputy Chief Officers as might be determined by the Appointments Committee).
- To appoint employees or contractors on a temporary basis to provide cover for absences of employees or to cater for peaks in workload. Such employees should be employed on terms set out in guidelines issued by the Assistant Chief Executive or nominee.
- To approve removal expenses for an employee taking up employment with the Council in accordance with the Council's Removal and Relocation Scheme.

Each Directorate Scheme of Delegation should specify the level of Officers with powers to appoint and dismiss.

f) Departmental Structure

- To deploy existing employees within the overall structure of the Directorate.
- To agree changes to staffing structures except where either
  - the restructure is deemed to be 'significant' where the Chief Executive will make decisions in consultation with Director of Finance and Assistant Chief Executive; or
  - the restructure involves the re-grading of posts and/or the creation and grading of new posts in which case the decision must be taken subject to prior consultation with the Assistant Chief Executive or nominee (as lead Officer for HR matters) and the Director of Finance or nominee.
- To undertake prior consultation with all appropriate parties affected by a staffing structure proposal, notably the Trades Unions, prior to a decision being made.
- To authorise the filling of the vacant half of a job share post following the resignation of one of the job-share partners.
- To authorise career grade progression for relevant employees in line with previously agreed criteria.

g) Discipline and Dismissal

- To discipline and dismiss employees with the exception of Chief Officers and such Deputy Chief Officers as might be determined by the Appointments Committee.

Each Directorate Scheme of Delegation should specify the level of Officers with powers to discipline and dismiss.

h) Additional Payments

- To approve acting up payments, e.g. honoraria in line with guidelines issued by the Assistant Chief Executive or nominee.
- To authorise merit increments and ex-gratia payments in line with guidelines issued by the Assistant Chief Executive or nominee.
- To approve non-contractual overtime payments to employees.



- To request the Director of Finance to approve the making of loans for car purchase to employees who are approved as essential car users.
  - To enter into compromise agreements with employees subject to approval of the Assistant Chief Executive and Director of Finance.
- i) Allowances
- To approve eligibility for essential and casual car allowances within an overall car allowance scheme approved by Council.
  - To approve the payment of a telephone allowance to applicable employees.
- j) Special Leave
- To authorise time off for public duties in line with guidelines issued by the Assistant Chief Executive under the Directorate Scheme of Delegation.
  - To authorise carer's leave for sick dependents in excess of 5 days subject to such decisions being notified to the Assistant Chief Executive or representative.
  - To authorise a leave of absence without pay for a maximum of 30 working days per year. This can be extended up to 3 months in consultation with the Assistant Chief Executive or nominee.
  - To authorise all other requests for special leave in line with the guidelines issued by Assistant Chief Executive or nominee.
- k) Miscellaneous
- To authorise employees to attend courses.
  - To approve claims for damages to employees' personal effects, clothing and motor vehicles in accordance with guidelines issues by the Director of Finance.
  - To authorise employees taking up additional employment outside the Council in line with National Terms and Conditions of Service and the provisions of the Council's Code of Conduct.
  - The authorisation of secondments

## Section 9C - Delegations to Specific Officers

### Chief Executive

1. The Chief Executive is the Council's designated 'Head of Paid Service' for the purposes of s4 of the Local Government and Housing Act 1989 and shall fulfil all the statutory duties of that post.
2. The Chief Executive is authorised to discharge any function of the Council and of the Executive, including civic and ceremonial functions of the Council, executive functions and such functions as defined in the Local Authorities (Functions and Responsibilities) Regulations 2000 (as amended) not otherwise remitted to the Council or a Council Committee or Sub-Committee or to the Leader of the Council or individual Cabinet member.
3. The Chief Executive (or any officer appointed as Interim Chief Executive) is the Electoral Registration Officer for any constituency or part of a constituency co-terminus with or contained in Oldham Metropolitan Borough under section 8 of the Representation of the People Act 1983 and The Chief Executive (or any officer appointed as Interim Chief Executive) is the Returning Officer for the election of councillors for Oldham Metropolitan Borough and parish council elections within the Metropolitan Borough under section 35 of the Representation of the People Act 1983.
4. The Chief Executive is authorised to take any emergency decisions in respect of Council functions (in consultation, where appropriate, with the Mayor or the Chair of the relevant Committee) which cannot be delayed until the next meeting of the Council or the relevant Committee, as the case may be.
5. The Chief Executive is authorised to take any emergency decisions in respect of the Council's executive functions (in consultation with the Leader of the Council or, in absence of the Leader, the Deputy Leader of the Council) which cannot be delayed until the next Cabinet Meeting.
6. The Chief Executive is authorised to take any action remitted to the Chief Executive within any Part of the Council's Constitution and under corporate policies and procedures.
7. The Chief Executive is authorised to take any act as the Council's "Proper Officer" for the purpose of any function not otherwise delegated under these arrangements.
8. The Chief Executive is authorised on matters relating to staffing, employment, terms and conditions for Council's workforce including the workforce strategy except for those matters specified elsewhere in Part 3 of the Constitution and to approve all significant departmental restructures in consultation with relevant chief officers, the Assistant Chief Executive and Director of Finance.

9. The Deputy Chief Executive is entitled to act as Chief Executive in the absence of the Chief Executive

## **Deputy Chief Executive**

1. With the exception of matters specifically referred to the Council or to the Cabinet, an individual Cabinet Member or other executive body, as shown at Sections 3, 4, 6 and 7 above, and the statutory duties of the Director of Public Health, the Director of Children's Services and the Director of Adult Social Services, the Deputy Chief Executive is authorised to discharge any functions of the Executive Strategic coordination as line manager of the functions in relation to the following functions within the people and resident services.
  - Children's Services
  - Adult Social Care Services
  - MioCare
  - Education
  - Neighbourhood and district functions
  - Public Health Functions
  - Community Safety and Community Cohesion
  - Customer, Digital, Technology and Transformation
  - Procurement and Commissioning
    - Including responsibility for ensuring that the Procurement Service delivers value for money for the Council and complies with the Contract Procedure Rules
  - Interface with NHS Place Lead in supporting integrated care system for the Oldham locality
2. The Deputy Chief Executive will undertake such Council (or 'non-executive') functions as defined in the Local Authorities (Functions and Responsibilities) Regulations 2000 (as amended) as are pertinent to the role of the Deputy Chief Executive and have not otherwise been remitted to the Council, a Council Committee or Sub-Committee or other Officer or which are statutory duties of the Director of Public Health, the Director of Children's Services and the Director of Adult Social Services.
3. To act on behalf of Chief Executive in the absence of the Chief Executive

## Executive Director Place and Economic Growth

1. With the exception of matters specifically referred to the Council or to the Cabinet, an individual Cabinet Member or other executive body, as shown at Sections 3, 4, 6 and 7 above, the Executive Director Place and Economic Growth is authorised to discharge any functions of the Executive in relation to the following functions within the Place and Economic Growth portfolio: -

- Director of Economy functions
  - Economic Growth/Property – including management of land and buildings including acquisition, disposal or letting of land and action under compulsory purchase orders legislation – including serving notices, proposing orders and advertising orders under legislation within those functions
  - Housing- including
    - Any statutory powers of the Council as a local housing authority.
    - To develop and submit application for grants as appropriate in support of the delivery of relevant Council strategies
  - Business Growth/Support
  - Transport – including undertaking action within legislation giving the Council duties and powers and including the submission of bids for funding for transport related programmes and projects
  - Get Oldham Working
  - Planning – undertake planning functions which are an executive function

### Director of Environment functions

- Building Control
  - including determining all building regulation applications
- Environmental Health – including trading standards, fly tipping, food hygiene, air quality, drainage, and health and safety taking any action, serving notices and orders under duties and powers under legislation pertaining to this function and any action required with regards to traveller site(s).
- Public Protection – including powers under the Anti-Social Behaviour Crime and Policing Act 2014 and housing enforcement powers
- Health and Safety
- Parks and Street Cleaning
- Waste – including collection duties under legislation relating to statutory duties and powers of the Council
- Highways – including to adopt highways on behalf of the Council
- Street Lighting
- Licensing – where executive function
- Authorising enforcement officers under legislation within these functions

2. The Executive Director of Place and Economic Growth and Director of Economy and Director of Environment will undertake such Council (or 'non-executive') functions as defined in the Local Authorities (Functions and Responsibilities) Regulations 2000 (as amended) ('the Regulations') as are pertinent to the role of the Executive Director of Place and Economic Growth and have not otherwise been remitted to the Council, a Council Committee or Sub-Committee or other Officer, specifically including –

- Town and country planning and development control functions - the Executive Director of Place and Economic Growth is authorised to undertake all actions in respect of Council (or 'non-executive') functions, subject to referral to the Planning Committee in accordance with the Protocol set out in Appendix 3 of this Constitution

1. Planning and Other Applications

Apart from matters reserved to the Planning Committee, all those Council functions set out in the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 which relate to town and country planning and development control, the protection of important hedgerows, the preservation of trees and the regulation of high hedges are delegated to the Executive Director of Place and Economic Growth.

Development control functions include decisions regarding-

- planning applications
- permitted development
- certificates of lawful use and development,
- enforcement
- listed buildings and conservation areas.

The planning functions are to be construed purposively and broadly, to include anything which facilitates or is incidental to them. For example, the power to determine planning applications under s70 Town and Country Planning Act 1990 will include powers governing environmental impact assessments under the various Town and Country Planning (Environmental Impact Assessment) Regulations. It will also include power to impose conditions, limitations or other restrictions or to determine terms to which approvals are subject, and to modify, vary or revoke approvals.

Where legislation is amended or replaced by new provisions or where new development control provisions are enacted, then the relevant authority delegated in this Scheme shall be construed to apply to those new provisions.

2. Other Matters

These matters are not subject to the referral system:

- a. Declining to accept repeat applications which have previously been dismissed on appeal and raise no significant new issues.
- b. Determination Minor Material and Non-Material Amendment applications.

- c. Determination of Discharge of Conditions applications.
- d. Determination of any application for a certificate of lawful existing or proposed use or development under Section 191 and Section 192 of the 1990 Act.
- e. Authority to determine whether prior approval is required, and subsequent determination of applications (whether or not objections are received) for agriculture and forestry buildings, operations for telecommunications equipment and demolition of buildings under the Town and Country Planning (General Permitted Development) (England) Order 2015.
- f. Authority to issue and service Planning Contravention Notices under the Town and Country Planning act 1990 and consider and determine representations made thereto.
- g. All matters relating to Tree Preservation Orders.
- h. Authority to instruct the Director of Legal Services to institute proceedings for the grant of injunctive relief under powers contained in the Town and Country Planning Act 1990, subject to:
  - i. prior consultation with the Chair and/or Vice Chair of the Planning Committee; or
  - ii. without such consultation if the matter is one of extreme urgency.
- i. Authority to instruct the Director of Legal Services to issue and serve discontinuance notices for removal of any advertisement displays erected without express or deemed consent which do not comply with Council's policy on outdoor advertising and in the interests of amenity and public safety.
- j. Authority to instruction the Director of Legal to issue and service breach of condition notices under the Town and Country Planning Act 1990, and appropriate consequential action as required.
- k. Determination of applications, on behalf of the Council, for the modification or discharge of any planning obligations in accordance with Section 106A and 106B of the Town and Country Planning Act 1990 and the Town and Country Planning (Modification and Discharge of Planning Obligations) Regulations 1992, and to continue to deal with any agreed amendments or discharges which are not covered by the above legislation.
- l. Authority to instruct the Director of Legal to issue and serve notices under Section 215 of the Town and Country Planning Act 1990 (power to require the proper maintenance of land adversely affecting neighbourhood amenity).
- m. Authority to instruct the Director of Legal to issue and serve enforcement and stop notices under the Town and Country Planning Act 1990.
- n. Authority to institute legal proceedings and statutory procedures in relation to the Council's planning functions, both by Executive

Director Place and Economic Growth People and the Director of Legal .

- o. The issuing of screen opinions with regard to the need or otherwise for Environmental Impact Assessments and scoping opinions with regard to the matters to be included in Environmental Statements.
- p. Authority to authorise officers to carry out statutory duties and functions in relation to the Town and Country Planning Act 1990 and other current planning related legislation.
- Licensing and registration functions - the Executive Director of Place and Economic Growth is authorised to undertake all Council (or 'non-executive') functions as defined under that heading in Schedule 1 of the Local Authority (Function and Responsibility England Regulation 2000) with the exception of those matters reserved by the Council to the Licensing Committee or are referred to the Licensing Committee or to a Sub-Committee or Panel of the Licensing Committee by either the Licensing Act 2003 or the Gambling Act 2005.
- Public rights of way - the Executive Director of Place and Economic Growth is authorised to undertake all Council (or 'non-executive') functions as defined in Section I, Part 1 Schedule 1 of the Regulations with the exception of those matters reserved by the Council to the Traffic Regulation Order Panel.
- Serving notices, proposing orders, and advertising orders and undertaking enforcement activity under legislation within these functions.

### **Assistant Chief Executive**

1. With the exception of matters specifically referred to the Council or to the Cabinet, an individual Cabinet Member or other executive body, as shown at Sections 3, 4, 6 and 7 above, the Assistant Chief Executive is authorised to discharge any functions of the Executive and non executive functions as pertinent to the role of Assistant Chief Executive and have not been otherwise been remitted to the Council, a committee, a sub-committee or officer of the Council in relation to: -
  - Workforce and Organisational Design – including: -
    - To undertake the following specific delegations in relation to staffing matters –
    - (a) Power to implement discretionary provisions of pay awards determined by National or Local Negotiating Bodies
    - (b) Power to implement discretionary provisions of circulars relating to terms and conditions determined by National or Local Negotiating Bodies.
    - (c) The interpretation and application of pay scales and conditions of service for all employees.
    - (d) The administration and implementation of the Council's workforce strategy
    - (e) Implement and adopt nationally negotiated decisions on conditions of service and pay awards
    - (f) to implement all departmental restructures
    - (g) administration of pension functions

- Strategy and Performance
  - including:
    - To deal with matters relating to the development of the Corporate Plan and Borough Plan
    - The provision of policy and research support as part of the policy development and corporate planning process.
- Communications and Research

### **Director of Adult Social Care (DASS)**

1. The Director of Adult Social Care (DASS) is the Council's designated Director of Adult Social Services in accordance with s6 of the Local Authorities Social Services Act 1970 and is responsible for the undertaking of all statutory duties associated to that post.
2. With the exception of matters specifically referred to the Council or to the Cabinet, an individual Cabinet Member or other executive body, as shown at Sections 3, 4, 6 and 7 above, the Director of Adult Social Care (DASS) is authorised to discharge any functions of the Executive in relation to:-
  - Adult Social Care Functions
    - o Safeguarding
    - o Care Homes and Social Care providers
    - o Community Enablement
    - o Learning Disabilities
    - including:
      - taking any action which is calculated to facilitate or is conducive or incidental to the discharge of Adult Service functions and to comply with requirements imposed by legislation.
      - The assessment and admission of persons to accommodation within the Adult Services functions, the recovery of charges and the adjustment of liability.
      - The power to make applications and to act as deputy for persons who are incapable of managing their own affairs.
      - To administer the operation of an approved list of Residential Care and Nursing Homes and Home Support providers.
      - To negotiate the supply of appropriate accommodation
      - To determine individual charges for each placement
      - The discharge of the Council's functions relating to the discharge of patients under Mental Health Act.
  - Miocare
    - Undertake client responsibility for Miocare activity.



2. The Director of Adult Social Care (DASS) will undertake such Council (or 'non-executive') functions as defined in the Local Authorities (Functions and Responsibilities) Regulations 2000 (as amended) as are pertinent to the role of the Director of Adult Social Care (DASS) and have not otherwise been remitted to the Council, a Council Committee or Sub-Committee or other Officer.

### **Managing Director of Children and Young People (DCS)**

1. The Managing Director of Children and Young People (DCS) is the Council's designated Director of Children's Services in accordance with s18 of the Children Act 2004 and is responsible for the undertaking of all statutory duties associated to that post.
2. With the exception of matters specifically referred to the Council or to the Cabinet, an individual Cabinet Member or other executive body, as shown at Sections 3, 4, 6 and 7 above, the Managing Director of Children and Young People is authorised to discharge any functions of the Executive in relation to: -

- Director of Children's Social Care functions
  - Children's Social Care
  - Safeguarding
  - Mash
  - Early Help
  - Adoption and Fostering

including:

- The control of visits to and contact with children in the Children's homes, provided by the Council
- The review of the welfare, health, education, conduct and progress of Children Looked After by the Council under the Children Act 1989.
- The making of grants to children or their relatives, foster carers and prospective adoptive parents, according to the special needs involved to a maximum to be decided from time to time by the Council.
- To take any action which is calculated to facilitate or is conducive or incidental to the discharge of functions in accordance with the Children Act 2004 and to comply with requirements imposed by legislation.
- The making of arrangements with, or contributions to, non-statutory organisation and other local authorities providing residential or temporary accommodation to children or young people.
- Commencement of and participation in legal proceedings relating to the care, welfare or safeguarding of a child under any legislation.

- Responsibility for all arrangements for children looked after by the Council
  - Authority to make and participate in arrangements for the adoption of children under any legislation, subject to receipt of advice from the Adoption Panel as necessary
  - Authority to make and participate in arrangements for the adoption of children under any legislation, subject to receipt of advice from the Fostering Panel as necessary
  - Support for Children and Families
- Director of Education function
    - Education and Early Years
    - Skills / Lifelong Learning
    - SEND
    - School Improvement
    - School Admissions
    - Post-16 Education

including:

- The assessments of, making and maintenance of Education, Health and Care Plans for Children and young people with special educational needs and / or disability (SEND).
- The appointment of Local Authority Governors.
- To take the necessary action to ensure the safeguarding of children in all educational provision, whether early years, primary, secondary, or residential schools, or out of school activities and youth work.
- To take the necessary action to ensure all schools and educational services have policies and procedures for child protection and to ensure the Local Education Authority is a core Member of the Local Safeguarding Children Board and that maintained schools, staff and governors and other direct educational provision are fully integrated in and familiar with, child protection procedures.
- To take the necessary action to ensure measures are in place to promote good attendance; to provide effective personal, social and health education; support for family learning; opportunities for personal and social development, and support for the voice of young people and children, with specific attention given to groups at risk of low achievement, including children in public care, with special needs, and particular ethnic groups; the attendance, behaviour and provision for pupils out of school, within the context of a general approach to educational inclusion.
- Arrangements for the admission of pupils to all community, controlled and special schools

- Arrangements for dealing with pupil exclusion and reinstatement cases
  - The provision of home/school transport for pupils
  - Matters relating to the enforcement of school attendance, including the authorisation of legal proceedings
  - The making of any grants to children or students to facilitate educational attendance a) Power to grant financial assistance with boarding education (in consultation with the Portfolio Holder for Children's Services)
  - Arrangements for the monitoring of school performance having regard to the Code of Practice on Local Authority/School relations
  - Arrangements for intervening in schools under Special Measures or otherwise causing concern
  - Arrangements for receiving OFSTED reports.
3. The Managing Director of Children and Young People (DCS) will undertake such Council (or 'non-executive') functions as defined in the Local Authorities (Functions and Responsibilities) Regulations 2000 (as amended) as are pertinent to the role of the Managing Director of Children and Young People (DCS) and have not otherwise been remitted to the Council, a Council Committee or Sub-Committee or other Officer.

## **Director of Legal**

1. The Director of Legal is the Council's designated 'Monitoring Officer' for the purposes of s5 of the Local Government and Housing Act 1989 and shall fulfil all the statutory duties of that post.
2. The Director of Legal authorised to act, and to take any action intended to give effect to any decision of
  - the Council;
  - a Council Committee or Sub-Committee acting under delegated powers;
  - the Leader of the Council where the Leader of the Council has determined that they shall be personally responsible for a particular executive decision;
  - the Cabinet or any other executive body or individual acting under delegated executive powers;
  - an Overview and Scrutiny Committee in pursuance of their statutory powers;
  - or
  - an Officer discharging any delegated Council or executive function; and have specific duties in relation to: -
    - a) the making or issuing and orders and notices.
    - b) the commencement, defense, of legal or other proceedings and withdrawal or settlement of legal proceedings up to a figure of £250k

- c) the authorisation of Council employees to conduct legal matters in court and other matters relating to the courts and legal proceedings and to instruct Counsel or other external providers to undertake legal work
  - d) contractual elements of procurement and land transactions including executing documents
  - e) electoral matters.
  - f) land charges.
  - g) commons registration.
  - h) the recording of decisions of Council, the Executive and all relevant committees.
  - i) Registration Service.
  - j) Civic and Political Support.
  - k) taking any action remitted to the Director of Legal under corporate policies and procedures including under the Regulation of Investigatory Powers Act 2000.
  - l) Make arrangements for school admission appeals
3. Further to Paragraph 2 above, the Director of Legal will undertake such Council (or 'non-executive') functions as defined in the Local Authorities (Functions and Responsibilities) Regulations 2000 (as amended) as are pertinent to the role of the Director of Legal and have not otherwise been remitted to the Council, a Council Committee or Sub-Committee or other Officer and to take action under the arrangement for dealing with complaints under the Localism Act 2011.
4. The Director of Legal is authorised to act and to take any action as might be referred to the Director of Legal by the Council's Financial Procedure Rules and Contract Procedure Rules as contained within Parts 4F and 4G respectively of the Council's Constitution and within any further Constitutional provision applying and can grant dispensations under section 33 (a), (b) and (d) of the Localism Act (Standards Committee have power to grant dispensations under section 33 (2) (c) and (e) of the Act.)
5. **Director of Finance**
1. The Director of Finance is the Council's designated 'Chief Finance Officer' for the purposes of s114 of the Local Government Finance Act 1988 and shall fulfil all the statutory duties of that post and in accordance with S151 of the Local Government Act 1972 shall be the officer with responsibilities for the proper administration of the Council's financial affairs.
2. The Director of Finance is authorised to act and to take any action intended to give effect to any decision of
- the Council;
  - a Council Committee or Sub-Committee acting under delegated powers;
  - the Leader of the Council where the Leader of the Council has determined that they shall be personally responsible for a particular executive decision;

- the Cabinet or any other executive body acting under delegated executive powers;
- an Overview and Scrutiny Committee in pursuance of their statutory powers; or
- an Officer discharging any delegated Council or executive function; and have specific duties in relation to: -
  - (a) Report on decisions incurring unlawful expenditure, unlawful loss or deficiency or unlawful item of accounts under the Local Government Finance Act 1988.
  - (b) Appointment of Deputy
  - (c) Report on resources under the Local Government Finance Act 1988.
  - (d) Borrowing, investment accounts and financial administration under the Local Government Act 2003.
  - (e) Responsibility to determine the form of the Council's accounts and records, provide internal audit and statement of accounts
  - (f) The administration of benefits including Housing Benefit.
  - (g) The collection of revenue (including debt recovery)
  - (h) The administration of Council tax and national non-domestic rates including Discretionary and Hardship relief in relation to both Council Tax and Business Rates in accordance with approved discretionary policies in consultation with the relevant Executive member as appropriate
  - (i) Internal audit and counter fraud function
  - (j) The delivery of the National Anti-Fraud Network which provides data pursuant to legislation
  - (k) Creditor payments
  - (l) Accountancy including transactions

- (i) to stipulate the date by which all financial records for any financial year shall be completed.
- (ii) appoint a Money Laundering Reporting Officer (MLRO) to receive disclosures from officers concerning money laundering activity
- (iii) to approve any changes to existing financial systems and to approve any new systems before they are introduced.
- (iv) to determine the petty cash limit for individual minor items

- (m) The Council's insurance arrangements and risk management
- (n) Information governance and activities in relation to discharge of the function of the Senior Information Responsible Officer
- (o) To determine the Council's approach to information security
- (p) The writing off of debts up to £10,000 and to review in detail all debtors to support the closure of final accounts writing off those considered irrecoverable reporting to the Cabinet Member with responsibility for Finance
- (q) The power to serve notice in accordance with the Non-Domestic Rating (Alteration of lists and Appeals) Regulations 2005, when such action is

required to preserve the Authority's position on non-domestic rating valuation matters.

- (r) To decide on the appropriate arrangements for Performance Bonding for all contracts in excess of £75,000 contract sum
  - (s) To take any action remitted to the Director of Finance under corporate policies and procedures.
  - (t) The provision of financial management advice, financial analysis and appraisal
  - (u) The power to serve notices under relevant local government functions
  - (v) Treasury management functions of the Council as detailed in the annual Treasury Management Strategy approved by the Council and the Financial Procedure Rules including investment of surplus funds and borrowing.
- i. The Director of Finance is authorised to act and to take any action as might be referred to the Director of Finance by the Council's Financial Procedure Rules and Contract Procedure Rules as contained within Parts 4F and 4G respectively of the Council's Constitution and within any further Constitutional provision applying.

### **Director of Public Health**

1. The Director of Public Health is the Council's designated 'Director of Public Health' for the purposes of s73A of the National Health Service Act 2006 and shall fulfil all the statutory duties of that post.
2. With the exception of matters specifically referred to the Council or to the Cabinet, an individual Cabinet Member or other executive body, as shown at Sections 3, 4, 6 and 7 above, the Director of Public Health is authorised to discharge any functions of the Executive in relation to: -
  - Health Improvement
    - To be responsible for the management of public health service as regards effectiveness, availability, and value for money.
    - Delivery of the Council's duties as to the improvement of public health and health protection including providing information and advice and providing services and facilities.
  - Health Protection
    - Ensure plans are in place to protect the health of the local population from threats to health
    - Planning for and responding to a risk to public health.
  - Commissioning Healthcare Services
  - Reducing Health Inequalities
  - Culture and Heritage
  - Leisure
  - Arts and Libraries
  - To undertake services in relation to or conducive for the discharge of functions relating to the provisions of the service.

3. The Director of Public Health will undertake such Council (or 'non-executive') functions as defined in the Local Authorities (Functions and Responsibilities) Regulations 2000 (as amended) as are pertinent to the role of the Director of Public Health and have not otherwise been remitted to the Council, a Council Committee or Sub-Committee or other Officer.

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