

Oldham Borough Council



**Council Meeting
Wednesday 8 January 2020**

OLDHAM BOROUGH COUNCIL

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

Monday, 23 December 2019

You are hereby summoned to attend a meeting of the Council which will be held on Wednesday 8 January 2020 at 6.00 pm in the Council Chamber, Civic Centre, for the following purposes:

- 1 To receive apologies for absence
- 2 To order that the Minutes of the meeting of the Council held on 6th November 2019 be signed as a correct record (Pages 1 - 28)
- 3 To receive declarations of interest in any matter to be determined at the meeting
- 4 To deal with matters which the Mayor considers to be urgent business
- 5 To receive communications relating to the business of the Council
- 6 To receive and note petitions received relating to the business of the Council (Pages 29 - 30)

(time limit 20 minutes)

- 7 Youth Council

(time limit 20 minutes)

Make Your Mark

Make Your Mark is a UK wide consultation on issues important to young people aged 11 – 18. This ballot goes out to all high schools in Oldham, so that pupils can vote on what they feel is important in their lives and what they think Members of the Youth Parliament should campaign on for the year ahead. For the last 7 years the Youth Council has co-ordinated the consultation for Oldham.

Due to the devolved nature of politics and services such as the NHS and Policing, this year the consultation changed and young people were given 3 different categories with 5 issues within each category to vote upon. The 3 categories were:

- UK wide issues
- Devolved issues
- Local issues.

The issues for UK wide and devolved categories were debated and chosen by the UK Youth Parliament and the local issues were debated and chosen by the Oldham Youth Council. Young people taking part in the consultation had the opportunity to vote for 1 issue from each category.

This year approximately 11,500 young people across Oldham were involved in the consultation which represents over 45% of Oldham's 11-18 population.

Of the 5 issues in the UK wide issues category, unsurprisingly, 'Protect the Environment' was the top UK wide issue for Oldham's Young People, with 4,515 votes. This represented nearly 40% of all votes cast and was over double the number of votes cast on any other issue. There was a similar result in the Devolved issues category with 'Put an end to Knife Crime' gaining 4,199 votes (36.7% of votes cast) again nearly double the votes cast any other issue.

The local issues category results had a clear winner, public transport was the top issue with 3,855 (34.8% of the votes cast).

The Youth Council have drafted a report, with a full breakdown of the Make Your Mark results both locally and nationally, that elected Members should have received. The report also breaks down the results by school which will allow Members to see how young people in your ward voted.

The results of the consultation have enabled the Youth Council to prioritise our work on environment, knife crime and youth violence and looking at public transport. We had already started work on environmental issues through a programme named Pioneers of Sustainable Hope (or POSH). A charter of young people's environmental rights has been developed (that is out for consultation), are creating resources to help young people be more environmentally friendly - which will be handed out at our Eco festival (as part of our youth summit) and we have joined your cross-party climate change group.

Knife crime will also be one of the topics that we look at during our youth summit in February 2019. We are also researching how other areas of the UK, such as Glasgow and Brixton, have tackled youth violence through the public health model and hope to visit some places to see what could work here in Oldham.

We feel public transport will be a difficult issue to tackle as we are not sure how much influence we can have over private companies. However, we plan to consult young people to see if it is the cost, safety concerns, reliability or a combination of all 3 that needs to be addressed.

While we have already started the hard work on addressing these issues, we realise our influence on decision makers and those responsible for making a difference may be limited, therefore we ask that Full Council resolve to:

1. Note the results of the Make Your Mark consultation.
2. Hold a task and finish group with the relevant Cabinet members to explore what is being done in Oldham to address these issues.

8 Question Time

a Public Questions

(time limit 15 minutes)

b Questions to Leader and Cabinet

(time limit 30 minutes)

c Questions on Cabinet Minutes (Pages 31 - 42)

(time limit 15 minutes)

21st October 2019

18th November 2019

d Questions on Joint Arrangements/Partnerships (Pages 43 - 98)

(time limit 15 minutes)

Greater Manchester Waste and Recycling Committee	12 th September 2019
Oldham Leadership Board	21 st November 2019
Health and Wellbeing Board	24 th September 2019
Police and Crime Panel	23 rd September 2019
Commissioning Partnership Board	31 st October 2019
Greater Manchester Combined Authority	25 th October 2019
Greater Manchester Transport Committee	11 th October 2019

9 Notice of Administration Business

(time limit 30 minutes)

Motion 1

Councillor Shah to MOVE and Councillor Hamblett to SECOND:

Tackling Harassment and Abuse in Public Life

This council acknowledges the announcement in the Queens Speech that “Ministers will develop legislation to improve internet safety for all” and note many recent reports on online harassment and abuse of those in public life.

This council also notes representations made by the cross party Local Government Association where they state; “Harassment, threats and intimidation of local elected representatives are completely unacceptable, and must be dealt with robustly at all levels. This includes the Government, by councils, private sector; by the police and, where relevant, by the social media companies which provide platforms for specific forms of abuse.”

This council believes in the right of those democratically elected by the residents of the Metropolitan Borough of Oldham to carry out their duties without the fear of harassment and abuse.

We therefore support any efforts by government and those of the Local Government Association in ensuring the protection of our democracy, while recognising the importance of free speech and expression.

This Council resolves:

- To write to the borough's MPs to seek their support in tackling harassment and abuse in public life.
- To write to the Minister for the Cabinet Office to seek a cross government response in tackling harassment and abuse in public life.
- To write to the Chair and Chief Executive of the Local Government Association to thank them for representations made to date on the issue.

Motion 2

Councillor Stretton to MOVE and Councillor Phythian to SECOND:

Government-funded Pay Rise for Council Staff

This council notes that since 2010 Oldham Council has lost £208million from its annual budget following government cuts, with local councils facing a funding gap of £8 billion by 2025 according to the LGA. These cuts have meant the local government workforce has endured years of pay restraint with the majority of pay points losing 22 per cent of their value since 2009/10. At the same time workers are asked to do more, taking on additional responsibilities and heavier workloads.

Without the professionalism and dedication of our staff, the council services Oldham residents rely on would not be deliverable. Government funding has been cut to the extent that a proper pay rise could result in a reduction in local government services. This council believes that the government needs to take responsibility and fully fund increases in pay; it should not put the burden on local authorities whose funding has been cut to the bone.

This Council resolves to:

- Support the NJC pay claim submitted by GMB, UNISON and Unite on behalf of council and school workers for a 10 per cent uplift across pay points in 2020/21.
- Call on the Local Government Association to make urgent representations to central government to fund the NJC pay claim
- Write to the Chancellor and Secretary of State to call for a pay increase for local government workers to be funded with new money from central government.
- Meet with local NJC union representatives to convey support for the pay claim.
- Encourage all local government workers to join a union.

10 Notice of Opposition Business

(time limit 30 minutes)

Motion 1

Councillor Harkness to MOVE and Councillor Williamson to SECOND:

Confronting the school's cuts crisis

This Council notes that:

- Many schools in Oldham Borough are not receiving the minimum funding of £3,500 per pupil for primary schools and £4,800 for secondary schools, as guaranteed by

the Conservative Government's National Funding Formula.

- Oldham Borough is ranked 73 out of 149 local authorities (149 being the lowest funded) in England for 2020-2021 school funding.
- There is an unacceptable shortfall for 2020. Oldham schools are predicted to lose more than £12 million in funding, an average of approximately £238 per pupil.
- Schools are struggling to maintain the standard of education with the level of cuts faced.
- Some schools are attempting to reduce the number of special needs pupils accepted because of the funding gap.

This Council resolves to:

- Have the Leader of the Council write to the Minister of Education asking for recognition of the harm that school cuts are having on the standard of education in this country and in Oldham Borough.
- Have the Chief Executive write to the Minister of Education and the Prime Minister asking them to acknowledge the 2019 Spending Review and address the issue of school funding. The letter should state that all schools must receive the minimum funding as guaranteed by the National Funding Formula, as well as fully funding the High Needs Block.

Motion 2

Councillor Sykes to MOVE and Councillor Murphy to SECOND:

Urban Meadows and Bee Corridors for a greener Oldham

This Council notes that:

- Recent work in other areas of the country has seen grass verges and dual carriageway centres transformed into wildflower corridors teeming with flora and fauna.
- These urban Meadows have multiple benefits for the areas that have been created. They enhance the support for wildlife thus delivering biodiversity and increasing the natural beauty and appeal of an area.
- Nature sites attract new visitors who come to see the colourful arrays created.
- Bee Corridors will reduce the maintenance costs due to the low maintenance of such areas.
- With bits of wood and plastic and in partnership with schools and youth groups, Insect Hotels will be built along the flowery corridors to attract as much wildlife as possible.
- The purpose of this scheme is to combat the dramatic loss of habitat and falling bee numbers. Insect numbers influence plant pollination and other species depend upon their existence.
- Although these urban Meadows are not for every community space and roadside, by increasing the local biodiversity in Oldham borough will have a positive effect on learning, mental health and overall appeal in the area.
- If a green Oldham is the ambition, this motion takes us a step forward to achieving that.

This Council resolves to:

- Have officers assess the feasibility of establishing Wildflower corridors, insect hotels and urban meadows across the Borough. Officers should also work closely with Parish Councillors and Borough Councils on this matter.
- A report highlighting potential locations and areas suitable should be presented to Cabinet before work can begin in 2020.
- The report will focus on working with the local community, businesses and Councillors to distinguish good and bad practice areas for this scheme.

Motion 3

Councillor Al-Hamdani to MOVE and Councillor H Gloster to SECOND:

A sensible approach to firework displays

This Council notes that:

- The Royal Society for the Prevention of Cruelty to Animals (RSPCA) says the law is failing. It does not prevent or sufficiently reduce the risk of fireworks causing distress, injury or anxiety to people, as well as death, injury or distress to animals.
- That further research is needed to properly understand the impact of noise on animals and people. In the meantime, several things can be done to improve the situation for wildlife and people at risk of being affected by firework explosions.
- Applying the same Challenge 25 legislation to fireworks as there is with Alcohol will ensure that less young people will be injured by fireworks.
- Review of the licensing all public firework displays is needed, ensuring displays are better advertised to the public informing of noise levels and how it may affect people and animals.

This Council resolves to:

- Ensure all public firework displays within Oldham Borough to be advertised in advance of the event, with appropriate advertising for the size of the display, allowing residents to take precautions for people in their care and pets.
- Actively promote a public awareness campaign about the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks.
- Encourage local suppliers of fireworks to separate ‘quieter’ fireworks from the loud ones so people can choose which ones they prefer with animal and people safety in mind. And give large labels to sticker the products with: green for quiet, red for loud.
- Applying Challenge 25 legislation to the sale of fireworks in Oldham Borough. Challenge 25 is a scheme that encourages anyone who is over 18 but looks under 25 to carry acceptable ID when they want to buy alcohol. With the danger that Fireworks carry, the same policy should be applied for people who want to possess fireworks.

11 Update on Actions from Council (Pages 99 - 122)

12 Levy Allocation Methodology Agreement (Pages 123 - 148)

13 Treasury Management Mid-Year Review (Pages 149 - 172)

- 14 Constitutional Amendments
Report to follow.
- 15 Financial Procedure Rules (Pages 173 - 218)
- 16 Civic Appreciation Nomination 2020 (Pages 219 - 220)
- 17 Municipal Calendar 2020/2021 (Pages 221 - 238)

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 "Carolyn Wilkins". The signature is written in a cursive, flowing style.

**Carolyn Wilkins
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



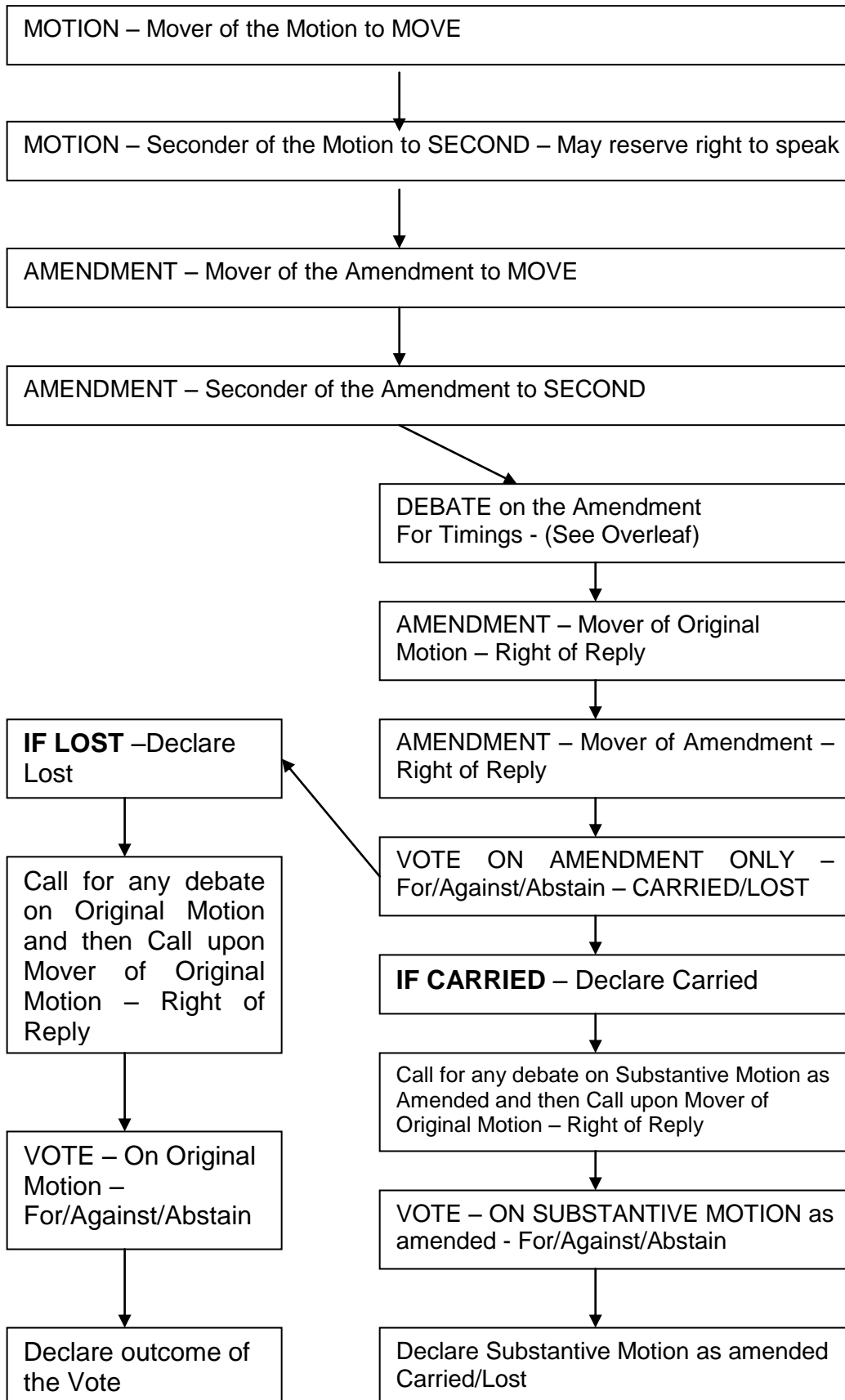
Declare outcome of the VOTE

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



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COUNCIL
06/11/2019 at 6.00 pm

Present: The Deputy Mayor – Councillor Harrison (Chair)

Councillors Ahmad, Akhtar, Al-Hamdani, Ali, Alyas, Ball, M Bashforth, S Bashforth, Briggs, Brownridge, Byrne, Chadderton, Chauhan, Cosgrove, Curley, Davis, Dean, Fielding, Garry, C. Gloster, H. Gloster, Goodwin, Hamblett, Haque, Harkness, Hobin, Hulme, F Hussain, Ibrahim, Jabbar, Jacques, Judd, Leach, Malik, McLaren, Moores, Murphy, Mushtaq, Phythian, Price, Roberts, Salamat, Shah, Sheldon, Shuttleworth, Stretton, Surjan, Sykes, Taylor, Toor and Williamson

1 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from The Mayor Councillor Alexander, Councillor Hewitt, Councillor Hudson, Councillor A. Hussain, Councillor Iqbal and Councillor Williams.

2 **TO ORDER THAT THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON 11TH SEPTEMBER 2019 BE SIGNED AS A CORRECT RECORD**

RESOLVED that the minutes from the Council meeting held on 11th September 2019 be approved as a correct record.

3 **TO RECEIVE DECLARATIONS OF INTEREST IN ANY MATTER TO BE DETERMINED AT THE MEETING**

In accordance with the Code of Conduct, elected members declared the following interests:

Councillor M. Bashforth declared a personal interest in Item 8d by virtue of her appointment to the MioCare Board.

Councillor S. Bashforth declared a personal interest in Item 8d by virtue of his appointment to the MioCare Board.

Councillor Chauhan declared a personal interest in Item 8d by virtue of his appointment to the MioCare Board.

Councillor Hamblett declared a personal interest in Item 8d by virtue of his appointment to the MioCare Board.

Councillor C. Gloster declared a pecuniary interest at Item 8d by virtue of his employment by Greater Manchester Police.

Councillor H. Gloster declared a pecuniary interest at Item 8d by virtue of her husband's employment by Greater Manchester Police.

Councillor Garry declared a pecuniary interest at Item 8d by virtue of her husband's employment by Greater Manchester Policy.

Councillor Roberts declared a personal interest at Item 8c, Cabinet Minutes 16 September 2019, by virtue of her appointment to the Positive Steps Board.

Councillor Harkness declared a personal interest at Item 8c, Cabinet Minutes 16 September 2019, by virtue of his appointment to the Positive Steps Board.

Councillor Shuttleworth declared a personal interest at Item 8c, Cabinet Minutes 16 September 2019, by virtue of his appointment to the Positive Steps Board.
Councillor Malik declared a personal interest at Item 8c, Cabinet Minutes 16 September 2019, by virtue of his appointment to the Positive Steps Board.



4 **TO DEAL WITH MATTERS WHICH THE MAYOR CONSIDERS TO BE URGENT BUSINESS**

There were no items of urgent business.

5 **TO RECEIVE COMMUNICATIONS RELATING TO THE BUSINESS OF THE COUNCIL**

Council was advised that the Chief Executive in consultation with the Group Leaders had agreed to change the date of the December Council meeting due to the General Election taking place the following day. It was AGREED that the next Council meeting would take place on 8th January 2020.

6 **TO RECEIVE AND NOTE PETITIONS RECEIVED RELATING TO THE BUSINESS OF THE COUNCIL**

There were no petitions to be noted.

7 **LEADER'S ANNUAL STATEMENT**

The Leader of the Council, Councillor Sean Fielding, delivered his Second Annual Statement. The Leader reflected on the budget cuts, Brexit and the upcoming General Election. The Leader noted that strong, local leadership was essential. The Leader highlighted getting the basics right which included investing in services that would create a cleaner and safer Oldham, giving every child a great start and opportunities for every adult to get on. The Leader reflected on the ambition to create places that thrive by supporting town centres to be places to shop, have fun, work and deliver needed homes. The Leader highlighted the opportunities that devolution to Greater Manchester offered and ensure that Oldham's voice was heard both in the city region and national stages.

The Leader highlighted progress made which included the investment in additional street cleaning capacity, new refuse vehicles and supporting communities hold clean-ups. The Council had been awarded a 4 out of 5 from Keep Britain Tidy. The Council had also won Best City in the North West in Bloom competition.

The Leader reflected on greater investment in roads, the £12 million commitment and the process to accommodate genuine local, democratic control over the highways improvement programme. The Leader also reflected on the cuts to the police, how the Council had stepped up and had run awareness campaigns on hate crime and child exploitation. The Leader also highlighted groups which supported the night-time economy which helped to reduce pressure on the NHS and police. The Leader also referred to the public space protection order to prevent fires on moors and open spaces. The Leader referred to

the next phase of the landlord licensing scheme to make housing safer and reduce the potential for exploitation of the growing number of private renters by landlords.



The Leader reflected on education and skills and referred to the intention to expand the number of places at good and outstanding schools to ensure that every child had access to a great education and referenced several projects and developments. The developments would represent over 4,000 additional places for Oldham students. The Leader highlighted the improvement in school results. The Leader reflected that there was plenty of work to do on education, but that things were moving in the right direction.

The Leader referred to access to well paid jobs for young people and the skills to access them. The Leader highlighted that the Council was one of the founding signatories on the GM Good Employment Charter and had encouraged other large employers to take the same step. The authority had focused on spending more of the Council's money with local businesses. The recent Get Oldham Working job fair had been attended by 1,200 people with 66 employers with job opportunities. This built on other opportunities that had been created by the Get Oldham Working service.

The Leader highlighted the Oldham Sixth Form College and also Oldham College which had achieved a good rating from Ofsted and announcing plans for a new construction skills centre part-funded by the GMCA.

The Leader highlighted what was happening in Oldham Town Centre and the progress made since his last annual statement. This included the new vision for the town based on bringing homes, jobs and culture into the town centre. Individual projects highlighted included the new Heritage and Arts Centre, new supermarket and hotel at Mumps, plans for the Coliseum, Tommyfield Market and Egyptian Rooms and the night-time economy was well as investment from the private sector. The Leaders also highlighted Royton and Uppermill which were going from strength to strength as well as Shaw, Lees and Failsworth.

The Leader highlighted the Local Improvement Fund for district projects. The Leader also highlighted the Northern Roots project which married nature, education, leisure and business and the work to provide the environment, districts, homes, leisure and work opportunities for the next generation of successful residents to choose to stay or return to Oldham.

The Leader reflected on the role at Greater Manchester level and highlighted the benefits of 'Our Pass'. The Leader highlighted the Greater Manchester Spatial Framework and the call on the government to use updated figures to plan neighbourhoods now and in the future, the Clean Air Plan and work to develop softer relationships in Greater Manchester. The Leader highlighted that the Oldham Green New Deal would be

brought forward, the Community Cohesion Strategy, investment in education and roads and funding for Children's Services and youth activities. Engagement with residents would also grow. The challenges faced were significant. The Leader was proud of what had been achieved in the last twelve months and with the support of staff, partners and residents more could be achieved in the next twelve months.



RESOLVED that the content of the Leader's Annual Statement be noted.

8 QUESTION TIME

8a Public Questions

The Mayor advised that the next item on the agenda was Public Question Time. Questions had been received from members of the public and would be taken in the order in which they had been received. Council was advised that if the questioner was not present, then the question would be read out by the Deputy Mayor.

The following questions were submitted:

1. Question received from Ben Hibbs via email:

"How much do you consider cyclists when resurfacing roads in the Oldham area? Some roads have flat smooth surfaces (Oldham Rd out of Shaw; Grains Rd out of Delph) while others have loose gravel (Oldham Rd past Albion Farm Cafe; Milnrow Rd out of Shaw; Oldham Rd out Uppermill - all key local cycling routes). The loose gravel is dangerous and uninviting for road cyclists. It seems to be prioritising cars and trucks. We need to be much bolder and embrace active travel. Oldham has a huge opportunity to be a cycling (and active travel) haven... attracting new people, businesses, boosting the local economy and making the area an even more desirable place to live, its people healthier, its air cleaner and the area more environmentally friendly."

Councillor Ali, Deputy Cabinet Member for Neighbourhoods Services, responded that with regard to road surfacing within Oldham, all road users were considered when selecting and specifying the use of the different and most optimum materials for different situations and locations. All materials and treatments complied with national codes of practice and standards and were recommended by both the Department for Transport (DfT) and the Road Surface Treatment Association (RSTA). All materials were suitable when laid correctly and any materials laid where there was an issue of workmanship were resolved at the appropriate specialist contractors' own expense as soon as was practicable. The Council was currently in the process of trying to secure additional central funding for the implementation and promotion of active modes of travel in and around the borough, which if successful, would add to and complement schemes which sought to regenerate the area to bring in investment to boost the local economy. If successful, dedicated schemes that delivered routes

for walking and cycling would enhance connectivity, offer an alternative to the car achieving modal shift which would aid health improvement, wellbeing and air quality.



Oldham
Council

2. Question received from Jackie Stanton via email:

“The reputation of OMBC appears to be at an all time low with residents describing this council as the worst in the history of the Borough. Some of the dissatisfaction can be traced back to the planning function of the council and the appalling Planning Committee Meeting held in July earlier this year. It continues with the extremely serious allegation of Child Sexual Exploitation There are allegations appearing daily on social media relating to alleged mis management and poor decision making by senior officers of the council There are suggestions that the councillors code of conduct has been breached by the leader and his deputies, this compounded by the leader refusing to answer a valid question submitted to a recent cabinet meeting. Would the Leader agree all these allegations are extremely serious and damaging to the Borough, will he tell us how he intends dealing with them and will he tell us if he is capable of restoring confidence in the council. Does he further agree that Oldham and its residents deserve better?”

Councillor Fielding, Leader of the Council and Cabinet Member for Economy and Enterprise responded that the question submitted to the Cabinet meeting had been ruled out by the Monitoring Officer. Over the last few months, there had been daily postings on social media about planning and historic safeguarding incidents. These allegations had been combined with a series of personal online attacks on councillors, residents, MPs and council officers and often came from people with a clear political agenda. The Council would always take action where appropriate, which included the recently announced review into historic safeguarding by Dr. Mark Peel. However, too often, the allegations and claims made online were barefaced lies designed to purely stoke fears and score political points. Mrs. Stanton was correct to say that this was damaging to the borough. Day in and day out in Oldham, police officers, social workers, health workers, teachers, community groups, doctors, nurses and youth workers worked hard to protect children and vulnerable adults. Day in and day out staff cleaned the streets, cared for elderly residents or planted trees. Staff and residents saw the comments that never missed the opportunity to talk Oldham down. Like most places, Oldham had its fair share of challenges. The Leader’s Statement just made highlighted some of the many ways the Council was stepping up to address those challenges with a positive, energetic and innovative approach that stood in stark contrast to the online debate where nothing was ever good enough, everyone was corrupt and afraid of their neighbours. That was not the Oldham the Leader knew. The Oldham the Leader grew up in and lived in was one where people supported each other such as community clean ups, play in the Saddleworth Brass Band contest, raised money for charity or had a chat with stallholders in Tommyfield Market. The Leader encouraged anyone who had concerns about anything which was happening in

the borough to raise them through the appropriate channels. The Leader also encouraged people to think twice about the things read online and the motivations of many of the people who did the posting.



3. Question received from Syed Maruf Ali via Facebook:

“Oldham Council has designated eight areas for selective licensing of private landlords on the grounds of low housing demand. The areas are Alexandra, Coldhurst, Hathershaw, Hollinwood, Oldham Edge, Primrose Bank, St Mary’s and Waterhead. We need a solution which will root out rogue landlords and not one where good landlords face a complex array of licensing schemes and escalating costs. Many landlords are already on tight budget. Use existing powers to deal with bad landlords. This sort of approach tars all with the same brush. What does the decent landlord get for his £490? Do you have the Oldham council officers report why licensing of private landlords have been extended to Primrose Bank and Werneth?”

Councillor Roberts, Cabinet Member for Housing, responded that the Council currently utilised its powers to deal with poor standards within the private rented sector. However, the only current provisions to be able to deal with poor management was through the use of Selective Licensing and this had enabled a large number of issues to be dealt with through a multi-agency approach. To 6 November 2019, there had been 1,169 condition audits of homes completed and 83 warrants executed. This resulted in 20 Emergency Prohibition Orders being served, 922 properties identified with licence condition breaches and a total of 3,126 defects identified. A review had been carried out recently regarding the current Selective Licensing Scheme. The review and future options would be discussed at Cabinet and then made available followed by consultation. The decent landlord got reassurance that they provided a safe home in good repair which met the legal obligations to tenants – all for less than £2 per week. Rogue landlords had to put defects right and bring homes up to standard and often costed far more if the landlord evaded registering and taken to court as a result.

4. Question received from Joshua Charters via email:

“In October Oldham Councils cabinet received a report updating on the progress of the new Saddleworth School. The children of Saddleworth have waited long enough for a building which is fit for purpose. Can the council confirm when it is expected that the new building will open for local students.”

Councillor Mushtaq, Cabinet Member for Education and Skills, responded that the Council was working hard supporting the Department for Education (DfE) who was responsible for delivering and developing the school. The Council was focussed on ensure that a new school delivered for Oldham’s children was state of the art and something to be proud of. Work had started to ensure all the necessary legal and procurement processes were in place and

it was anticipated that the school would be ready for handover during the 2021/22 academic year.



Oldham
Council

5. Question received from Mark Rooney via email:

“This time last year the Leader said that Oldham Council would apply for living wage accreditation. We have heard very little detail on this since. Can the Council confirm where this is up to? Everybody deserves to be paid a wage on which they can live and Oldham Council should set an example.”

Councillor Jabbar, Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services responded that the Council was firmly committed to becoming an accredited Living Wage employer and welcomed the opportunity to provide an update on progress. Oldham Council had paid the Foundation Living Wage since April 2015 which had benefited around 500 employees within the Council. Before that date, the Council was already paying far higher than the national minimum hourly rate for Council workers, as a commitment to pay the Oldham Living Wage since April 2012. Since then the Council had encouraged other businesses and organisations in the Borough to sign up to the Council’s Fair Employment Charter as part of building a fair and prosperous local economy, linked to the Council’s co-operative values. Part of the Charter was to pay a Living Wage which the Council had championed by paying the Foundation Living Wage, encouraged other organisations and businesses across Oldham to do the same. Paying the Foundation Living Wage had huge benefits both for staff and their employers, helped to motivate staff and increased staff retention, as well as rewarding employees fairly for their work. The Council had also been working with schools to ensure all maintained schools in Oldham paid the Foundation Living Wage, increasing staff wages across the education sector. The Council had also supported partner organisations, Unity Partnership and MioCare ensuring they also pay the Foundation Living Wage to all their staff while work continued to work with all suppliers to encourage them to pay the Foundation Living Wage, helping even more people in Oldham earn a fair days pay. Over the last twelve months the Council had been working with the Living Wage Foundation to ensure that the application for the formal Foundation Living Wage accreditation would be compliant with requirements which included demonstrating how the Council would work with all suppliers to encourage them to pay the Foundation Living Wage. The Council had been able to send through the application, evidencing progress for consideration. It was hoped to announce the outcome of the application very soon.

6. Question received from Huma Bibi received via email:

“The Greater Manchester Spatial framework could have huge implications for Oldham if it happens. Why is the Council still using 2014 population projections for housing numbers when 2016 projections are lower. If the council used the 2016 figures could it not release less of our precious green belt for development?”

Councillor Roberts, Cabinet Member for Housing, responded that the National Planning Policy Guidance (NPPG) set out standard methodology for identifying local housing need. The methodology stipulated that the baseline should be set using the 2014-based household projections for England. Central Government considered using this baseline would provide stability for planning authorities and communities, ensured that historic under-delivery and declining affordability were reflected and consistent with the Government's objective of significantly boosting the supply of homes. NPPG stated that any method which relied on using the 2016-based household projections would not be considered to be following the standard method as those projections were not considered to provide an appropriate basis. The GMCA had lobbied to get this policy changed and had become more ridiculous as the 2018 figures showed a further slow-down in population growth. The borough breakdown would be published next year. Current planning policy reduced decision-making powers to make decisions which met the needs of residents and reduce the need for development on green belt.

At this point in the meeting the Deputy Mayor advised that the time limit for this item had expired.

RESOLVED that the questions and responses provided be noted.

At this point in the proceedings, the meeting was interrupted by a member of the public. The Deputy Mayor, as Chair of the meeting, gave repeated warnings.

The meeting was adjourned at 18:44 and reconvened at 19:46.

NOTE: Councillors F. Hussain and Ahmad left the meeting during this item.

8b Questions to Leader and Cabinet

At this point in the proceedings, the meeting was interrupted by a member of the public. The Deputy Mayor, as Chair of the meeting, gave repeated warnings.

The meeting was adjourned at 19:52 and reconvened at 20:07.

The Leader of the Main Opposition, Councillor Sykes, raised the following two questions:

Question 1: Oldham's Brexit Preparations

"Boris Johnson plans to take us out of the European Union and will implement his deal if he wins the General Election. Oldham Borough has received and continues to receive thousands of pounds in EU funding. We still wait for any clarity on the 'Prosperity Fund' which is supposed to replace all EU funding. There is a real fear despite the promises that the 'cake will be smaller' and places like Oldham will lose out. The UK Government has also paid Oldham Council £315,000 for so called 'Brexit Preparations'. Our future is now less

clear and more uncertain, so we must prepare and prepare for the worst. Of the £315,000 of UK Brexit preparation money, Oldham Council has currently spent £35,000 in total. £20,000 has gone on foodbanks and £15,000 making sure that European child nationals in care receive settled status before the deadline of 31st of October. So that leaves a rather substantial post of money £280,000 to be exact. I am most interested to know what this Council has planned to do with the money. I hope there are already measures in place, however, if there are no detailed plans, can I be advised what the timeframe for release of the funds and a spending plan be put forward.”

Councillor Fielding, Leader of the Council, responded that it was correct that the Council had received funding in aid of Brexit preparations and a further £105k was expected. It was correct that £20k had been spent on foodbanks and a further £15k was spent to help child foreign nationals achieve settled status. Unfortunately, due to the lack of detail around the type of Brexit expected, which had been put back to 31st January 2020, it was thought more prudent not to draw up detailed plans until the position was known.

Question 2: Progress 8 in Oldham Schools

“The relatively new accountability measure for Secondary Schools is called Progress 8. Progress 8 tracks how pupils make progress from the end of Primary school to the final stages of High school. Schools used to be judged on performance, whereas now this measure is based on pupil progression. Once again in Oldham, as with other education matters, our score is below the nation average. Regrettably our Progress 8 score is also behind the national average. What is even more concerning, is that four of our secondary schools fall into the well below average category. To put this into perspective, those same four schools are in the bottom 12% of all schools, nationally. This year, four out of 13 schools locally are well below average and five out of 13 are below average. This is worse than last year; we have not improved; the direction of travel is in the wrong direction. We are performing much worse than the national average, but also worse than our neighbours in Rochdale and Manchester. Now credit where credit is due, Waterhead Academy, is the only school that shows improved performance, others are deteriorating. We have seen an overhaul of the SEN provision locally after Oldham Borough received a damning report by OFSTED in 2018. Despite this, Oldham Borough persistently fails to give the standards of results that parents and pupils want and expect. How will your administration address this perpetual underperformance in our Secondary Schools? The situation is getting worse and not better. I am interested to know when the Labour Council will reverse the stagnation or decline in standards that have plagued our local education system since 2011.”

Councillor Fielding, Leader of the Council, referred to the information as set out earlier in the Annual Statement. Education was a top priority. The Council had invested £37m in new school facilities and in the expansion of good and outstanding schools to ensure young people had access to the quality of education deserved. Many of the performance measures in education in Oldham were improving faster than the national average. The Leader added that it was not fair to criticise the level of education in Oldham. The Council was committed

to improving education. There was a set of talented officers who supported the schools and support was promoted between different establishments. The Leader referred to the strong record on education, that investment would continue and was confident about improvements.



Councillor Sheldon, Deputy Leader of the Conservative Group, asked a question related to the General Election, preparations for Brexit and advice being available.

Councillor Fielding, Leader of the Council responded that the Council was making preparations in readiness for Brexit. Only a small amount of the funding from Government had been spent so far as referred to earlier.

The Mayor reminded the meeting that the Council had agreed that, following the Leaders' allocated questions, questions would be taken in an order which reflected the political balance of the Council.

1. Councillor Davis asked the following question:

“Can the Cabinet Member for Education and Skills comment on the impact that cuts imposed by the Conservatives/Liberal Democratic Alliance and subsequent Tory governments have had on the Sure Start Service and whether he thinks that Labour’s proposed National Education Service would allow us to re-invest in this vital service for families?”

Councillor Mushtaq, Cabinet Member for Education and Skills responded that education funding had been reduced since 2011 and a 2019 report by the Institute of Fiscal Studies stated that nationally, there had been a reduction in the number of children’s centres by up to 1,000 since the peak in 2010 and funding by two-thirds to £600m in 2017/19. As well as the reductions, the Council had less funding due to government policies such as Free Schools. The service proposed by the Labour party would join up a currently disjointed Education and Skills System.

2. Councillor Hulme asked the following question:

“Could I thank the Leader for attending a meeting of Saddleworth Parish Council to discuss how the Parish and Borough Councils can work more closely together? I think it is the view of members from all parties present that the meeting was constructive. It was notable that the only party unrepresented was ‘Saddleworth First!’. Does the Leader share my disappointment and surprise that members of a party whose very name suggests that they want to put the interests of Saddleworth First did exactly the opposite that evening by not even bothering to attend the meeting?”

Councillor Fielding, Leader of the Council and Cabinet Member for Economy and Enterprise expressed his surprise that ‘Saddleworth First’ had not attended the meeting. The Leader added that the name of the party had also changed to ‘Proud of Oldham and Saddleworth’. The Leader acknowledged that the Parish Council



was made up of a majority of parties other than Labour. The Leader reflected that a constructive relationship could be built upon as a result of the meeting. The Parish Council and Council could work together on issues such as planning and transport amongst others and that this would be positive for both the Parish Council and Council.

Oldham
Council

3. Councillor Ibrahim asked the following question:

“Could the Cabinet Member for Housing tell us how many families are currently living in temporary accommodation waiting for a new home, how this compares with this time last year and what action is needed to solve this housing crisis?”

Councillor Roberts, Cabinet Member for Housing, responded that the figures were shocking and showed a marked increase in families in crisis in Oldham. The temporary accommodation placement figures in Quarter 2 for 2018/19 was 67 households and Quarter 2 in 2019/20 was 148 households, over twice as many families which needed the stop gap. The present figure was 146. The actions required to address the issues would have to come from Central Government policy changes, as despite best efforts, the Council could not address the issues within the current policies and resources available. Welfare policies needed to change, housing benefit no longer covered rents, the detrimental impact of Universal Credit; the benefit cap and two child benefit limit all needed to go. The government promised reform of Section 21 no fault evictions – the major cause of homelessness – but nothing had changed. Current housing policy delivered for the few, not the many. A pledge in 2014 to deliver a Starter Homes Policy had not been honoured. Oldham needed a Government to deliver a stand alone Housing Minister to tackle the housing crisis; one million genuinely affordable homes in 10 years; grant funding of £4bn for social homes; scrap the idea that 80% of market rent was affordable and rents pegged to incomes; end Right-to-Buy; ending rough sleeping in one term of office, new renter’s rights and First buy homes for young people costing no more than 1/3 of incomes.

4. Councillor Williamson asked a question related to primary school placements. Councillor Williamson questioned that a number of years ago Shaw and Crompton Ward Councillors received a briefing and informed that if a family moved into the area there would not be a local primary school placement for them and Councillors asked for input to which schools were to be approached. Councillor Williamson asked if primary school placements were still an issue in Shaw and Crompton and what progress had been made since that meeting to address that issue.

Councillor Mushtaq, Cabinet Member for Education and Skills, would ask for the information and respond back to Councillor Williamson.

5. Councillor Judd asked the following question:

“Oldham Council has declared a Climate Change Emergency and

is bringing forward a comprehensive strategy to develop green Oldham and tackle climate change – could the Cabinet Member responsible please comment on how Labour’s Green New Deal will help the Council to achieve its objectives?”



Councillor Jabbar, Cabinet Member for Finance and Corporate Services responded that in July of this year, the Council pledged to bring forward an “Oldham Green New Deal Strategy”, the first local authority in the country to do so, aiming to apply the principles of Labour’s national Green New Deal at a local level. This strategy would aim to deliver against the Council’s environmental commitments whilst securing the benefits of action on climate change and the environment for Oldham residents and businesses, in terms of jobs, training, savings on energy bills and a higher quality of life. Oldham could not achieve all this alone, however, and support from Central Government was essential. The Labour Party’s Green New Deal Programme included proposals to:

- Boost investment in renewable energy, potentially through a new regime of financial incentives. This could support the Council’s ambition to build solar farms and develop community energy groups, helping to meet council decarbonisation targets for 2025 for the Council and 2030 for the Borough.
- Support industries affected by the low carbon transition. This could help Oldham’s businesses to ‘go green’ and become more competitive, protecting jobs and creating new high quality ones.
- Support new forms of public and community ownership of low carbon infrastructure. This could support the Council’s ambition to set up an Oldham Energy Company to keep the value of green energy, local and boosting community groups such as Oldham Community Power and Saddleworth Hydro.

6. Councillor S. Bashforth asked the following question:

“Why is Salmon Fields Road flooding so much it needs to be closed on a seemingly regular basis? Salmon Fields Road is the main route for the adjacent industrial estate, Moss Lane Industrial Estate, the proposed industrial area on the old Higginshaw Gas Works site and as a bypass for Turf Lane. Who is responsible for the water control here? And when will this increasingly serious problem be resolved?”

Councillor Ali, Deputy Cabinet Member for Neighbourhoods Services responded that the flood water was emanating from the adjacent Council owned land which was the route of a former railway line. This former railway line was served by a drainage system which was now failing and causing water to surcharge onto the highway during periods of heavy rain. The Council was currently undertaking emergency works which would help to alleviate the flooding at this location in the short to medium term, and a scheme was being progressed also to identify a long-term solution to resolve the problem.

7. Councillor Shuttleworth asked the following question:

“In 2018 I raised a question relating to the vacant former police station on Broadgate in Chadderton and the response in part at that time was: The Scenes Of Crimes Officers (SOCO) are going to be moving in and operating from the building, however this will require the building to undergo a refurbishment and is being modified for this purpose. It is anticipated that the work will take place in 2019/2020. May I ask the Cabinet Member for an update.”

Councillor Shah, Statutory Deputy Leader of the Council and Cabinet Member for Social Justice and Communities responded that the Council had no information on progress at this time. Enquiries would be made to Greater Manchester Police as the owner of the building and an update would be provided when received.

8. Councillor Harkness asked a question related to recent incidents in Dobcross. Councillor Harkness thanked officers for their work following the incidents. Councillor Harkness stated that the Cabinet Member would be aware of a motion that the Liberal Democrats had put forward around a lorry watch scheme. Councillor Harkness asked if the Council would look into putting weight restrictions and signage in place in the area of Dobcross. Councillor Harkness also advised that residents were petitioning for a 20-mph default speed limit. The Liberal Democrats had proposed that Oldham join the ‘20’s Plenty’ campaign which would have assumed a borough wide 20 mph speed limit which was not taken up. Councillor Harkness asked if this could be looked at again or at least look at introducing such a scheme for Dobcross.

Councillor Ali, Deputy Cabinet Member for Neighbourhoods Services, responded that he would look into the issue and respond to Councillor Harkness.

9. Councillor Shuttleworth asked the following question:

“As the highways team gear up for whatever the winter months may throw our way would the relevant Cabinet Member be good enough to advise the likely spend on the gritting of our roads in order to make them as safe as reasonably possible.”

Councillor Ali, Deputy Cabinet Member for Neighbourhoods Services, responded that the cost of winter gritting was entirely dependent upon what the winter months brought, but the best use of staff and resources was considered and actioned at all times, from purchasing salt in the summer months when the cost was significantly less expensive to very close monitoring of weather conditions to optimise available resources in the most cost effective way. The primary aim was to keep the primary highway network free of ice and snow at all times as far as was reasonably possible to help ensure a safe journey for all commuters with efforts concentrated on areas that would benefit the most people.

At this point in the meeting the Deputy Mayor advised that the time limit for this item had expired.

RESOLVED that the questions and responses provided be noted.



Oldham
Council

8c

Questions on Cabinet Minutes

Council were requested to note the minutes of the Cabinet meetings held on the undermentioned dates and to receive any questions on any items within the minutes from members of the Council who were not members of the Cabinet and receive responses from Cabinet Members. The minutes of the Cabinet meetings held on 19th August 2019, 16th September 2019 and the urgent key decisions taken from 27th October 2018 to 28th October 2019 were submitted.

Members raised the following questions:

1. Councillor Al-Hamdani, Cabinet Minutes 16 September 2019, Item 7, Revenue Monitor and Capital Investment Programme 2019/20 Quarter 1. Councillor Al-Hamdani asked why there was no budget for the replacement or repair of vehicle activated signs in the borough. Could the Cabinet Member provide an update on the review?

Councillor Fielding, Leader of the Council responded that the review of the signs was ongoing. The importance of the signs was noted as they had been installed for a reason. It was hoped that funding could be allocated. The Leader reminded that bids could be made into the Local Improvement Fund (LIF).

2. Councillor Harkness, Cabinet Minutes, 19 August 2019, Item 11, Delph New Road / A62 Huddersfield Road Flood Alleviation Scheme. Councillor Harkness welcomed the work to address the flooding issues in Delph. Councillor Harkness asked for reassurance that high-risk areas had been inspected appropriately and that gully maintenance had been addressed appropriately with appropriate plans in place for unexpected flooding.

Councillor Fielding, Leader of the Council responded that flooding issues were taken seriously and referred to the investment made in Environmental Services. Councillor Fielding asked Councillor Harkness to provide information on any issues. The Leader also responded that officers were continually monitoring flooding issues.

3. Councillor Sheldon, Cabinet Minutes 19 August 2019, Item 10, Plant Hire Contract. Councillor Sheldon asked about flooding and blocked drains. Councillor Sheldon did not believe that grids being emptied once a year was adequate especially with the leafy lanes in Saddleworth. When grids were blocked they were reported. Councillor Sheldon asked if extra cleaning vehicles could be moved to different parts of the borough to address the grids.

Councillor Shah, Deputy Leader of the Council, responded that she would speak to the Cabinet Member for Neighbourhoods Services and ask him to respond.

4. Councillor Byrne, Cabinet Minutes, 19 August 2019, Item 11, Delph New Road / A62 Huddersfield Road Flood Alleviation Scheme.

Councillor Byrne raised the issue of the problem of slurry which had resulted from the engineering work on the A62 and the exit from Gatehead and the incident of the memorial in Dobcross being knocked down. Councillor Byrne expressed her thanks and commended the work of engineers and officers in all departments who worked to get repairs in place.



RESOLVED that:

1. The minutes of the Cabinet meetings held on 19th August 2019, 16th September 2018 and the urgent key decisions taken from 27th October 2018 to 28th October 2019 be noted.
2. The questions and responses provided be noted.

NOTE: Councillors Alyas and Salamat left the meeting during this item.

8d

Questions on Joint Arrangements/Partnerships

Council was asked to note the minutes of the following Joint Authority and Partnership meetings and the relevant spokespersons to respond to questions from Members.

The minutes of the following Joint Authorities and Partnerships were submitted as follows:

Greater Manchester Transport Committee	9 th August 2019 13 th September 2019
Greater Manchester Waste and Recycling Committee	18 th July 2019
National Park Authority	6 th September 2019
MioCare Board	8 th July 2019
Oldham Leadership Board	11 th July 2019 26 th September 2019
Health and Wellbeing Board	25 th June 2019
Police and Crime Panel	2 nd July 2019
Commissioning Partnership Board	26 th September 2019
Greater Manchester Combined Authority	26 th July 2019 27 th September 2019 7 th October 2019
Greater Manchester Health and Care Board	26 th July 2019

Members raised the following questions:

1. Councillor H. Gloster, Oldham Leadership Board, 26 September 2019, Item 3, Oldham Climate Change Emergency. Councillor H. Gloster referred to new buildings being environmentally friendly and if triple glazing, installation of solar panels and electric charging should be included. Councillor H. Gloster asked what plans were in place to ensure environmental resourcefulness for new and renovated buildings? If there was not a plan in place which would such a scheme be adopted?

Councillor Fielding, Leader of the Council, responded that Green New Deal would be brought forward soon which would answer and details would be shared in due course.

2. Councillor Hamblett, GMCA Minutes, 26 July 2019, Item 164/19 – Greater Manchester Model – White Paper on Unified Public Services for the People of Greater Manchester. Councillor Hamblett asked about Oldham Services and now that Unity Partnership was wholly owned by the Council what steps would be taken for both organisations to work together and improve the provision of services to Oldham.

Councillor Fielding, Leader of the Council gave assurance that since the company had become wholly owned services would work closely to eliminate duplication and perform better.

3. Councillor Davis, GMCA Minutes 26 July 2019, Item 168/19, Voluntary Sector Accord. Councillor Davis asked for an update on what was happening in Oldham.

Councillor Fielding, Leader of the Council responded that he was proud of the way the sector operated and highlighted the work of the Street Angels, work in partnership with church groups and that the scheme encompassed all groups who were unfortunate to find themselves homeless.

4. Councillor Moores, GM Waste and Recycling Committee, 18 July 2019, Item WRC19/19, Household Waste and Recycling Centre Access Restriction Policy. Councillor Moores welcomed the measure to control trade waste and asked about the impact on domestic waste and would the scheme be introduced consistently and residents kept advised of changes.

Councillor Toor, spokesperson for the Greater Manchester Waste and Recycling Committee responded that she would work with officers to seek clarification.

5. Councillor Leach, Greater Manchester Transport Committee, 13 September 2019, Item GMTTC/38/19, Rail Stations Access for All Mid-Tier Programme. Councillor Leach referred to the statement of paying for taxis to Stalybridge due to the accessibility issues at Greenfield Station and what information could be given to constituents and sought clarification on the sustainability of the scheme.

Councillor Fielding, Leader of the Council responded that the inaccessibility problems at Greenfield Station had been raised repeatedly as the station had not received investment. The taxi scheme was still live and would be paid for by the operator.

6. Councillor Al-Hamdani, Health and Wellbeing Board, 25 June 2019, Item 11, Suicide Prevention Update. Councillor Al-Hamdani asked a question related to mental health in Oldham and the issue of nitrous oxide and its long-term effects. Councillor Al-Hamdani asked if there were any statistics on the impact of this on the health of young people in the borough and any additional programmes which assisted in prevention?

Councillor Harrison, Chair of the Health and Wellbeing Board responded that she would find out the information and respond to Councillor Al-Hamdani.



Oldham
Council

7. Councillor Goodwin, Greater Manchester Transport Authority, 9 August 2019, Item 8, Forthcoming Changes to the Bus Network. Councillor Goodwin referred to the Number 81 service and that the service had been reduced. Councillor Goodwin asked that the opportunity be taken to take part in the consultation on the bus service on the Transport for Greater Manchester website to take back control of the buses.

Councillor Fielding, Leader of the Council, responded that First Bus had been engaged when making the changes but had not provided details on the reduction of services. Residents were reminded to respond to the consultation.

RESOLVED that:

1. The minutes of the Joint Authorities and Partnership meetings as detailed in the report be noted.
2. The questions and responses provided be noted.

9

NOTICE OF ADMINISTRATION BUSINESS

Motion 1 – Better Buses for Greater Manchester

Councillor Ball MOVED and Councillor Hulme SECONDED the following MOTION:

“This council notes that following deregulation of the UK bus network outside of London in the 1980s, bus companies run whatever routes they like, charging what they like, with various ticketing structures. This means that in 2017 there were 140 types of tickets available in Greater Manchester, across 22 different bus companies, and usage is declining as passengers opt for similar alternatives.

The Greater Manchester Combined Authority is now consulting on how our buses are run, proposing to introduce a franchising system that will make the bus network better coordinated, simpler, more far reaching, and responsive to the needs of residents rather than for private profit.

This council resolves to:

- Encourage residents to complete the GMCA’s consultation into bus franchising.
- Explain the benefits of bus franchising for Oldham.
- Request that the Chief Executive write to Mayor Andy Burnham on the matter, calling on him to choose to regulate our buses in Greater Manchester, which he has the power to do following the consultation.”

Councillors Sykes spoke in support of the Motion.

Councillor Jabbar MOVED and Councillor Chadderton SECONDED that the MOTION be MOVED to the VOTE.

Councillor Ball did not exercise her right of reply.

On being put to the vote, the MOTION was CARRIED UNANIMOUSLY.

RESOLVED that:

1. Residents would be encouraged to complete the GMCA's consultation into bus franchising.
2. The benefits of bus franchising for Oldham would be explained.
3. The Chief Executive be requested to write to Mayor Andy Burnham on the matter, calling on him to choose to regulate our buses in Greater Manchester, which he had the power to do following the consultation.

Motion 2 – Free Personal Care

Councillor Harrison MOVED and Councillor Chadderton SECONDED the following MOTION:

“The Council notes that over a million older people in England are struggling with unmet care needs and believes that in light of an ageing population we need bold changes to deliver a long-term funding solution for social care.

The Council believes that it is fundamentally unfair that to access basic care many older people face catastrophic costs that can run into hundreds of thousands of pounds, wipe out a lifetime of savings, and force families to sell their homes.

The Council also believes that England's care system needs major reform to provide a long-term sustainable funding solution and to make care free at the point of use.

The Council therefore supports the introduction of free personal care for all older people in England, alongside a new social care contribution to fully fund the policy on a sustainable basis.

The Council calls on the Government to take the necessary steps to implement this policy as swiftly as possible to end the care crisis and properly support older people in the borough of Oldham.

This Council resolves to instruct the Chief Executive to:

1. Write to the Secretary of State for Health and Social Care urging swift action to bring forward proposals to reform and fund the social care system to a decent standard for all.
2. Write to our three local MP(s) to support the campaign for free personal care, and to speak up in favour of the policy in the House of Commons and through their wider activity.”

Councillor Sykes spoke in support of the motion.

Councillor Hamblett spoke in support of the motion.

Councillor Chauhan exercised his right of reply.

On being put to the vote, the MOTION was CARRIED UNANIMOUSLY.

RESOLVED that:

1. The Chief Executive be instructed to write to the Secretary of State for Health and Social Care urging swift action to bring forward proposals to reform and fund the social care system to a decent standard for all.
2. The Chief Executive be instructed to write to the three local MPs to support the campaign for free personal care, and to speak up in favour of the policy in the House of Commons and through their wider activity.

10

NOTICE OF OPPOSITION BUSINESS

Motion 1 – Clean Air Outside Our Schools

Councillor Williamson MOVED and Councillor Al-Hamdani SECONDED the following MOTION:

“This Council notes that:

- Our residents, staff and children are exposed to unsafe levels of pollutants outside of schools at peak times in the morning and afternoon.
- Road transport is one of the biggest contributors to particulate matter and pollution in Oldham Borough.
- Epidemiological studies show that symptoms of bronchitis in asthmatic children increase in association with long-term exposure to pollutants, as well as stunting lung growth.
- Only a handful of schools across the country are trialling ‘No Vehicle Idling zones’ yet they bring many health benefits.
- Air pollution poses a serious threat to the health and development of young people. While many of the policy interventions to rectify this problem would have to come from central Government or the Greater Manchester Clean Air Plan, this Council can do more and needs to be proactive on this issue.
- That there should be No-Vehicle-Idling zones around schools across the Borough.

This Council resolves to:

- Review the work done by No-Vehicle-Idling nationally in other local authorities and work this into Oldham’s action plan for No-Vehicle-Idling Zones.
- Implement No-Vehicle-Idling Zones, around as many primary schools in the Borough as possible, by the end of 2022.
- Work closely with schools that are part of the scheme to inform parents and carers of the No-Vehicle-Idling Zones.
- Encourage local businesses to sponsor green walls on school buildings and tree planting near schools and the appropriate cabinet member include this in their action plan.”

Councillor Harkness spoke in support of the Motion.

Councillor Sheldon spoke in support of the Motion.

Councillor McLaren spoke on the Motion.

Councillor Roberts MOVED and Councillor Jabbar SECONDED that under Council Procedure Rule 8.4(d) the motion be referred to the Overview and Scrutiny Board.



On being put to the vote, that the MOTION be REFERRED to Overview and Scrutiny Board was CARRIED UNANIMOUSLY.

RESOLVED that under Council Procedure Rule 8.4(d) the motion be referred to the Overview and Scrutiny Board.

Motion 2 – Anti-Bullying Week 2019 ‘Change Starts with Us’

Councillor Harkness MOVED and Councillor Hamblett SECONDED the following MOTION:

“This year’s Anti-Bullying Week has the theme ‘Change Starts with Us’ and is happening from Monday 11th November – Friday 15th November 2019.

This Council unfortunately notes that:

- Trades Union Congress (TUC) research revealed nearly a third of people have been bullied at their workplace. Of those bullied, half said it had an adverse impact on their performance at work.
- Female employees are more likely to be victims of bullying than males.
- People of all ages are bullied because of their race, culture, faith, appearance, identity, socioeconomic status, interests/hobbies, academic ability, mannerisms, and whether they are young carers or looked after children. This bullying can take place in person or online.
- Nearly half of lesbian, gay, bisexual and trans young people have been bullied at school for being LGBTQIA+. Children with disabilities and those with special educational needs are around twice as likely to be bullied.
- Bullying pervades every level of human society, even the Houses of Commons. Dame Laura Cox’s report into the Bullying and Harassment of House of Commons staff in 2018 revealed a dysfunctional workplace – particularly faced by women. Bullying and sexual harassment was reported to have long been ‘tolerated and concealed’.
- Sometimes this bullying takes place in the home and serves as domestic abuse and violence.

This Council resolves to:

- Have the relevant cabinet member communicate with schools in Oldham Borough about the packs released especially for primary and secondary schools from the Anti-Bullying Alliance. These will include lesson plans, activity ideas, cross curricular activities for students and teachers.
- Allow people to access a link to the Anti-Bullying Alliance website from the Council web page that gives bullying support and advice.
- Have Oldham Council sign up as a supporter of Anti-Bullying Week.
- Build on the #Stop work done by Oldham Youth Council in 2016 on highlighting that bullying is not ok.

- To join the UK-wide Anti-Bullying Alliance, which already comprises over 140 organisations and individuals.
- Develop an Anti-Bullying training programme for councillors and review the current Council anti-bullying policy.
- To adopt the Anti-Bullying Alliance’s definition of bullying and that Oldham Council staff are encouraged to undertake the Anti-Bullying Alliance’s online training module, so they can feel more confident in identifying and calling out or reporting bullying behaviour.
- To deal with workplace bullying more effectively, the Council will provide a link to the Advisory, Conciliation and Arbitration Service (ACAS) on the Council Anti-Bullying policy webpage.”

Councillor Mushtaq spoke in support of the Motion.

Councillor C. Gloster spoke in support of the Motion.

Councillor Harkness did not exercise his right of reply.

On being put to the vote, the MOTION was CARRIED UNANIMOUSLY.

RESOLVED that:

1. The relevant Cabinet Member would communicate with schools in Oldham Borough about the packs released especially for primary and secondary schools from the Anti-Bullying Alliance. These included lesson plans, activity ideas, cross-curricular activities for students and teachers.
2. Access be allowed via a link to the Anti-Bullying Alliance website from the Council’s web page that gives bullying support and advice.
3. Oldham Council sign up as a supporter of Anti-Bullying Week.
4. The #Stop work done by Oldham Youth Council in 2016 be built on highlighting that bullying was not ok.
5. The Council join the UK-wide Anti-Bullying Alliance which already comprised over 140 organisations and individuals.
6. An anti-bullying training programme for councillors and the current anti-bullying policy be reviewed.
7. The Anti-Bullying Alliance’s definition of bullying be adopted and that Oldham Staff were encouraged to undertake the Anti-Bullying Alliance’s online training module so they could feel more confident in the identification and calling out or reporting bullying behaviour.
8. The Council would provide a link to the Advisory, Conciliation and Arbitration Service (ACAS) on the Council’s Anti-Bullying policy webpage.

Motion 3 – Take the Franchise off Northern Rail

Councillor Sykes MOVED and Councillor H. Gloster SECONDED the following MOTION:

“This Council notes that:

- There is a contingency plan to renationalise Northern Rail by the government.
- The current Northern Rail franchise has consistently failed to deliver on services it was contracted to provide.
- There are significant cross-party calls to remove the franchise from the current operators.
- Customers are experiencing a poor and sometimes non-existent service from Northern Rail.

This Council resolves to:

- Write to the Minister of Transport asking them to remove the current operators and place the franchise with someone more capable of delivering the service required.
- Work closely with the Greater Manchester Combined Authority and the Mayor of Greater Manchester to find a new operator to give the current Northern Rail customers the rail service they are entitled to.”

AMENDMENT

Councillor Leach MOVED and Councillor S. Bashforth SECONDED the following AMENDMENT:

“Delete bullet point 1 after this Council notes.

Insert ‘the current Northern Rail franchise has consistently failed to delivery on services it was contracted to provide and is just one example of a failed policy which provides profits for rail operators while increasing fares for passengers and an outdated and fragmented service.’

Delete remaining bullet points.

Delete both bullet points after ‘This council resolves to’ and insert

‘This Council believes that it is time to take back the railways into public ownership by a public ownership of the railways bill to repeal the Railways Act 1993 under which the Conservatives privatised our railways.

This Council resolves to ask the Chief Executive to write to the Minister for Transport asking for the franchise to be withdrawn from Northern Rail and for the service to be run in the interests of passengers under public control rather than that of rail franchisees.’

The amended motion to read:

“This Council notes that the current Northern Rail franchise has consistently failed to deliver on services it was contracted to provide and is just one example of a failed policy which provides profits for rail operators while increasing fares for passengers and an outdated and fragmented service.

This Council believes that it is time to take back the railways into public ownership by a public ownership of the railways bill to repeal the Railways Act 1993 under which the Conservatives privatised our railways.

This Council resolves to ask the Chief Executive to write to the Minister for Transport asking for the franchise to be withdrawn from Northern Rail and for the service to be run in the interests

of passengers under public control rather than that of rail franchisees.”

Councillor Sykes exercised his right of reply.
Councillor Leach exercised her right of reply.

A vote was then taken on the AMENDMENT.

On being put to the vote, 36 votes were cast in FAVOUR of the AMENDMENT and 12 votes were cast AGAINST with 0 ABSTENTIONS. The AMENDMENT was therefore CARRIED.

Councillor Sykes did not exercise his right of reply.

On being put to the vote, 36 votes were cast in FAVOUR of the SUBSTANTIVE MOTION and 0 votes were cast AGAINST with 12 ABSTENTIONS. The SUBSTANTIVE MOTION was therefore CARRIED.

RESOLVED that the Chief Executive be asked to write to the Minister for Transport asking for the franchise to be withdrawn from Northern Rail and for the service to be run in the interests of passengers under public control rather than that of rail franchisees.

11 **UPDATE ON ACTIONS FROM COUNCIL**

Consideration was given to a report of the Director of Legal Services which informed members of actions that had been taken following previous Council meetings and provided feedback on issues raised at those meetings.

RESOLVED that the action taken regarding motions and actions from previous Council meetings be agreed and correspondence and updates received be noted.

12 **2018/19 ANNUAL STATEMENT OF ACCOUNTS**

Councillor Jabbar MOVED and Councillor Fielding SECONDED the report of the Director of Finance which presented the Council’s recently approved 2018/19 Audited Statement of Accounts, the External Auditor (Mazars LLP) Audit Completion Report (ACR) and Annual Audit Letter.

The audited Statement of Accounts was presented to the audit Committee on 25 June 2019 and subsequently approved on 10 July 2019. A report on the 2018/19 Statement of Accounts was presented for consideration to Cabinet at its meeting on 16 September 2019, whereby the accounts were noted and commended to Full Council.

The report highlighted:

- The content of the External Auditors Audit Completion Report and subsequent Letter on the Conclusion of Pending Matters (Appendices 3 and 4) and Annual Audit Letter (Appendix 5) which contained the unqualified opinion on the Statement of Accounts and positive value for money opinion.

- The overall revenue outturn position for 2018/19 was a surplus of £0.849m. This was an increase on the favourable variance of £0.255m projected at Month 9 that was reported to Cabinet on 25 March 2019.
- The year-end variances that were attributable to each portfolio.
- Schools balances at 31 March 2019 were £6.925m but were offset by the deficit on the Dedicated Schools Grant (DSG) of £2.723m leaving a net balance of £4.202m held within other earmarked reserves.
- The final Housing Revenue Account (HRA) balance was £21.305m.
- The balance on the Collection Fund was a surplus of £4.147m.
- The small reduction in revenue account earmarked reserves of £2.108m to a level of £80.623m, an increase in other earmarked reserves to a level of £12.935m and an increase in balances to £14.840m, reflective of the revenue outturn position.
- Expenditure on the Council's Capital Programme for 2018/19 was £48.564m, which was a small increase on the Month 9 forecast expenditure of £48.267m. The increase in expenditure required funding allocated to future years to be re-profiled to fully finance the Capital Programme in 2018/19.
- Capital Receipts in year totalled £6.180m, which when taken with the brought forward balance, gave a total of £14.927m, which was used to finance the Capital Programme in year.
- The significant items in each of the primary financial statements.
- Changes to the draft Statement of Accounts.
- The performance of the Finance Team in the closure of the accounts.

The presentation of the Audited Statement of Accounts and related documents provided all members with the opportunity to review the Council's year-end financial position (following completion of the audit by the Council's External Auditors, Mazars LLP).

Councillor C. Gloster spoke on the report.

Councillor Jabbar exercise his right of reply.

RESOLVED that the Council's final accounts position for 2018/19, the Statement of Accounts, the Audit Completion Report and the Annual Audit Letter be noted.

13

POLLING DISTRICT AND POLLING PLACE REVIEW 2019

Consideration was given to a report of the (Acting) Returning Officer which presented proposals on polling arrangements for Oldham as a result of a review of Polling Districts, Polling Places and Polling Stations.

The Electoral Registration and Administration Act 2013 required the Council to undertake regular reviews of all polling districts and polling areas in its area. The Act provided that the next review must be held between 1 October 2019 and 31 January 2020. Subsequent reviews must be every five years within a sixteen-month period beginning with 1 October 2023.

Comments on the proposals had been considered by the Returning Officers and recommendations for each ward were set out at Appendix A to the report.

RESOLVED that:

1. The Polling District Review which incorporated changes considered appropriate be approved.
2. The proposed changes to polling districts and polling districts incorporating the recommendations as attached at Appendix A in respect of Chadderton North, Failsworth East and Werneth be approved.
3. The Chief Executive, as Returning Officer, in consultation with Group Leaders, be authorised to identify an alternative polling station, if necessary, for any other polling stations unavailable on the date of the election.

14

WELFARE REFORM UPDATE

Councillor Jabbar MOVED and Councillor Fielding SECONDED a report of the Director of Finance which presented a status update on the Government's Welfare Reform Programme.

The Government's Welfare Reform Programme continued to have an impact on the residents of Oldham. Most of the Government's cuts to the Welfare budget, as part of wider austerity measures, had been implemented. Universal Credit was yet to fully rolled out and 2019/20 saw the fourth consecutive year of the freeze on working age benefits.

The Welfare Reform dashboard attached at Appendix 1 to the report set out the current position. The report provided as snapshot of the current position which detailed the number of location of benefit claimants and unemployment levels in the borough and included details of the support provided by the Council to vulnerable residents including awards of Discretionary Housing Payments (DHPs) to support those experiencing difficulty in covering housing costs and the issue of food bank vouchers to support those experiencing extreme financial hardship. Deprivation and the associated costs were also incorporated into the report and included homelessness and the cost of temporary accommodation.

The report outlined Universal Credit and the Conditionality Regime, Unemployment and Claimant Levels, changes to Universal Credit, benefit freeze on 'working age' benefits, Coordinated Crisis Support Pilot, Holiday Hunger Scheme and Living Wage.

Councillor Ali spoke on the report.

Councillor Jabbar did not exercise his right of reply.

RESOLVED that the Welfare Reform Update be noted.

15

REVISION OF BYELAWS MADE UNDER SECTION 19 OF THE PUBLIC LIBRARIES & MUSEUMS ACT, 1964

Consideration was given to a report which sought approval for the revision of Byelaws under Section 19 of the Public Libraries and Museum Act, 1964.

The current byelaws had not been formally updated since 1985. Byelaws had been drafted in 2011 and 2016 but had not been approved the Department for Digital, Culture, Media and Sport (DCMS). The Society of Chief Librarians revised the existing model library byelaws for England which reflected changes in how people used libraries whilst maintaining suitable protections. The Secretary of State for DCMS approved the new set of model library byelaws in 2017. The revised byelaws as outlined in the report were in line with the revised model byelaws.

The differences between the old and new model byelaws were outlined in the report.

RESOLVED that the byelaws made under Section 19 of the Public Libraries & Museum Act, 1964 as amended and updated as detailed in Appendix 1b to the report be approved.

16

REVIEW OF JNC PINK BOOK YOUTH WORKERS GRADING STRUCTURE

Consideration was given to a report regarding the 2019 JNC Pink Book Youth Workers pay award, as part of the national collective agreement has removed the lowest Spinal Column Point, Point 2. As the Council was a member of the Local Government Association (LGA), who had negotiated the agreement with the relevant trades unions on our behalf, the Council was now obliged to meet the employees' contractual requirements to review the Council's grading structure to comply with these national provisions.

Following the collective agreement between the LGA and associated Trades Unions (UNISON, Unite the Union, University and College Union and National Education Union), individual councils had to accommodate the removal of Point 2. The Council was required to review Youth Worker grades, as the entry level grade was First Level 1 – 2, which had now been deleted. The affected workers would be moved onto First Level 3 – 6 and the Youth Service would like to re-establish First Level 7 – 10 to create a more progressive career structure for sessional and locally qualified Youth Workers. The Council had enhanced the previous lowest salary within Youth Work to ensure staff were paid the Foundation Living Wage.

RESOLVED that the revised JNC Pink Book Youth Workers grading structure, as outlined in Section 3 of the report, be

adopted with an effective implementation date of 1st September 2019.



Oldham
Council

The meeting started at 6.00 pm and ended at 10.14 pm

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COUNCIL

Petitions

Portfolio Holder: Various

Officer Contact: Various

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

8th January 2020

Reason for Decision

The decision is for Elected Members to note the petitions received by Council in accordance with the Petitions Protocol.

Petitions Received

People and Place

Reference 2019-11: Petition regarding the Footpath on the Bridge on Delph New Road (Saddleworth North Ward) received on 8 November 2019 with 483 signatures

Reference 2019-02: Petition requesting a 20 MPH Scheme for Dobcross (Saddleworth North Ward) received on 8 November 2019 with 523 signatures

Recommendations

It is recommended that Council note the petitions received.

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Present: Councillor Fielding (Chair)
Councillors Chadderton, Jabbar, Mushtaq, Roberts, Shah and
Ur-Rehman

1 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Chauhan.

2 **URGENT BUSINESS**

There were no items of urgent business received.

3 **DECLARATIONS OF INTEREST**

Councillors Fielding, Jabbar and Shah declared a personal interest in Items 8 and 11 by virtue of their Council appointment to the Foxdenton Development Board.

4 **PUBLIC QUESTION TIME**

5 **MINUTES OF THE CABINET MEETING HELD ON 16TH
SEPTEMBER 2019**

RESOLVED - That the minutes of the Cabinet meeting held on 16th September be approved as a correct record.

6 **EDUCATION PROVISION STRATEGY 2020-2024**

Consideration was given to a report of the Director of Education and Skills and Early Years which sought approval of the draft Education Provision Strategy 2020/24 and delegated authority to update the strategy annually in line with demographic and place pressures during the period the strategy was in place.

The strategy provided the context and policy for the provision of education places for children and young people aged 2-19 including both mainstream school places and SEND.

It was reported that the Council had a statutory duty to ensure there were enough school places available to local children and young people. The Current process of approving and the establishment of new provision was in comparison to other Greater Manchester Authorities was lengthy and time consuming. A new process of approving schools and expansions was contained within the strategy.

Options/alternatives considered

Option 1 - Adopt the Education Provision Strategy as appended to this report. The strategy reflected the Council's position to provide high quality places and provision.

Option 2 - Suggest amendments to the strategy as presented. This was not a recommended option as the strategy had been developed to address the most pressing requirements in the Borough.

Option 3 - Decide not to adopt the strategy, which would leave the council vulnerable in implementing its statutory duty to provide enough school places.

RESOLVED – That:

1. The Education Provision Strategy 2020-2024 be approved and adopted.
2. Authority be delegated to the responsible Cabinet Member and the responsible Director to update the strategy annually in line with demographic and place pressures during the period that the strategy was in place.

7

SADDLEWORTH SCHOOL UPDATE

Consideration was given to a report of the Director of Economy which sought to update the Cabinet on works required to be carried out by the Council in support of the replacement Saddleworth School on the former WH Shaw site.

Further to reports considered by the Cabinet on the 21st July 2014 and 30th March 2015, a revised cost of the scheme was provided to Members and approval was sought to delegate the negotiation and agreement of the updated Head of Terms for the land transaction to the Deputy Chief Executive in consultation with the Cabinet Member for Education and Skills and the Leader.

Options/alternatives considered

Option 1 – To agree the recommendations as detailed within the report.

Option 2 – Not to agree the recommendations as detailed within the report.

RESOLVED – That the Cabinet would consider the commercially sensitive information as detailed at Item 10 before making a decision.

8

BROADWAY GREEN - CONSTRUCTION OF NEW LINK ROAD

Councillors Fielding, Jabbar and Shah declared a personal interest in Items 8 and 11 by virtue of their Council appointment to the Foxdenton Development Board.

Consideration was given to a report of the Deputy Chief Executive, People and Place which sought to update the Cabinet on the progress made regarding the Broadway Green Development and sought approval to the provision of a commercial loan to the Joint Venture company delivering the project.

The Broadway Green Development was being promoted by a Joint Venture partnership between Oldham Council, Grasscroft Property and Seddon Construction. The site had detailed planning consent for a new link road and the first two residential phases of the development.

Most of the link road from Foxdenton Lane had been constructed and the next and final phase of the development was the construction of the new Broadway Junction. Prior to the start of the works, Highways England required a bond which

they would hold and utilise to cover the cost of any works if there was an issue that required attention.

On completion, the new junction, would become adopted highway and the responsibility of Highways England.

Options/alternatives

As detailed in the commercially sensitive report at Item 11

RESOLVED – That the Cabinet would consider the commercially sensitive information as detailed at Item 11 before a decision.

9 **EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED that, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they contain exempt information under paragraphs 3 of Part 1 of Schedule 12A of the Act, and it would not, on balance, be in the public interest to disclose the reports.

10 **SADDLEWORTH SCHOOL UPDATE**

The Cabinet gave considered the commercially sensitive information in relation to Item 7 – Saddleworth School Update.

RESOLVED – That the recommendations as detailed in the commercially sensitive report be approved.

11 **BROADWAY GREEN - CONSTRUCTION OF NEW LINK ROAD**

The Cabinet considered the commercially sensitive information in relation to Item 8 – Broadway Green – Construction of New Link Road.

RESOLVED – That the recommendations as detailed in the commercially sensitive report be approved.

The meeting started at 6.00pm at finished at 6.12pm

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Present: Councillor Fielding (Chair)
Councillors Jabbar, Mushtaq, Roberts, Shah and Ur-Rehman

1 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Chadderton and Chauhan.

2 **URGENT BUSINESS**

There were no items of urgent business received.

3 **DECLARATIONS OF INTEREST**

Councillor Roberts declared a personal interest at Items 12 and 16 Procurement of Early Intervention Service and Health Improvement and Weight Management Service by virtue of her Council appointment to the Positive Steps Board.

4 **PUBLIC QUESTION TIME**

There were no public questions received.

5 **MINUTES OF THE CABINET MEETING HELD ON 21ST OCTOBER 2019**

RESOLVED – That the minutes of the Cabinet meeting held on 21st October 2019 be approved.

6 **TREASURY MANAGEMENT MID YEAR REVIEW REPORT 2019**

The Cabinet gave consideration to a report of the Director of Finance which advised them of the performance of the Treasury Management function of the Council for the first half of 2019/20 and provided a comparison of performance against the 2019/20 Treasury Management Strategy and Prudential Indicators.

The Cabinet were informed that the Council was required to consider the performance of the Treasury Management function in order to comply with the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management (revised 2017). The report set out the key Treasury Management issues, for Members' information and review, and outlined:

- An economic update for the first six months of 2019/20;
- A review of the Treasury Management Strategy Statement and Annual Investment Strategy;
- The Council's capital expenditure, as set out in the Capital Strategy, and prudential indicators);
- A review of the Council's investment portfolio for 2019/20;
- A review of the Council's borrowing strategy for 2019/20;
- Why there has been no debt rescheduling undertaken during 2019/20;

- A review of compliance with Treasury and Prudential Limits for 2019/20.



Oldham
Council

Options/ Alternatives considered:

In order that the Council complied with the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management, the Council had no option other than to consider and approve the contents of the report. Therefore no options/alternatives were been presented for consideration.

RESOLVED - That the following be approved and commended to Council:

1. The Treasury Management activity for the first half of the financial year 2019/20 and the projected outturn position
2. The amendments to both Authorised Limit and Operational Boundary for external debt as set out in the table at Section 2.4.5 of the report.
3. The amendments to the Capital Financing Requirement (CFR) as set out in the table at section 2.4.5
4. The addition to the Treasury Management Strategy 2019/20 with regards to specified investments as presented at Appendix 3.

7

REVENUE MONITOR AND CAPITAL INVESTMENT PROGRAMME 2019/20 QUARTER 2 – SEPTEMBER 2019

Consideration was given to a report of the Director of Finance which provided the Cabinet with an update on the Council's 2019/20 forecast revenue budget position and the financial position of the capital programme as at 30th September 2019 (Quarter 2) together with the revised capital programme 2019/23.

In relation to the Revenue position, the Cabinet was informed that the current forecast outturn position for 2019/20 was a projected deficit variance of £1.625m, after allowing for approved and pending transfers to and from reserves.

The most significant areas of concern were the People and Place, Children's Services and Community Services & Adult Social Care portfolios. Action was being taken and would continue for the remainder of the financial year to address variances and take mitigating action as detailed in the report. The overall corporate position was, to a limited extent, being managed by offsetting favourable variances, most noticeably from Capital, Treasury and Corporate Accounting budgets. An update on the major issues driving the projections was provided. The report reflected the financial position at Quarter 2 and could be regarded as an early warning of the potential year end position if no corrective action was taken. The Cabinet noted that management action had been initiated across all service areas to review and challenge planned expenditure and to maximise income. Progress was being made and this was demonstrated in the position outlined in this report.

Information on the Quarter 2 position of the Dedicated Schools Grant (DSG), Housing Revenue Account (HRA) and Collection Fund was also outlined in the report. There were currently no significant issues of concern in relation to the HRA, however the

Collection Fund was forecasting an in-year deficit of £195k. The DSG continued to be an area which was facing a financial challenge, with a projected deficit increase in 2019/20. Action was being

taken with the aim of reducing the cumulative deficit and bringing the DSG towards a balanced position.

Options/Alternatives considered:

1. Approve the forecast revenue and capital positions presented in the report, including proposed changes.
2. Approve some of the forecasts and changes included in the report.
3. Not to approve any of the forecasts and changes included in the report.

RESOLVED - That:

1. The forecast revenue outturn for 2019/20 at Quarter 2 being a £1.625m overspend be approved.
2. The forecast positions for both the HRA and Collection Fund be approved.
3. The use of reserves as detailed in Appendix 1 to Annex 1 of the report be approved.
4. The revised capital programme for 2019/23 as at Quarter 2 be approved.

8

SEND STRATEGY AND DEVELOPMENT PLAN

The Cabinet considered a report of the Director of Education, Skills and Early Years which sought approval of the Special Educational Needs and or Disabilities (SEND) Strategy and Development Plan.

Following the Ofsted/CQC inspection in October 2017 of Oldham's effectiveness in identifying and meeting the needs of children and young people who have SEND, the local SEND Partnership had co-produced a new SEND Strategy and development plan for Oldham.

It was reported that as a local partnership significant improvement was being driven to ensure the services offered were making a real difference to the lives of Oldham's children and young people with special educational needs and disabilities.

The final version of the SEND strategy and development plan were appended to the report for consideration and approval.

Option 1 – Approve the SEND strategy and development plan.

Option 2 – Do not approve the SEND strategy and development plan.

RESOLVED – That:

1. The Special Educational Needs and Disabilities Strategy and development Plan as appended to this report be approved.
2. The mission and outcomes of Special Educational Needs and Disabilities Strategy and development plan be approved and endorsed.

HOMELESS FRIENDLY

The Cabinet considered a report of the Director of Economy which provided details of a request to adopt Homeless Friendly pledges, which involved reviewing service delivery to ensure accessibility and an inclusive service for homeless people. The report provided details of the Homeless Friendly charity founded in 2017 which aims to promote a cultural shift in how homeless people are viewed and treated offering understanding and flexibility in terms of practical issues such as attending appointments.

The Housing Options service had returned in-house to Oldham Council and this presented an opportunity to review the service was delivered and pledging to become Homeless Friendly would provide reassurance to homeless people when accessing advice and support, within a non-judgemental and understanding environment.

Options/Alternatives considered

Option 1 – Pledge that Oldham Council becomes Homeless Friendly. This option would help to ensure homeless people receive an inclusive service from the Council and promote positive engagement.

Option 2 – Do not pledge to become Homeless Friendly. This would not be in line with the Council's Corporate ambition to working with a resident focus.

RESOLVED – That Oldham Council pledge to become Homeless Friendly.

PROPOSED CHARGING SCHEME FOR PRE-APPLICATION ADVICE FOR PLANNING PROPOSALS

The Cabinet considered a report of the Deputy Chief Executive, which sought approval in principle of charging fees for providing pre-application advice to prospective applicants/developers and the approval of the charging schedule attached at Appendix 1 to the report.

The Council had provided a free of charge pre-application advice service to applicants and developers however due to competing work pressures and a limited officer resource there had been delays in providing advice which had resulted in customer complaints and dissatisfaction.

The introduction of a charging scheme as operated by most Planning Authorities would enable reinvestment in the Development Management Service and provide an improvement upon the existing free advice service without additional costs to the public purse.

Option 1 – Not to provide a pre-application advice service.

Option 2 – To continue to provide a free advice service without any additional funding.

Option 3 – To provide a fee charging scheme for pre-application planning advice.

RESOLVED – That:

1. The implementation of a fee charging scheme for planning pre-application advice be approved.

2. The fee charging schedule as detailed at appendix 1 be approved.



Oldham
Council

11

OLDHAM PROPERTY PARTNERSHIPS - NORTH BANK REDEVELOPMENT RECONCILIATION

The Cabinet considered a report of the Director of Economy which sought approval to accept the terms of an agreement of reconciliation with Oldham Property Partnerships.

On 27th January 2010 the Cabinet resolved to enter into an agreement with Oldham Property Partnerships (OPP) for the developer to acquire an area of Council owned land in Failsworth. The approved report set out the basis of how the land value would be calculated, with capital receipt due to the Council only becoming known once the scheme was completed. In terms of the completed development value, the Council and OPP both appointed professional valuers. In terms of the costs of construction the Council appointed an independent quantity surveyor to verify the costs OPP claimed had been incurred in completing the development.

Terms had provisionally been agreed with OPP and approval was sought to accept the terms of the agreement.

Options/Alternatives

Option 1 – Do Nothing.

Option 2 – Seek to dispute the offer from OPP.

Option 3 – Agree the settlement being proposed by OPP.

RESOLVED – That the Cabinet would consider the commercially sensitive information contained at Item 15 of the agenda before making a decision.

12

PROCUREMENT OF EARLY INTERVENTION SERVICE AND HEALTH IMPROVEMENT & WEIGHT MANAGEMENT SERVICE

Councillor Roberts declared a personal interest at Items 12 and 16 Procurement of Early Intervention Service and Health Improvement and Weight Management Service by virtue of her Council appointment to the Positive Steps Board.

The Cabinet considered a report of the Strategic Director of Communities and Reform which sought approval for the extension of the All Age Early Help contract for a further 9 months until December 2020.

All Age Early Help was established in April 2015 with some service delivery being in-house and a significant element of the service being delivered through a contract with Positive Steps. The contract was let for 3 years with an option to extend for an additional year.

The option for a further year was exercised and in February 2019 the Cabinet agreed a further contract extension up to March 2020.

The extension was to allow for the completion of a review considering the long-term development of Early Intervention and Prevention Services.

The review produced several key considerations which would inform the proposed approach to the procurement and continuing development of those services. The request for a further extension was required in order to complete the procurement of a new all age low and medium entry level intervention service and a new health improvement and weight management service.

Option 1 – Do not re-procure the non-statutory elements of All Age Early Help Contract.

Option 2 – Extend the current contract with Positive Steps for up to nine months.

RESOLVED – That the Cabinet would consider the commercially sensitive information contained at Item 16 of the agenda before making a decision.

13

LEVY ALLOCATION METHODOLOGY AGREEMENT

The Cabinet gave consideration to a report which provided Members with an update of the Levy Methodology Agreement (LAMA).

The LAMA was a proposed 6 year agreement between the 9 District Authorities subject to the Combined Authority waste disposal arrangements, to fairly allocate the waste and resources budget and replace the 2018/19 Inter Authority Agreement.

A review of the current methodology i.e. the Inter Authority Agreement was deemed appropriate following the recent procurement exercise which resulted in a fundamentally revise contract to deliver waste disposal.

The LAMA would allocate the fixed and variable costs of the budget by waste stream, trade waste, Household Waste Recycling Centres and GMCA – Waste and Resources own costs. An update to the LAMA was required as a result of the award of a new contract. To enable the budget setting process to take account of potential waste levy costs, agreement was required by each district and the proposed 202/21 levy would then be allocated as per the LAMA.

Option 1 – Agree the proposed Levy Allocation Methodology Agreement.

Option 2 – Do not agree the proposed Levy Allocation Methodology Agreement.

RESOLVED – That the Cabinet would consider the commercially sensitive information contained at Item 17 of the agenda before making a decision.

14

EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they contain exempt information under paragraphs 3 of Part 1 of Schedule 12A of the Act, and it would not, on balance, be in the public interest to disclose the reports.

15 **OLDHAM PROPERTY PARTNERSHIPS - NORTH BANK
REDEVELOPMENT RECONCILIATION**

The Cabinet gave consideration to the commercially sensitive information in relation to Item 11 - Oldham Property Partnerships - North Bank Redevelopment Reconciliation.

RESOLVED – That the recommendations as detailed in the commercially sensitive report be approved.

16 **PROCUREMENT OF EARLY INTERVENTION SERVICE
AND HEALTH IMPROVEMENT & WEIGHT MANAGEMENT
SERVICE**

The Cabinet gave consideration to the commercially sensitive information in relation to Item 12 - Procurement of Early Intervention Service and Health Improvement & Weight Management Service

RESOLVED – That the recommendations as detailed in the commercially sensitive report be approved.

17 **LEVY ALLOCATION METHODOLOGY AGREEMENT**

The Cabinet gave consideration to the commercially sensitive information in relation to Item 13 - Levy Allocation Methodology Agreement

RESOLVED – That the recommendations as detailed in the commercially sensitive report be approved.

The meeting started at 6.00pm and finished at 6.20pm.

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**MINUTES OF THE GREATER MANCHESTER WASTE AND RECYCLING COMMITTEE, HELD
THURSDAY, 12TH SEPTEMBER, 2019 AT MANCHESTER TOWN HALL**

PRESENT:

Councillor Alan Quinn	Bury
Councillor Rabnawaz Akbar	Manchester
Councillor Shaukat Ali	
Councillor Ateeque Ur-Rehman	Oldham
Councillor Tom Besford	Rochdale
Councillor David Lancaster	Salford
Councillor Roy Driver	Stockport
Councillor Helen Foster-Grime	
Councillor Allison Gwynne (in the Chair)	Tameside
Councillor Judith Lloyd	Trafford

OFFICERS IN ATTENDANCE:

David Taylor	GMCA – Executive Director, Waste & Resources
Paul Morgan	GMCA – Waste & Resources
Lindsey Keech	GMCA – Waste & Resources
Justin Lomax	GMCA – Waste & Resources
Michelle Whitfield	GMCA – Waste & Resources
Paul Harris	GMCA – Governance & Scrutiny

WRC 19/21 APOLOGIES

Apologies for absence were received and noted from Councillors Susan Emmott (Rochdale), Robin Garrido (Salford), Paul Lally (Trafford), Yasmin Toor (Oldham) and Adele Warren (Bolton).

WRC 19/22 CHAIR’S ANNOUNCEMENTS AND URGENT BUSINESS (IF ANY)

There are no items of urgent business reported.

<u>BOLTON</u>	<u>MANCHESTER</u>	<u>ROCHDALE</u>	<u>STOCKPORT</u>	<u>TRAFFORD</u>
<u>BURY</u>	<u>OLDHAM</u>	<u>SALFORD</u>	<u>TAMESIDE</u>	<u>WIGAN</u>

Please note that this meeting will be livestreamed via www.greatermanchester-ca.gov.uk, please speak to a Governance & Scrutiny Officer before the meeting should you not wish to consent to being included in this recording.

WRC 19/23 DECLARATIONS OF INTEREST

There were no declarations of interest reported by any Member in respect of any agenda item.

WRC 19/24 MINUTES OF THE MEETING HELD ON 18 JULY 2019

The minutes of the previous meeting of the Committee, that took place on 18 July 2019, were submitted.

RESOLVED/-

That the Minutes of the GM Waste & Recycling Committee, held on 18 July 2019, be approved as a correct record.

WRC 19/25 WASTE & RECYCLING COMMITTEE WORK PROGRAMME 2019/20

David Taylor, Executive Director of Waste and Resources, introduced a report which advised Members of those proposed items for consideration at future meetings of the Committee.

RESOLVED/-

That the contents of the Waste and Recycling Committee work programme be noted.

WRC 19/26 REGISTER OF GMCA KEY DECISIONS

The GMCA Monitoring Officer provided a report which summarised those key decisions on the GMCA Key Decision Register, in relation to waste and recycling matters.

RESOLVED/-

That the contents of the Register of Key Decisions, as set out in the report, be noted.

WRC 19/27 WASTE MANAGEMENT CONTRACT UPDATE

Justin Lomax, Head of Contract Services, Waste & Resources, introduced a report which provided Members with an overview of the performance of the Waste and Resources Management Services (WRMS) and the Household Waste Recycling Centre Management Services (HWRCMS) Contracts. The report also provided updates on key issues currently affecting the waste management services during Period 1 of the new contracts. Details of health and safety matters and an update on facility modifications was also presented.

Members noted that the performance of the new contracts is monitored on a monthly basis, in arrears and in consultation with Suez. The key performance categories for the contracts are set out in the table below:

Month 1 – Combined Contracts Position	Jun-19
Total arisings	92,328
Recycling	44,245
Recycling Rate	47.9%
Landfill disposal	4,814
Diversion Rate	94.8%
HWRC performance	
Recycling Rate (Household Waste)	39.5%
Diversion (Household Waste)	92.8%
Diversion (Total Arising, including rubble)	94%
Runcorn CHP	
RDF to Runcorn	25,983
Longley Lane MRF	
Rejection of Kerbside Recycling Collections (tonnes)	43
MRF Contamination Rate (Commingled)	17%

A Member welcomed the efforts of Household Waste Recycling Centre (HWRC) staff. He was pleased to note that he had observed site staff welcoming service users to the site, checking their cargo and directing them to the appropriate recycling bay. He also highlighted their concerns about trade waste disposal and was pleased to note the proactive approach to address this. In response, officers noted that the HWRC Access Policy will strengthen the ability to identify trade waste.

RESOLVED/-

That the performance of the new Waste and Resources and Household Waste Services Contracts which commenced on 1 June 2019, be noted.

WRC 19/28 COMMUNICATION AND BEHAVIOURAL CHANGE UPDATE

Michelle Whitfield, Head of Communications and Behavioural Change, introduced a report which provided an update to Members on the Recycle for Greater Manchester Communications & Behavioural Change Delivery Plan and the Joint Communications Plan with Suez.

Members noted that the main focus of the 2019-20 delivery plan is on reducing contamination in household recycling bins by using available data such as rejected loads, sampling, Wrap’s tracker

report and visual bin checks to target resources across Greater Manchester and also on increasing recycling at the household waste recycling centres. Members also noted that the communications plan identifies the following five aims:

- Reduce contamination and improve the quality of recycling;
- Encourage waste prevention;
- Raise awareness of recycling across Greater Manchester using on and offline channels;
- Develop and promote the education service; and
- Increase recycling at the HWRCs to 42.4% (average across 20 sites by 2019/20).

A Member suggested that for print advertising of recycling matters the North Manchester Jewish Advertiser has a wide circulation in the Bury community. In response, officers noted that guidance has been sought from Bury Council officers on what publications to use and would feed this suggestion back to them.

A Member suggested that the Schools Environmental Conference is a suitable place to promote how and what to recycle. Young people can advise and influence their parents on how to recycle smarter.

Following an enquiry from a Member, officers noted that they were to meet with Manchester City Council in the upcoming days to discuss the recycling contamination campaign week. In addition, Members noted that all Greater Manchester schools were to be engaged as part of Recycle Week activities.

In response to a comment from a Member, officers explained that work was taking place with Suez to produce a GM compost brand that can be sold at the new Re-use shops. Members noted that legislation regarding peat content in compost was to be explored, as was the potential to supply compost to garden centres.

In welcoming the progress made, a Member reiterated the importance of having clear and consistent messaging on what and how residents can recycle.

Members noted that a new educational resource has been introduced which will enable outreach work to be undertaken within schools.

RESOLVED/-

That the progress made against the Recycle for Greater Manchester Communications & Behavioural Change Delivery Plan and the Joint Communications Plan with Suez, as set out in the report, be noted.

WRC 19/29 CONSULTATION RESPONSE AND NEXT STEPS

David Taylor, Executive Director, Waste & Resources, introduced a report which provided Members with responses to the Government's four consultations that were released on 18th February 2019. The consultations cover Plastic Packaging Tax, Extended Producer Responsibility (EPR), Deposit Return Scheme (DRS) and Consistent Collections. The report also identified the proposed next steps.

A Member suggested that separate collections for garden and food waste was not required and that the existing combined collations in Greater Manchester worked well for districts. In response, officers noted that government research has identified that the anaerobic digestion of food can be utilised to produce fuel. Members noted issues regarding digestion capacity and the seasonal demand for resulting digestate for land spreading.

A Member highlighted that should additional household bins and collections be required, a clear communications strategy was needed. In response, officers noted that responses were being shared with district colleagues to ensure that consistent messaging is maintained.

RESOLVED/-

That the responses to the Government's four consultations on Plastic Packaging Tax, Extended Producer Responsibility, Deposit Return Scheme and Consistent Collections, as set out in the report, be noted.

WRC 19/30 FORECAST BUDGET OUTTURN 2019/20 AND FUTURE LEVY ALLOCATION METHODOLOGY AGREEMENT (LAMA) ARRANGEMENTS

Lindsey Keech, Head of Finance, Waste & Resources, introduced a report which presented Members with forecast revenue outturn for 2019/20 for the Waste and Resources Service. The report also set out proposals to allocate the budget requirements for 2020/21 onwards to Districts via a revised Levy Allocation Methodology Agreement (LAMA) following the change in allocation of costs arising from the award of contracts to Suez. Members noted that any change will require the unanimous support from all nine Districts and for this reason, the report also set out recommendations for a formal consultation process to ensure final agreements can be considered for adoption at the January 2020 meeting of the GMCA.

RESOLVED/-

That the forecast revenue outturn for 2019/20 and the future levy allocation methodology agreement (LAMA) arrangements for the Waste and Resources Service, be noted.

WRC 19/31 DATE AND TIMES OF FUTURE MEETINGS

Members were reminded of the future meeting dates for the Committee.

RESOLVED/-

The following future meeting dates for the Committee were noted:-

Thursday 14 November 2019, 2.00 pm

Thursday 16 January 2020, 2.00 pm

Thursday 12 March 2020, 2.00 pm

WRC 19/32 EXCLUSION OF PRESS AND PUBLIC

RESOLVED/-

That, under section 100 (A)(4) of the Local Government Act 1972, member of the press and public should be excluded from the meeting for the following items of business on the grounds that this involves the likely disclosure of exempt information, as set out in paragraphs 3 & 5, Part 1, Schedule 12A of the Local Government Act 1972 and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

PART B

WRC 19/33 BUDGET AND MEDIUM TERM FINANCIAL PLAN (MTFP) UPDATE TO 2023/24 AND FUTURE LEVY ALLOCATION METHODOLOGY AGREEMENT (LAMA) ARRANGEMENTS

Lindsey Keech, Head of Finance, Waste & Resources, provided a report which set out the forecasted revenue and outturn for 2019/20 for the Waste and Resources Service alongside the Medium Term Financial Plan (MTFP) to 2023/24. Details of the future Levy Allocation Methodology Agreement (LAMA) arrangements were also presented.

Members raised questions in relation to:-

- a) Commercial assessments;
- b) Raikes Lane;
- c) New vehicles.

RESOLVED/-

That the Budget and Medium Term Financial Plan (MTFP) update to 2023/24 and future Levy Allocation Methodology Agreement (LAMA) arrangements, as set out in the report, be noted.

WRC 19/34 WASTE MANAGEMENT CONTRACT UPDATE

Justin Lomax, Head of Contract Services, Waste and Resources, provided an update on performance and commercial issues relating to the new Waste and Resources and Household Waste Recycling Centre Management Services Contracts that commenced on 1st June 2019 and close down of the run off contract with Viridor.

Members raised questions in relation to:-

- a) Weigh-bridge access;
- b) Reliance Street facility;
- c) Raikes Lane facility;
- d) Insurance; and
- e) Pensions.

RESOLVED/-

- 1) That the performance details of the Waste Management Contracts and those key risks, as set out in the report, be noted; and
- 2) That delegated authority be granted to the Executive Director, in consultation with the Chair of the Committee, to conclude the Notices of Change required for the Reliance Street facility, as set out in the report.

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Minutes

Oldham Leadership Board

21 November 2019, 10 am until 12 noon

Lees Suite, Civic Centre Oldham

Present:

<p> Present: Cllr Sean Fielding (Chair) Dr John Patterson Rebekah Sutcliffe Donna McLaughlin Liz Windsor-Welsh Katrina Stephens Bill Lovat Stuart Lockwood Jeremy Broadbent Matt Drogan Majid Hussain Cllr Arooj Shah Nicola Frith Helen Lockwood Guy Parker Colette Rose Julia Veall Simon Jones Andy Hunt Andrew Grinnell </p>	<p> Leader, Oldham Council Chief Clinical Officer/Deputy Accountable Officer, Oldham CCG Strategic Director of Communities and Reform, Oldham Council Northern Care Alliance NHS Group Chief Executive, Action Together Director of Public Health, Oldham Council Regional Director, Regenda Homes CEO, Oldham Community Leisure Business Leader Head of Strategy and Performance, Oldham Council Chair of CCG Governing Body Deputy Leader Oldham Royal Hospital Deputy Chief Executive, Oldham Council Executive Policy and Research Officer to the Leader Supt, Greater Manchester Police Director for Workforce and Organisational Design, Oldham Council Assistant Director Communications, Strategy and Performance, Oldham Council Green Oldham Lead, Oldham Council Poverty Truth Network </p>
<p> Apologies: Dr Carolyn Wilkins, OBE Cllr Zahid Chauhan CS Neil Evans Cllr Jenny Harrison </p>	<p> CEO, Oldham Council and Accountable Officer, Oldham Cares Cabinet Member for Health and Social Care Chief Supt, Greater Manchester Police Chair of the Health and Wellbeing Board </p>

1	<p>Minutes and key updates/progress since the meeting on 26 September 2019</p> <p>AGREED/ACTION:</p> <p>The Minutes of the meeting of 21 November 2019 were agreed as a correct record</p> <p>The following matters arising from the minutes, were raised:</p> <p>(a) Cross Partner Comms Group Update</p> <p>Simon Jones confirmed that this would be covered as part of the agenda item 4: Place Narrative and Corporate Plan.</p> <p>(b) Workforce HR/OD Group and Procurement leads Update</p> <p>Julia Veall confirmed that key priorities on the action plan are being delivered.</p> <p>(c) Local wealth building planning update (Vicky Sugars – report: 2)</p> <p>The following update was provided:</p> <p>Local wealth building aims to harness the spend, assets and wealth of key ‘anchor’ institutions within Oldham to bring benefits to both the local economy and directly to Oldham residents.</p> <p>The meeting agreed to the report be noted and progress recommendation outlined in the report be progressed to:</p> <ol style="list-style-type: none"> 1. develop a Partnership Programme for local wealth building 2. develop shared narrative on local wealth building which all partners can all sign up to 3. further consider the commitment of organisations to the Programme 4. further consider the commitments and next steps for the Social Value Procurement and Workforce workstreams
2	<p>Item 2: Geographical alignment</p> <p>Rebekah Sutcliffe, Strategic Director of Reform, Oldham Council and John Patterson, Clinical Lead Oldham CCG presented a summary of whole system place-based Integration and the case for change and the essential building blocks to integrate a multi-agency community approach.</p> <p>Reasons for change outlined included:</p> <ol style="list-style-type: none"> 1. Financial challenges 2. Poor outcomes and widening inequality 3. Failure demand 4. A deficit model 5. Fragmented public services 6. Proposal – 5 areas 7. Relationship with Oldham cares and wider system integration 8. Criteria 9. Update on the journey so far 10. Key themes for engagement 11. Current Oldham Districts and Primary Care Networks 12. Existing boundaries 13. Preferred Option pro’s and cons 14. Timetable and next steps: Cabinet in Dec, Council in Jan. CCG Nov and Jan; H&WB Nov, Alliance Board Nov <p>Board members commented on:</p>



	<ul style="list-style-type: none">• Ward Boundaries – Members suggested it was non-negotiable, and they must remain the same.• The next steps with regards to moving the work on, including phasing required and the implementation plan; it was noted that Vicky Sugars (Head of Reform) is leading for the Council, with partners – working through implementation plan and will consult with the wider group.• Geographical realignment having already been discussed at political group meetings, caution around the terminology was described as key – needs to be made clear that this is an administrative change e.g. Saddleworth, Waterhead and St James; we are not telling people that where they currently live and their identity has changed but more that we are moving to work as a network neighbourhoods. <p>AGREED/ACTION:</p> <p>That the Board, in principle, supports the preferred option for geographical alignment and operational alignment under this option.</p>
3	<p>Item 3: Place Narrative and Corporate Plan</p> <p>Simon Jones presented the item on Place Narrative and the Corporate Plan</p> <p>This included:</p> <ol style="list-style-type: none">1. Context around the Corporate Plan2. Early priorities identified3. Major projects4. Transformation5. Delivery framework6. What's our story?7. Taking the story forward <p>Board members commented on:</p> <ul style="list-style-type: none">• The need to think about what our communities want to achieve• The Link to Thriving Communities work needing to be addressed• Co-production should be how we move forward, language owned, represented and understood widely• One of the biggest challenges being raising the aspiration of young people, so important to seek their contributions/ involvement with the plan• The need to review marketing and how to get the message across in an effective way.• Enhancing our reputation to be considered as part of developing the plan• Vision elements needing to be included• Well Being needs to be a strand within the corporate plan• The plan needs to be inclusive with regards to working with partners• The general feeling was it felt balanced and well spread• The need to be proud and market what we do well• The need to learn from previous positive campaigns, e.g. love where you live <p>AGREED/ACTION:</p> <ol style="list-style-type: none">1. SJ to collate list of ambassadors for Oldham2. LWW, Action Together, offered support to contribute to the plan3. Include ambitions and aspirations for young people as part of the corporate plan4. That the final plan should be published in May 2020

4	<p>Item 4: Poverty Truth Commission (presentation)</p> <p>Liz Windsor-Welsh, Chief Executive, Action Together and Andrew Grinnell from the Poverty Truth Network gave a presentation which outlined the potential for the Poverty Truth Commission; current work happening in Oldham; examples in Scotland and Leeds of where the work had been undertaken successfully and described how the model sits alongside other initiatives as an example of co-production.</p> <p>AGREED/ACTION:</p> <ol style="list-style-type: none"> 1. That partners work offline to agree the following: <ol style="list-style-type: none"> (a) 15 Civic and Business and 15 people with Lived Experience to commit to Poverty Truth Commission for the next 18 months. (b) 10 leaders from Oldham Leadership Board to commit to working on the commission 2. That commissioners meet regularly in small groups, and monthly as a full commission to build relationships and increase shared understanding. 3. That, through the meetings referred to in 2 (above), relationships be established between commissioners. 4. That the commission identifies up to 3 key areas to work on together over the next 18 months. 5. That the video from today's presentation be circulated to all OLB Members by email.
5	<p>Item 5: Climate Change Emergency Plan: 5</p> <p>Presented by Andy Hunt, Green Oldham Lead, Oldham Council</p> <p>New Deal – focus on the economy in Oldham, jobs, training opportunities, inward investment in to the borough.</p> <p>This report presents the draft Vision, Objectives and Pledges for the forthcoming Oldham Green New Deal Strategy, for discussion and feedback and with a view to agreeing a format for a Memorandum of Understanding between Oldham Partnership members on tackling the climate emergency.</p> <p>AGREED/ACTION:</p> <ol style="list-style-type: none"> 1. AH to produce MOU on “Green New Deal” / Climate Emergency for Oldham Partnership taking into account points raised from discussion including single use plastics, collaborative working, our vision and objectives – to be brought to next meeting along with a Programme of Works including time lines 2. AH to engage with “Anchor” procurement group to make sure green agenda is integrated into discussions 3. All partners to think about how their own organisations can act on the green agenda and how we can develop common work areas as “Team Oldham” to really make the transformational change <p>AOB</p> <p>Update from GM Town of Culture Oldham will make a bid, the deadline for submission being Thursday, 28th November.</p>

Date and Time of Next Meeting: Thursday 23rd January, 10am until 12noon, Crompton Suite, Civic Centre, Oldham

HEALTH AND WELL BEING BOARD
24/09/2019 at 2.00 pm



Present: Councillor Harrison (Chair)
Councillors M Bashforth and Sykes

Dr Bal Duper	IGP Federation
Chief Supt. Neil Evans	Greater Manchester Police
Donna McLaughlin	Alliance Director, Oldham Cares
Dr John Patterson	Clinical Commissioning Group
Katrina Stephens	Director of Public Health
Julie Farley	Healthwatch
Nicola Firth	Royal Oldham Hospital
Sarah Maxwell (substitute)	Oldham Community Leisure
Jayne Ratcliffe (substitute)	Community Services and Adult's Social Care

Also in Attendance:

Andrea Entwistle	Principal Policy Officer - Health and Wellbeing
Mark Hardman	Constitutional Services Officer
Kaidy McCann	Constitutional Services
Julie Winterbottom (item 9)	Oldham Royal Hospital
David Garner (item 12)	Head of Special Projects – Adult's Social Care
Angela Barnes (item 13)	Strategic Partnership Manager - Community Services and Adult Social Care
Andrew Sutherland (item 14)	Director of Education – Skills and Early Years

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Mike Barker, Majid Hussain, Val Hussain, Dr Keith Jeffery, Merlin Joseph, Stuart Lockwood, Vince Roche, Claire Smith, Mark Warren, Liz Windsor-Welsh and Councillor Ball.

2 URGENT BUSINESS

There were no items of urgent business received.

3 DECLARATIONS OF INTEREST

There were no declarations of interest received.

4 PUBLIC QUESTION TIME

There were no public questions received.

5 MINUTES OF PREVIOUS MEETING

The minutes of the meeting of the Health and Wellbeing Board held on 25th June 2019 were received.

Further to Minute 7 (Minutes of the Health Scrutiny Sub-Committee), it was commented that while the requested information had been received, this did not indicate a final position or the current status of IVF provision in Oldham. On being advised that the current provision was for one round of treatment, a request was made for details of the decision making on this issue.

Further to Minute 12 (Updates from Sub-Committees), it was commented that reference to the 'Older People's Alliance' should refer to the 'Oldham Cares Alliance'.

RESOLVED that:

1. Subject to the amendment within Minute 12 of the words 'Older People's Alliance' to read 'Oldham Cares Alliance', the minutes of the meeting of the Health and Wellbeing Board held on 25th June 2019 be approved as a correct record.
2. Details of the decision making in respect of IVF provision in Oldham be circulated to Members of the Board.

6 MINUTES OF THE HEALTH SCRUTINY SUB-COMMITTEE

RESOLVED that the minutes of the meeting of the Health Scrutiny Committee held on 2nd July 2019 be noted.

7 RESOLUTION AND ACTION LOG

RESOLVED that Resolution and Action Log from the meeting held on 25th June 2019 be noted.

8 MEETING OVERVIEW

RESOLVED that the Meeting Overview be noted.

9 ROYAL OLDHAM HOSPITAL SCAPE ACCREDITATION

The Board received a report presenting the journey the Emergency Department at the Royal Oldham Hospital had undergone in achieving three consecutive green NAAS (Nursing Assessment Accreditation System) assessments and reaching SCAPE (Safe, Clean and Personal Care) status.

Julie Winterbottom, Lead Nurse of the Emergency Department, introduced a presentation to the Board which outlined the NAAS process and the 13 Nursing Core Standards, which were scored against the elements of Environment, Care and Leadership with an overall RAG rating being given based on the outcome of each standard. The SCAPE Accreditation was established at Salford Royal Hospital in 2008 and was introduced at Oldham in 2016, with the first assessment undertaken in March 2017. The decision to award SCAPE status to the Emergency Department was approved by the Trust Board on 29th July 2019.

The Board noted that Oldham was the first Accident and Emergency Department to receive a green rating and

consistently improving results and that the Department, originally built for 230 visits per day, was the busiest in Greater Manchester regularly receiving around 315-415 patients a day. Consequently the accreditation would be set as a benchmark for the rest of Greater Manchester.

Members queried what additional processes had been put in place to help achieve Accreditation. The Board was informed that a Senior Sister was on duty on every shift, a safety checklist was required for each patient which ensured the patients safety, and that all forms and information were now being provided in one clear format creating consistency. Members of the Board commented that the Department was the 'Frontline of the Frontline' and it was queried whether the Police would be able to work like the Department and improve on the services they provided. An invitation was given to the Police to visit the Department. The Board requested that a letter of thanks and praise be sent to the Accident and Emergency Department on behalf of the Board.

RESOLVED that:

1. The update in relation to the Royal Oldham Hospital's Emergency Department achieving SCAPE Accreditation be noted.
2. A letter of thanks and praise be sent to the Accident and Emergency Department on behalf of the Board.

10

CHILD DEATH OVERVIEW PANEL – STATUTORY RESPONSIBILITIES AND REVISED GOVERNANCE ARRANGEMENTS

The Board received a report providing an overview of the statutory responsibilities of the Bury, Rochdale and Oldham Child Death Overview Panel (CDOP), including revised governance arrangements and an outline of the Child Death Arrangements Implementation Plan.

The Bury, Rochdale and Oldham CDOP had been set up by Child Death Review Partners, the Bury, Oldham and Heywood, Middleton, Rochdale CCG's and Bury, Oldham and Rochdale Councils, to review the deaths of children under the requirement of the Children Act 2004 and Working Together to Safeguard Children 2018 statutory guidance. The purpose of the CDOP is to undertake a review of all child deaths up to the age of 18 living within the covered areas, irrespective of the place of death.

The Board was informed that the CDOP was accountable to the Health and Wellbeing Boards in Rochdale, Oldham and Bury and that the function was no longer under the Department for Education. The Annual Report of the CDOP was due to be considered at the next meeting of the Health and Wellbeing Board at which further detail could also be considered. It was noted that the Panel was chaired by a Consultant in Public Health with the position rotating between the three Public Health Teams every two years, with Oldham next to Chair the Panel.

Further to a particular issue that Healthwatch were to discuss with Public Health outside the meeting and in response to a query, the Board was informed that all child deaths, including suicides fell under the remit of the CDOP, though babies who were stillborn and lawful planned terminations of pregnancy were excepted.

RESOLVED that the statutory responsibilities of the Child Death Overview Panel, the changes to governance and the transfer of accountability for the Panel to the Health and Wellbeing Boards in Bury, Rochdale and Oldham be noted.

11

GM COMMON STANDARDS FOR POPULATION HEALTH - UPDATE

Further to Minute 10 of the meeting held on 25th June 2019, the Board received a report providing an update on the local work being undertaken on the Greater Manchester (GM) Common Standards for Population Health to develop ways to use them locally in line with existing standards and measures and consider how they linked to local outcomes and services.

In addition to the standards for seven population health themes provided in the first publication of GM Common Standards for Population Health, there was an overarching standard covering prescribed and non-prescribed public health functions. It was identified after a review, summarised in an appendix to the submitted report, that Oldham met or partially met all aspects of the standard with the exception of the weight management offer for children and families. The Board was informed that it would be addressed through a new healthy weight strategy and a review of weight management commissioning.

Members queried the overarching role of the standards with regards to the Oldham Locality. It was specified to the Board that the standards were primarily a tool used to assess the aspiration of the Borough and how Oldham compared to peers across the rest of GM. While the standards were not compulsory they could be used to drive outcomes to support localities achieve the best health gain. The standards created a reduced variance and enhanced consistency in the recording of health data and so would improve the measurement of population health across GM.

RESOLVED that the update on the local work on the Greater Manchester Common Standards for Population Health be noted.

12

BETTER CARE FUND

The Board received a report seeking agreement for the Oldham Better Care Fund (BCF) Plan 2019-20 from the Health and Wellbeing Board prior to submission to NHS England for approval.

The BCF, administered by NHS England, the Department of Health and Social Care and the Ministry of Housing, Communities and Local Government, provides a mechanism for joint health, housing and social care planning and commissioning whilst bringing together ring-fenced budgets from CCG allocations and funding paid directly to local government. For 2019-20 in Oldham, the total value of the BCF was £30,772,550 which included Disabled Facilities Grant and winter pressures funding.

Access to the Fund was based on four national conditions being satisfied:

- an agreed plan signed off by the relevant Health and Wellbeing Board and the constituent local authorities and CCGs;
- a demonstration that the area will maintain the level of spending on social care services from the CCG minimum contribution in line with the agreed uplift;
- that a specific proportion of the area's allocation is invested in NHS-commissioned out of hospital services, which may include seven-day services and adult social care; and
- a clear plan on managing transfers of care including implementation of the High Impact Change Model for Managing Transfers of Care which includes adoption of the centrally set expectations for reducing Delayed Transfers of Care (DTC).

There were an additional four national metrics required to be collected and submitted as part of the designated reporting mechanism:

- Non-elective admissions;
- Admissions to residential and care homes;
- Effectiveness of reablement; and
- Delayed Transfer of Care

The Board noted that Oldham continued to perform well on reducing DTC and ranked the second lowest for DTC within Greater Manchester. Oldham also ranked third lowest for Social Care attributed to DTC but performed less well on the number of long-term residential placements.

Looking ahead, it was queried how the BCF would reflect the changing landscape of provision going forward. Members were advised that advance guidance for 2010/21 did reference Primary Care Networks and, for the first time, housing. In light of developments and the guidance it was necessary to review the Locality Plan to ensure it reflected the current and developing landscape.

RESOLVED that the Oldham Better Care Fund Plan be agreed and submitted to NHS England for approval.

GM CARERS CHARTER AND COMMITMENT TO CARERS

The Board received a report advising on the Greater Manchester (GM) Carers' Charter and Commitment to Carers and sought the formal commitment of the Board to delivering on the ambition of support to Carers locally.



The GM Social Care Partnership had charged the Adult Social Care Transformation Programme in February 2017 with delivery of four transformation priorities, one of which was to re-shape the current offer and support available to unpaid carers across GM. The Commitment to Carers (attached as an appendix to the report) was developed to encourage the commitment of organisations to improve the experience of unpaid carers across GM, the Commitment outlining a vision for carers and setting out how, through collaborative working, the offer to carers would be improved across the region.

The GM Carers Charter (attached as an appendix to the report) was designed by carers, voluntary, community and social enterprise groups, Councils, NHS England and NHS organisations in Greater Manchester, building on the aims of the Care Act 2014 and agreeing to acknowledge, respect and provide support and opportunities for carers. All partners were tasked to bring together best practice from local and national reviews into a comprehensive resource that all localities could use to inform their local delivery models and a GM Exemplar Model for Carer Support had been developed which focused on the following six critical priorities for support -

- early identification of carers;
- improving health and wellbeing;
- carers as real and expert partners;
- getting the right help at the right time;
- young carers and young adult carers; and
- carers in employment

These six priorities had been adopted as the basis for the Oldham Carers Strategy 2018 – 2021 which had been approved by the Board in September 2018. The inclusion of all GM information within the Oldham Strategy was noted, along with the work undertaken by the Oldham Partnership which included the acknowledgement of carers' voices and the reflection of the breadth and diversity of caring roles. In discussion, the Board noted that the Carers Partnership could not operate in isolation as certain outcomes required evaluation or delivery by others such as the Learning Disability or Dementia Partnerships. This was acknowledged and appropriate action plans were to be developed.

A consideration was given to the identification of and support to Carers given by GP surgeries, a matter which had been subject of CQC inspection considerations also. While GPs would hold a Carers' register, the data held could not be shared and so appropriate linkages to the Partnership and the Strategy were under consideration. A safeguarding consideration by Adult

Care had noted an issue concerning carers and bereavement where a vulnerable person might be left alone and even more vulnerable. It was noted that carers were targeted by the unscrupulous, for example when a partner died, and this was something that needed further consideration.

RESOLVED - That the Greater Manchester Carers Charter and the Commitment to Carers be approved and adopted.

14

SEND STRATEGY

The Board received a report advising of the development and key highlights of Oldham's new Special Educational Needs and Disability (SEND) Strategy. The Strategy, which among other matters was seeking to address the five issues highlighted within a SEND Inspection undertaken two years previously, was in the final round of consultation. Inspectors were currently attending at the Council and were being presented with the evidence of improvements and the time that had been taken to build the vision and collaborative approach between the partners with an interest and input into SEND matters.

The ambition was for Oldham 'to be a place where children and young people thrive', the mission of the SEND Strategy being that 'We want all our children and young people with special educational needs and disabilities (SEND) to achieve well in their early years, at school and in further education, find employment, lead happy, healthy and fulfilled lives and have choice and control over their support'. The SEND Oldham Partnership believed that all children and young people, including those with SEND, should be:

- able to be educated in the borough where they live;
- able to access opportunities that prepare them to be successful in life, learning and work;
- able to access appropriate high-quality support to build their emotional resilience and improve their health and wellbeing;
- safe and happy when taking part in all experiences; and
- listened to and actively involved in decisions that affect their lives and communities

The key outcomes of the Strategy have shaped and directed a Development Plan which focused on the following key priorities for improvement:

- Every child and young person is a confident communicator;
- Every learning setting is inclusive;
- Every young person is ready for adulthood; and
- Every child and young person is a part of their community

The Board was advised that impacts in the community should become visible if significant improvement could be made in these areas over the coming three to five years. This gave

importance to the final consultations which would ensure that all partners were signed up.



The Board noted the benefits of keeping education, health and social care together as one and, with regard to the objective of inclusivity, the need to ensure the accessibility of schools. Noting issues of the physical accessibility of schools, the Board was advised that the issue was wider than just adaptations and included considerations such as waiting lists and school place planning. With regard to completion of Education, Health and Care Plans, it was confirmed that these were being dealt with in a more timely manner, with 90% now being completed within timescale. Improvements were also being seen in relation to health and social care inputs and to presentation.

RESOLVED – That the mission and outcomes of the Special Educational Needs and Disability (SEND) Strategy be endorsed, and the Board gives its support to the use of the approach undertaken to develop this Strategy being applied to other strategies in Oldham.

15 **CLOSING REMARKS**

The Chair noted that this would be the last meeting of the Board attended by Donna McLaughlin, Alliance Director, Oldham Cares and by Andrea Entwistle, supporting Policy Officer to the Board. Both were thanked for their services to the Board and wished well in their respective new roles.

16 **DATE AND TIME OF NEXT MEETING**

RESOLVED that the meeting of the Board be held on Tuesday 12th November 2019 at 2pm.

The meeting started at 2.00 pm and ended at 3.49 pm

**MINUTES OF THE ANNUAL MEETING OF THE POLICE AND CRIME PANEL, HELD ON
MONDAY 23 SEPTEMBER 2019 AT CHURCHGATE HOUSE, MANCHESTER**

PRESENT:

Councillor Nadim Muslim	Bolton Council
Councillor Nigel Murphy	Manchester City Council – (In the Chair)
Councillor Steve Williams	Oldham Council
Councillor Janet Emsley	Rochdale Council
Councillor David Lancaster	Salford City Council
Councillor Kevin Anderson	Wigan Council
Councillor Amanda Peers	Stockport
Councillor Mike Freeman	Trafford Council
Angela Lawrence MBE	Independent Member
Majid Hussain	Independent Member

ALSO PRESENT:

GM Deputy Mayor	Baroness Hughes
Councillor Paula Boshell	Salford City Council

OFFICERS:

Richard Paver	GMCA Treasurer
Jeanette Staley	Salford City Council & GM Police and & Crime Policy Lead
Clare Monaghan	Director Policing, Crime and Fire, GMCA
Gwynne Williams	Deputy Monitoring Officer, GMCA
Steve Annette	GMCA Governance and Scrutiny

PCP/19/24 APOLOGIES

Apologies for absence was received and noted from Councillor Paula Boshell, Salford City Council, Councillor Kevin Anderson, Wigan Council, Carolyn Wilkins, Lead GM Chief Executive for Police and Crime and Majid Hussain, Independent Member.

PCP/19/25 DECLARATIONS OF INTEREST

Members were asked to declare any personal or prejudicial interests in relation to any of the items appearing on the agenda for the present meeting. There were no such declarations made.

PCP/19/26 MINUTES OF THE POLICE AND CRIME PANEL HELD ON 2 JULY, 2019

The minutes of the meeting of the Police and Crime Panel held on 2 July 2019 were submitted.

RESOLVED/-

That the minutes of the meeting of the Police and Crime Panel held on 2 July 2019, be approved as a correct record.

PCP/19/27 IS TRANSFORMATION PROGRAMME (IOPS)

The Chair indicated that he had agreed to this item being presented and considered as urgent business at this meeting. The Chief Constable's report had been circulated in advance to members.

The Deputy Mayor in opening discussion on the report reminded members of the scale of the project and highlighted that the range of problems that had been encountered could not have been anticipated, but that once issues had been identified those involved in the implementation of the project had worked very hard in terms of listening to what was happening in districts, and especially listening to officers in the field, in order to develop and implement work-arounds to ensure that the system was made to operate in the way that it was envisaged. She highlighted also that in common with any major transfer programme there would be a whole raft of enhancements to the software over time but the importance at this initial stage was the establishment of an operating platform in which there was widespread trust.

The Chief Constable presented his report, he welcomed the continued political support for the project which was simultaneously exciting and challenging. He reminded the Panel that the previous operating system had been on the brink of catastrophic failure and that the nature of policing had changed significantly during the life of that system and there was a pressing need to properly reflect the greater reliance being placed on technology, and how sensitive data is used and stored safely. The new operating system comprised seven projects of which IOPS was just one element, and there had been teething problems and delays to the implementation schedule, but most of these related to the need for a better understanding of the system and its operation rather than any inadequacy in the system itself. He welcomed the support and flexibility of partners in the Crown Prosecution Service and the Courts and action taken by the Force to maintain criminal justice service levels, and reassured members that the GMP and CPS had no knowledge of any cases being dropped as a direct result of IOPS related performance.

Members thanked the Chief Constable for his candid report. Concerns were raised in relation to (a) the extent to which officers had access to information when attending incidents where vulnerable people were involved (b) assurances were sought in respect of 'warning markers' especially in relation to responses to domestic violence (c) the importance of this Panel having details of the future programme timetable, including programme enhancements, and (d) what the key 'lessons learned' were from the exercise.

The Chief Constable reminded members that the system fully reflected the new national standards for the use of data in policing and that he was confident that the Force would be able to meet those standards in full. He re-assured members that all the critical operational data had been moved over to the new system so that officers continued to have access to all the information or 'markers' that they had previously, and that the legacy system was still operating and could be interrogated. He recognised the issues raised about vulnerable people but stressed the importance that key 'markers' were person focussed rather than address focussed and the new system was built around this. In terms of the 'lessons learned' he considered that they would be about the importance of communication with staff and with partners, to recognise the over-willingness on the part of some to blame everything that went wrong on IOPS, and some misinformed and unhelpful reporting.

RESOLVED/-

1. To thank the Chief Constable for a frank and detailed report and to recognise the hard work that has been invested in the implementation of the new system.
2. To agree that in the interest of effective scrutiny there will be a progress update on the agenda for each future meeting of the Panel

PCP19/28

APPOINTMENT OF DEPUTY CHAIR FOR 2019/2020

The GMCA Police and Crime Policy Lead sought nominations for the appointment of a Deputy Chair to the Police and Crime Panel for 2019/20.

Councillor Janet Emsley was nominated for appointment as Deputy Chair.

There being no other nominations made and Councillor Emsley having indicated her willingness to accept the office, and upon a Motion being then so made and seconded, and voted upon, it was -

RESOLVED/-

- 1.) To agree to amend the Panel's Rules of Procedure to provide for the appointment of a Deputy Chair to the GM Police and Crime Panel
- 2.) That Councillor Janet Emsley be appointed as Deputy Chair of the Police and Crime Panel for the 2019/2020 Municipal Year

PCP/19/29

UPDATE ON 2019/20 PRECEPT INCREASE OF £9m

Consideration was given to a report which provided members with an update on recruitment against the proposals in the police and crime precept report.

The Deputy Mayor indicated that the report tracked progress in relation to the recruitment of the 320 additional police officer posts funded by the 2019//20 precept and the challenges which this represented alongside ordinary recruitment activity to fill vacancies. Some 720 appointments fell to be made this year, including 170 neighbourhood police officers and the 50 Force-wide team for flexible deployment and the Transport Team of 50 officers. A detailed project plan had been put in place to manage the process effectively. She referred

also to the Government's recent announcement about additional police recruitment, and that whilst the specific recruitment impact for Greater Manchester was not quantifiable at this stage it would clearly be a process that also required careful management

Members voiced concerns at the potential impacts at district level and in call handling services in the event of experienced officers and staff securing promotions, and the Chief Constable offered reassurances that the process was being carefully and sensitively managed with those concerns in mind. The number of retirees from the Force was in fact slowing and this had reduced the number of ordinary vacancies falling to be filled this year, and by implication retained experienced officers and staff. He went on to advise the Panel about the high quality of candidates keen to join the Force, including candidates who may not have considered a career in policing previously, but that challenges still existed in terms of attracting more women and candidates from ethnic minority backgrounds

RESOLVED/-

1. To note the report.

PCP/19/30 DEPUTY MAYOR DECISION NOTICES SINCE MARCH 2019

Consideration was given to a report which highlighted decisions made by the Deputy Mayor in the period from March 2019.

The Deputy Mayor agreed to provide specific information in relation to (a) Estate Strategy Data Centre (b) Development of Integrated Health and Justice, and (c) Perimeter Security Services.

RESOLVED/-

1. To note the report.

PCP/19/31 SERIOUS VIOLENCE PROGRAMME UPDATE

Damian Dallimore, GMCA provided an update on the Serious Violence Programme. The report highlighted that the rise in serious violence had prompted the Government to introduce a Serious Violence Strategy that highlighted key areas of concern. Officers were engaged with the Home Office to translate that Strategy with specific relevance to Greater Manchester priorities, and a number of pieces of work had been undertaken to draw statistical information and evidence together to give a better picture of key areas of local concern, work that had already provided positive insights and connections at community level. It was important that the work was community led and had a longer term vision, and that resources were directed to a targeted policy through a Violence Reduction Unit.

In discussion members commented that the issues in the report highlighted how our society and the mind-sets of individuals in relation to acts of violence had changed, and that issues such as knife crime could only be successfully tackled in a community led way involving parents and schools. Other members were anxious to see what the proposed

community led approach would look like and how local foci would be reflected. The Deputy Mayor said that the commitment to a community led approach had already been demonstrated in the significant proportion of the £8.1M grant from Government, that had been directed to the development of priorities at local level.

RESOLVED/-

1. To note the value of an integrated, multi-agency approach to violence reduction, rooted in the tenets of public health and with clear evidence of a community-led approach to responding to these issues.
2. To provide local scrutiny and support in the delivery of the CPS- led serious violence action plans and their spending commitments.
3. To confirm support for the Violence Reduction Unit as an important first step in investing in a community-led, public health approach to prevent violence.
4. To receive further updates as required.

PCP/19/32 STANDING TOGETHER – THEME 1

The Deputy Mayor outlined the progress that was being made on key priorities and sought feedback from members of the format of the report and what information members might want to see in the future. Members indicated that they were content with the reporting format.

RESOLVED/-

That the report and the progress being made be noted.

PCP/19/33 STANDING TOGETHER

That consideration of the an update on the Standing Together Outcomes Framework be deferred to the next meeting

PCP/19/34 GM POLICE AND CRIME PLAN – FORWARD LOOK 2018-20

RESOLVED/-

To note the report.

PCP/19/35 DATES OF FUTURE MEETINGS

Thursday 14 November 2019
Tuesday 28 January 2020
Tuesday 24 March 2020

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COMMISSIONING PARTNERSHIP BOARD

31/10/2019 at 1.00 pm

Present: Majid Hussain (Lay Member, Oldham CCG) (in the Chair)

Councillors Chadderton, Chauhan and Shah

Dr. Andrew Vance GP Governing Body Member - North
Cluster, Oldham CCG
Kate Rigden Deputy Chief Finance Officer, Oldham
CCG

Also in Attendance:

Helen Lockwood Deputy Chief Executive, Oldham Council
Rebekah Sutcliffe Strategic Director Reform, Oldham
Council
Mark Warren Director, Adult Social Care, Oldham
Council
Rachel Dyson Thriving Communities Hub Lead, Oldham
Council
Peter Pawson Thriving Communities and Place Based
Integration Programme Manager, Unity
Partnership
Mark Hardman Constitutional Services, Oldham Council
Nadia Baig Director of Commissioning, Oldham CCG
Nicola Hepburn Associate Director of Commissioning,
Oldham CCG
Erin Portsmouth Director of Corporate Affairs, Oldham
CCG

1 **ELECTION OF CHAIR**

RESOLVED that Majid Hussain be elected Chair for the duration of the meeting.

2 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Dr John Patterson (Dr Andrew Vance attending as substitute), Ben Galbraith (Kate Rigden attending as substitute), Dr Ian Milner, Councillor Fielding, Carolyn Wilkins, Dr Shelley Grumbridge, Graham Foulkes, Claire Smith, Dr. Mudiur Gopi and Mike Barker.

3 **URGENT BUSINESS**

There were no items of urgent business received.

4 **DECLARATIONS OF INTEREST**

There were no declarations of interest received.

5 **PUBLIC QUESTION TIME**

There were no public questions received.

6 **MINUTES OF THE PREVIOUS MEETING**

RESOLVED that the minutes of the meeting of the Commissioning Partnership Board held on 26th September 2019 be approved as a correct record.

7 **BETTER CARE FUND**

The Board received a report advising of the approval by the Health and Wellbeing Board (HWB) at a meeting held on 24th September 2019 of the Oldham Better Care Fund (BCF) Plan 2019-20 prior to submission to NHS England for approval. The Board was advised of a requirement to ensure that partners were aware of and had opportunity to ask questions about the agreed BCF Plan and the report considered by the HWB in determining their approval was submitted to this meeting accordingly.

For 2019-20 in Oldham, the total value of the BCF was £30,772,550 which included Disabled Facilities Grant (DFG) and winter pressures funding. Access to the Fund was based on four national conditions being satisfied:

- an agreed plan signed off by the relevant HWB and the constituent local authorities and CCGs which had been undertaken by the Oldham HWB and the Greater Manchester Health and Social Care Partnership;
- a demonstration that the area would maintain the level of spending on social care services from the CCG minimum contribution in line with the agreed uplift;
- that a specific proportion of the area's allocation is invested in NHS-commissioned out of hospital services, which may include seven-day services and adult social care; and

- a clear plan on managing transfers of care including implementation of the High Impact Change Model for Managing Transfers of Care which includes adoption of the centrally set expectations for reducing Delayed Transfers of Care.

Four additional national metrics - non-elective admissions, admissions to residential and care homes, effectiveness of reablement, and delayed Transfer of Care - were required to be collected and submitted as part of the designated reporting mechanism.

The governance processes in place to monitor performance against the objectives of the BCF were queried. The Managing Director for Health and Adult Social Care noted that while clear metrics were in place in specific areas, the nature of other services meant that there was not the same scrutiny across all areas. An exercise had been undertaken between the Council and the CCG looking to join up monitoring arrangements and to look at alternate approaches. In a similar vein, the consideration of net effects was difficult to assess in that the identified funding areas were difficult to plan for, for example the improved BCF had continued beyond its expected three years; winter pressures monies, while factored into plans, had only just been confirmed; and the DFG scheme operated under very clear definitions. The level of funding available through the BCF was noted, and comment made that it was taken as a tool or lever to encourage integrated working.

RESOLVED that the approved Oldham Better Care Fund Plan 2019-20 be agreed and submitted to NHS England for approval.

8

THRIVING COMMUNITIES EVALUATION SCOPING

The Board received a paper setting out an approach to the evaluation of the Social Prescribing Innovation Partnership and was asked to determine how that evaluation should be delivered.

The confirmation of the approach to evaluation of social prescribing represented an immediate and pressing priority. It was vital that there was a shared view of what success would mean for the social prescribing

model from the outset of the Innovation Partnership, with an agreed approach to evidencing success that was sufficient for partners to make future investment decisions on a collaborative basis. However, the questions raised by this exercise were equally applicable across all activity which sought to deliver the Thriving Communities and Health Improvement ambition through community led early intervention and prevention approaches. These approaches had the potential to have wide reaching fiscal, economic and social benefits but the service currently sat outside of any single discrete area of commissioning or service transformation.

The proposed evaluation framework for the Social Prescribing Innovation Partnership considered in detail within the submitted report sought to explore four key questions:

1. What is the impact for the people referred into social prescribing?
2. What is the impact on the public service system?
3. What is the impact on the local voluntary, community, faith and social enterprise (VCFSE) sector?
4. How effectively has the model been implemented?

A range of methodologies comprising quantitative measures, Social Return on Investment Modelling and qualitative engagement with key stakeholders were proposed to seek to capture impacts across the intended outcomes of social prescribing. A budget of up to £100k had been allocated within Thriving Communities Transformation Funding as part of the business case. A number of options as to how the Social Prescribing evaluation could be delivered had been identified and an assessment of each was presented in the submitted report -

Option A - To commission the whole evaluation in two parts – firstly, the quantitative and social return on investment elements and secondly, the qualitative elements.

Option B - To engage an evaluation partner to deliver the qualitative and social return on investment elements of the evaluation while using existing in-house resources to deliver the quantitative elements.

Option C - To appoint to a post within the Thriving Communities team to deliver the whole evaluation.

A Member queried the nature of the proposed evaluation, asking whether the assessment could be achieved through other forms of analysis, including the setting of key performance indicators and developing in-house capacity. The Board was asked to note that funding had already been identified and approved within the business plan and that a specific skill set, not necessarily available currently, was required to undertake the evaluation. It was also suggested that an external view would add credibility to the evaluation results and noted to the Board that the NHS was increasingly seeking University inputs into evaluation exercises to ensure rigour.

RESOLVED that the proposed evaluation framework for the Social Prescribing Innovation Partnership be agreed, the evaluation methodology to be agreed subject to considerations by the Strategic Director (Reform) in consultation with the Cabinet Member for Health and Social Care as to reducing costs on the exercise and how in-house capacity could be drawn upon and developed to contribute to support the evaluation.

The meeting started at 1.00pm and ended at 1.44 pm

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**MINUTES OF THE GREATER MANCHESTER GMCA MEETING
HELD ON 25 OCTOBER 2019 AT SALFORD CIVIC CENTRE**

PRESENT:

Greater Manchester Mayor	Andy Burnham (In the Chair)
Greater Manchester Deputy Mayor	Baroness Bev Hughes
Bolton	Councillor David Greenhalgh
Bury	Councillor Tamoor Tariq
Manchester	Councillor Sue Murphy
Oldham	Councillor Sean Fielding
Rochdale	Councillor Allen Brett
Salford	City Mayor Paul Dennett
Stockport	Councillor Tom McGee
Tameside	Councillor Brenda Warrington
Trafford	Councillor Andrew Western
Wigan	Councillor David Molyneux

IN ATTENDANCE:

Rochdale	Councillor Sara Rowbotham
Tameside	Councillor Leanne Feeley

OFFICERS IN ATTENDANCE:

GMCA – Chief Executive	Eamonn Boylan
GMCA - Deputy Chief Executive	Andrew Lightfoot
GMCA – Monitoring Officer	Liz Treacy
Bolton	Sue Johnson
Bury	Geoff Little
Manchester	Joanne Roney
Rochdale	Steve Rumbelow
Salford	Jim Taylor
Stockport	Mark Fitton
Tameside	Jayne Traverse
Trafford	Sara Todd
Wigan	Alison McKenzie-Folan
Office of the GM Mayor	Kevin Lee
GMCA	Simon Nokes
GMCA	Julie Connor
GMCA	Sylvia Welsh
GMCA	Nicola Ward
TfGM	Simon Warburton
TfGM	Kate Brown

BOLTON
BURY

MANCHESTER
OLDHAM

ROCHDALE
SALFORD

STOCKPORT
TAMESIDE

TRAFFORD
WIGAN

GMCA 213/19

APOLOGIES

RESOLVED /-

That apologies for absence were received and noted from Cllr Richard Leese – Cllr Sue Murphy attending (Manchester), Cllr Elise Wilson – Cllr Tom McGee attending (Stockport), Cllr David Jones – Cllr Tamoor Tariq attending (Bury).

Cllrs Andrea Simpson (Bury), Susan Baines (Bolton), Bev Craig (Manchester), Arroj Shah (Oldham), Janet Emsley (Rochdale), Paula Boshell (Salford), Joanne Harding (Trafford) and Jenny Bullen (Wigan).

Tony Oakman – Sue Johnson attending (Bolton), Carolyn Wilkins (Oldham), Pam Smith – Mark Fitton attending (Stockport) and Steven Pleasant – Jayne Traverse attending (Tameside).

GMCA 214/19

CHAIR'S ANNOUNCEMENTS AND URGENT BUSINESS

1. Councillor John Ferguson

The GM Mayor informed Members of the Combined Authority of the recent death of Councillor John Ferguson, a much respected long standing Salford Councillor who was a dynamic force, especially in relation to pursuing socialism for the residents of Salford. The City Mayor of Salford, Paul Dennett added that he was a humble, caring, honest, selfless hard working Councillor who will be greatly missed. Members were advised that the funeral for Councillor Ferguson would be held later in the day.

2. The introduction of IOPS at Greater Manchester Police

The GM Mayor reported on the recent introduction of the new IOPS system for Greater Manchester Police (GMP) providing the background behind the decision to upgrade; the issues faced delivering the rollout and the more recent work to address these. The Police and Crime Panel have also been kept informed of the issues and work undertaken to resolve them.

Beverley Hughes, Deputy Mayor for Policing & Crime assured the GMCA that the implementation of the new system was being closely monitored by herself and the GM Mayor, adding that it was an essential upgrade for the Police Force. The introduction of the system was work in progress, and would remain so for the forthcoming months. Partner organisations were thanked for their assistance during the transition period.

Ian Hopkins, Chief Constable of Greater Manchester Police had been invited to attend the meeting to provide Members with an update to respond to any particular issues

of concern. He reported that despite some initial challenges with the implementation of IOPS, that policing had been continuing as normal. Any risks arising had been addressed immediately, and call response times and numbers of open crime cases were now returning to normal levels.

He reported that policing across the UK remained under significant pressure, with considerable resourcing cuts, high levels of demand and an increase in serious high-profile policing issues. These factors had contributed to a rise in staff stress-related illness, but it was envisaged that IOPS would help to increase the confidence levels of staff in general policing processes and continue to support the overall trend of fewer police officers leaving the force.

IOPS has the potential to increase levels of transparency, whilst saving £0.5m of revenue costs, and through its introduction, any potential risks to Greater Manchester as a result of system error would also be reduced. Currently, both the old and new systems were being operated in tandem to ensure that any required intelligence was still being shared with frontline staff. This information would be available via IOPS going forward, providing support to frontline officers as effectively as possible.

Now that Greater Manchester Police were operating at the National Data Standard, one of the key priorities would be to work with Local Authorities in triaging children and vulnerable adult social care cases as soon as possible, and reduce the number of unassigned cases.

Members commented that communications with Local Authorities throughout this process could have been more improved to ensure that issues could have been addressed promptly and sooner. Accurate messages could have then been shared with other frontline staff. Some Local Authorities reported positive communication between their officers and GMP, yet agreed that there could still be some learning from this experience.

Members further expressed concerns as to recent articles in the media which reported a backlog of open crime cases, especially in relation to unassigned safeguarding cases still awaiting referrals, which needed to be addressed as a matter of urgency.

Thanks were expressed to staff at GMP for coping with the challenges following the introduction of the new IOPS system, and recognition was given to the other improvements made, including the introduction of live chat and the 101 service.

Members welcomed the support offered to GMP staff who had experienced trauma, however some victims of crime were not in receipt of support given if their crimes were deemed as low level, which consequently resulted in a lack of public confidence. GMP were urged to look to address how such crime reporting was handled, and how residents could be further reassured that these matters were of interest to the Police.

In response, the Chief Constable reported that the GMP Communications Plan would be improved as a result of evaluating the introduction of IOPS, would endeavour to remain as transparent to the public as possible, and that partnership working was integral to keeping residents safe.

Officers would continue to seek to close those open cases which have been dealt with, to ensure reported figures were as accurate as possible. It was also hoped that once the IOPS system was fully integrated, resident confidence levels would increase. GMP would have to continue to prioritise its activity against the threat, harm and risk model.

The GM Mayor thanked the Chief Constable for his attendance and the opportunity to address these issues in a public forum to ensure a shared understanding of the accurate current position.

RESOLVED /-

1. That the GMCA express its condolences to the family of Councillor John Ferguson following his recent death, recognising the significant contribution he made to Salford, and his enthusiasm for socialism.
2. That the update on the progress of the issues relating to the introduction of the IOPS system by Greater Manchester Police and the ongoing improvements be noted.
3. That it be noted that the legacy system was still in operation in the background and available during the transition period.
4. That the work with GM Local Authority Directors of Children's Services to understand the triage process for children and vulnerable adults be noted and that the importance of partnership working to keep residents safe was acknowledged.
5. That GM Local Authority Chief Executives be provided with the latest data regarding the back log of cases for their respective districts, with a view to ensuring joint working to implement a plan for addressing the back log of cases as a matter of urgency.
6. That it be agreed that communication with GM Leaders and Chief Executives be improved, with regular communication on progress to be provided going forward.
7. That the GMCA expressed its thanks to the Chief Constable for providing an update on the issues faced in introducing the IOPs systems, providing Members with the opportunity to raise specific issues to be addressed and concerns and be made aware of the accurate current position with the integration of the IOPS system.

GMCA 215/19 DECLARATIONS OF INTERESTS

RESOLVED /-

That it be noted that Councillor Tom McGee declared a personal interest in relation to item 14 'GM Culture Funding 2020 Onwards' as a trustee of the Greater Manchester Centre for Voluntary Organisation (GMCVO).

GMCA 216/19 MINUTES OF THE GMCA MEETING HELD ON 27 SEPTEMBER AND 7 OCTOBER 2019

RESOLVED /-

That the minutes of the meeting held 27 September and 7 October 2019 be approved as a correct record.

GMCA 217/19 GMCA AUDIT COMMITTEE - MINUTES OF THE MEETING HELD 9 OCTOBER 2019

RESOLVED /-

That the minutes of the GMCA Audit Committee held 9 October 2019 be noted.

GMCA 218/19 GMCA RESOURCES COMMITTEE – MINUTES OF THE MEETING HELD 15 OCTOBER 2019

RESOLVED /-

That the minutes of the GMCA Resources Committee held 15 October 2019 be noted.

GMCA 219/19 GREATER MANCHESTER TRANSPORT COMMITTEE – MINUTES OF THE MEETING HELD 11 OCTOBER 2019

RESOLVED /-

That the minutes of the meeting held 11 October 2019 be noted.

GMCA 220/19 GMCA APPOINTMENTS

RESOLVED /-

1. That the appointment of Councillor Wendy Cocks, as a substitute member for Councillor Sara Rowbotham (Rochdale), to the Joint Health Commissioning Board be noted.
2. That the appointment of Councillor Keith Cunliffe to replace Councillor Terry Halliwell (Wigan) to the Greater Manchester Pension Fund be noted.

**GMCA 221/19 SPORT ENGLAND MEMORANDUM OF UNDERSTANDING
REFRESH (GM MOVING)**

The GM Mayor reported the unique relationship which had led to an innovative partnership with Sport England and £10m of funding being realised across Greater Manchester. Since the initial MOU, GM had seen an increase in physical activity by 1.7% (three times the national average) which was a significant step towards the GM Moving target and was beginning to reduce the gap between the least and most active. In introducing the report, Councillor Brenda Warrington reminded the meeting that the Health & Care Board had considered the paper earlier in the day and that GM was positively progressing towards the active target.

Members commented that this was a very positive story, within which there had been many examples as to how activity can be incorporated into everyday life, and should not be seen as an unachievable ask, but seen as a potential contributor to reducing congestion in addition to improving health.

RESOLVED /-

1. That the progress and impact of GM Moving to date be noted.
2. That it be noted that the Health & Social Care Board had considered and endorsed the refreshed MoU earlier in the day.
3. That the refreshed MOU (appendix 1), the direction of travel and the shared priorities of focus be approved.
4. That it be agreed to continue the GMCA's commitment to support the ambitions of GM Moving and the whole system approach needed to have population scale impact.
5. That it be agreed that the refreshed MOU would continue to be steered by the GM Moving Executive, chaired by Steven Pleasant, with senior representatives from GMCA, GM Health and Social Care Partnership, Transport for Greater Manchester, Sport England, GreaterSport, GM Active and representatives from the VCSE.
6. That it be noted that progress against the GM Moving Plan would be tracked with regular updates to the GM Health and Care Board.

Jim Taylor, Lead Chief Executive for Economy introduced a report on behalf of Councillor Richard Leese, Portfolio Lead for Economy which provided an update on the Implementation Plan for the GM Local Industrial Strategy (LIS) and the associated resource requirements.

The Implementation Plan forms part of a suite of documents which were the key drivers for GM, and was a grass roots response to the Local Industrial Strategy, utilising established arrangements to govern its delivery.

Members were interested in the detail of the Delivery Plan and how the priorities would be delivered, officers confirmed that the priorities cut across all portfolio areas, and that their delivery will be pan-GM.

The GM Mayor summarised that along with the GMSF, the Implementation Plan would look to rebalance skills, jobs and investment opportunities in the north of GM, and that despite a lack of clarity from Government regarding the status of the Local Industrial Strategy, GM remained committed to it's delivery.

RESOLVED /-

1. That the work underway to implement the GM Local Industrial Strategy be noted and that the proposed governance arrangements be agreed.
2. That the Year 1 Milestones (Annex 1) be agreed.
3. That the request for £3m of funding over three years to support the implementation of the GM Local Industrial Strategy, to be sourced from Retained Business Rates, be approved.
4. That authority be delegated to the GMCA Treasurer, in consultation with the GM Portfolio Chief Executive for Economy and the Deputy Mayor and Portfolio Lead for Economy, to finalise the budget and allocation of the projects for GM Local Industrial Strategy Implementation following consultation with the Growth Board.
5. That GM's commitment and determination to the implementation of the Local Industrial Strategy be made clear to Government.

Jim Taylor, Lead Chief Executive for Economy took Members through a report on behalf of Councillor Richard Leese, Portfolio Lead for Economy which provided an update on the preparations underway across Greater Manchester in anticipation of the UK leaving the European Union. He reported that there was a Communications Plan being delivered across GM to ensure as much information as possible was available to businesses and residents, overseen by the Economy Resilience Task Force. The Task Force is currently meeting on a fortnightly basis to undertake shared cross organisational planning.

RESOLVED /-

That the update on Brexit preparatory work underway across Greater Manchester be noted.

GMCA 224/19 GREATER MANCHESTER ARMED FORCES COVENANT DELIVERY

The GM Mayor introduced a report which provided an update on the progress of work following the initial signing of the MOU, detail of future initiatives and campaigns and sought endorsement of the current approach to deliver a coherent regional approach to provide a gold standard offer to the Armed Forces community. He reported that there had been significant work on the mental health strand, and a widening of the offer in relation to sporting opportunities. In recognition of these initiatives, a number of GM Local Authorities (and the GMCA) were in line for, and had recently achieved awards from the Ministry of Defence.

Members thanked officers of the GMCA for their work to support veterans, noting that Greater Manchester offer a very positive aspiration for other areas of the UK. However, there were many contributors to this agenda, and thanks were also expressed to staff within Local Authorities, partner organisations and the voluntary sector for their efforts to improve the GM offer to veterans. The GMCA was advised that Oldham Council had undertaken a change in policy to assist veterans to be re-housed as quickly as possible with additional appropriate support.

Members were also reminded that there were substantial numbers of GM Local Authority employees within the Army Reserve Unit and the outstanding support should continue.

RESOLVED /-

1. That the update provided on progress made to deliver against the Armed Forces Covenant coherently across Greater Manchester be noted.
2. That the forthcoming developments across work strands to further enhance delivery of GM's Armed Forces Covenant be noted.

3. That the proposal to continue the Armed Forces Covenant post within GMCA be approved.
4. That the current funding arrangements in place up to end of March 2021 and the proposals for further external funding as outlined in paragraph 4.2 of the report be noted.
5. That the GMCA record its thanks to Steven Pleasant, Lead Chief Executive, and Chris Thomas at the GMCA, Local Authority Members and Officers from across GM for their work in the development and delivery of the GM Armed Forces Covenant.
6. That the GMCA record it's thanks to Jon Rouse and the Health and Social Care partnership for the work undertaken to help with mental health issues, specifically the suicide prevention work.
7. That the awards received by GM Local Authorities, to deliver the Armed Forces Covenant be recognised and acknowledged.
8. That the change in housing policy by Oldham council, assist veterans to be rehoused quickly, with appropriate support be noted.

GMCA 225/19 HOMELESSNESS UPDATE

The GM Mayor updated the GMCA on the current work and progress towards the goal to end rough sleeping. He reported that the last count had indicated there were 45 less rough sleepers across Greater Manchester than the same time last year, counting 195 people, which was a significant testament to the work being undertaken across each Local Authority.

GM was one of the three pilot areas for Housing First, a scheme based on successful schemes already underway in Europe offering a range of support alongside homes for rough sleepers. To date there had been 33 individuals permanently housed through the scheme, with additional resources planned for the next few months to increase availability.

'A bed every night' was an example of the dividend for Greater Manchester as a result of devolution. Already 358 people were using the scheme, with over 400 provisions becoming available by November 2019. With thanks to the NHS input, phase two had been strengthened and health support was also now available to rough sleepers.

He advised that 195 people on the streets was still too many, and there was always more that GM could do to support people into homes. However, many of the national contributing factors to homelessness remain, and Government must address these if they were serious about achieving their target to end rough sleeping.

Members echoed these concerns, and commented that structural issues will continue to impact homelessness unless they were addressed. Specifically, Government need to: provide more social affordable housing; implement measures to tackle low standard private rented housing; reduce the negative impact on families from welfare reform; give some security to a currently precarious labour market; and make significant contributions to mental health services. Members were pleased to see the interventions across GM, however recognised that each of the numbers represented a human life and prevention was key to ensuring that homelessness trends continue to improve.

Members recognised the significant example of co-production represented through the work of the Homelessness Action Network and the positive outcome for the 800 people who have been able to move forward through the support of the homelessness programme.

RESOLVED /-

1. That the report be noted.
2. That the significant reduction in the numbers of individuals sleeping rough, compared to the same period in 2018, be acknowledged.
3. That the GMCA record it's thanks to the officers and voluntary organisations from across Greater Manchester who were delivering the homelessness agenda, recognising that there was lots more work to be undertaken, including lobbying Government for funding and the need for structural changes.

GMCA 226/19

GMCA CULTURE FUNDING 2020 ONWARDS

Councillor David Greenhalgh, Portfolio Lead for Culture, took Members through a report which summarised the progress of the first year of the GM Culture Portfolio and outlined a proposed revised approach to the delivery of the GM Cultural Strategy which looked to widen the opportunities for all organisations across Greater Manchester to be successful in applying for cultural funding.

Members thanked Councillor Greenhalgh for the opportunity for collaboration on this report, and welcomed the opportunity to diversify the funding offer through the introduction of a 15% ceiling for each awarded fund.

RESOLVED /-

1. That the progress to date within the GM Cultural Portfolio, in particular the increase of 39% in engagement with GMCA funded cultural organisations as a result of a new investment approach agreed by GMCA for 2018-2020, be noted.

2. That the proposed revised approach to GMCA investment in culture from April 2020 onwards be approved, namely:
 - continuation of GMCA investment in cultural organisations and activity across GM
 - that criteria for cultural organisations bidding for GMCA Culture Fund remain the same as 2018-2020 programme (set out in paragraph 3.3)
 - top-slicing into a separate budget, and at current percentage, non-cultural activity funding currently funded via the GM Cultural and Social Impact Fund
 - Ring-fence up to £270,000 of the GM Cultural Fund per annum to GM Culture Strategy priorities where they cannot be delivered by a single organisation, but will work with multiple cultural organisations and partners to increase cultural activity and resident engagement
 - Agree that, in line with current practice, the portfolio and programme management costs should be found from within the GMCA Cultural Fund budget
 - That the GMCA Culture Fund programme should be in place for two years (2020/21-2021/2022)
 - That, in reaching final recommendations about the portfolio of grants to award, a flexible approach will be needed to consider the issues of balance (across art form, geography and sustainability of the whole GM cultural ecosystem) and overall resources available. As part of this process GMCA is minded to consider limiting the amount of funding any single cultural organisation can receive to no more than 15% of the Greater Manchester Cultural Fund subject to understanding the impact on the viability of any organisation affected.
3. That the GMCA record its thanks to Councillor David Greenhalgh, and officers of the GMCA for their collaboration in progressing the future culture funding proposals.

**GMCA 227/19 GMCA GROWTH DEAL (1, 2&3) – SIX MONTHLY TRANSPORT
PROGRESS UPDATE**

The GM Mayor introduced a report which provided an update on the latest position in relation to the Local Growth Deal Transport Programme, that currently included a number of schemes across GM of varying sizes and complexities.

RESOLVED /-

1. That the current position in relation to the Growth Deal Major Schemes programme be noted.
2. That the current position in relation to the Growth Deal Minor Works and Additional Priorities programmes be noted.
3. That full approval for the Manchester Salford Inner Relief Route - Great Ancoats Street Scheme be granted and that the associated funding release to Manchester City Council of the remaining £8.213 million of the total £8.8 million Local Growth Deal funding to enable the delivery of the scheme, be approved.
4. That the funding of up to £1.15 million for the Rochdale Town Centre connectivity minor works scheme, be approved.
5. That the funding of up to £1.65 million advance utility works for the A5063 - Trafford Road Major Scheme under the arrangements, be approved.

GMCA 228/19 RAIL STATION ALLIANCE UPDATE

The GM Mayor took Members through a report which provided an update on the progress to date for the Greater Manchester Rail Station Alliance, whose ambition was for full devolution of all rail stations.

RESOLVED /-

That the report be noted.

GMCA 229/19 GMCA REVENUE BUDGET UPDATE 2019-20

Councillor David Molyneux, Portfolio Lead for Resources & Investment, introduced a report which informed the GMCA of the 2019/20 forecast revenue outturn position at the end of September 2019.

RESOLVED /-

1. That the Mayoral General forecast revenue outturn position for 2019/20 which shows an underspend against budget of £1.6 million be noted.
2. That the Mayoral General – Fire forecast revenue outturn position for 2019/20 which shows an underspend against budget of £2.378 million be noted.
3. That the Mayoral General – Fire forecast does not incorporate the potential outcomes of the decision making to process on the Programme for Change Outline Business Case be noted.

4. That the GMCA General budget forecast revenue outturn position for 2019/20 which shows an underspend against budget of £0.177 million be noted.
5. That the Transport forecast revenue outturn position for 2019/20 which was in line with budget be noted.
6. That the GM Waste forecast revenue outturn position for 2019/20 which was in line with budget be noted.
7. That the TfGM forecast revenue outturn position for 2019/20 be noted.
8. That the increase to the GMCA General budget of £11.167 million be approved.
9. That the budget virement of £0.18 million from budgeted GM Housing Investment Fund surpluses to facilitate the new Housing Delivery Team be approved.

GMCA 230/19 GMCA CAPITAL UPDATE 2019-20

Councillor David Molyneux, Portfolio Lead for Resources & Investment, presented a report which updated Members on the GMCA's capital expenditure programme.

RESOLVED /-

1. That the current 2019/20 forecast compared to the previous 2019/20 capital forecast approved at the July 2019 GMCA meeting be noted.
2. That authority be delegated to the GMCA Treasurer to agree minor variations in grant allocations to districts as required.

**GMCA 231/19 GREATER MANCHESTER HOUSING INVESTMENT LOANS FUND
– REVISED INVESTMENT STRATEGY**

Salford City Mayor, Paul Dennett, Portfolio Lead for Housing, Homelessness & Infrastructure, introduced a report which set out a revised Investment Strategy for the GM Housing Investment Loans Fund. He reported that the Strategy looked to improve the housing offer for Greater Manchester over the next 10-15 year period where it was anticipated that demand would continue to override the supply of housing without significant investment.

RESOLVED /-

That the revised Investment Strategy for the GM Housing Investment Loans Fund be approved.

**GMCA 232/19 GREATER MANCHESTER INVESTMENT FRAMEWORK PROJECT
UPDATES**

Clerks note: This item was withdrawn.

**GMCA 234/19 GREATER MANCHESTER INVESTMENT FRAMEWORK AND
CONDITIONAL PROJECT APPROVAL**

Clerks note: This item was withdrawn.

**MINUTES OF THE GREATER MANCHESTER TRANSPORT COMMITTEE HELD ON
FRIDAY 11 OCTOBER 2019 AT FRIENDS MEETING HOUSE, MANCHESTER**

PRESENT:

Member

Councillor Stuart Haslam
Councillor Roy Walker
Councillor Naeem Hassan
Councillor Dzidra Noor
Councillor Howard Sykes
Councillor Sean Fielding
Councillor Phil Burke
Councillor Shah Wazir
Councillor Roger Jones
Councillor Barry Warner
Councillor David Meller
Councillor Angie Clark
Councillor Warren Bray
Councillor Peter Robinson
Councillor Doreen Dickinson
Councillor Nathan Evans
Councillor Mark Aldred (Chair)
Councillor Joanne Marshall

Representing

Bolton
Bury
Manchester
Manchester
Oldham
Oldham
Rochdale
Rochdale
Salford
Salford
Stockport
Stockport
Tameside
Tameside
Tameside
Trafford
Wigan
Wigan

Officers in attendance

Bob Morris	Chief Operating Officer
Simon Warbuton	Director of Strategy
Alison Chew	Interim Head of Bus Services
Alex Cropper	Head of Operations
Danny Vaughan	Head of Metrolink
Caroline Whittam	Head of Rail Franchising
Gwynne Williams	Deputy Monitoring Officer, GMCA
Nick Roberts	Head of Services and Commercial Development
Nicola Ward	Governance and Scrutiny
Ninoshka Martin	Governance and Scrutiny

Operators in attendance

Adam Clark	Stagecoach
Gareth Mead	Warrington's Own Buses
Guy Warren	First Group

GMTC 39/19 APOLOGIES

RESOLVED /-

That apologies were received and noted from Councillors Angeliki Stogia, John Leech, Atteque Ur-Rehman and Liam O'Rourke.

GMTC 40/19 CHAIRS ANNOUNCEMENTS AND URGENT BUSINESS

RESOLVED /-

There were no chairs announcements or urgent business.

GMTC 41/19 DECLARATIONS OF INTEREST

RESOLVED /-

Councillor Phil Burke declared a personal interest in relation to item 6 (Transport Network Performance) and item 7 (Metrolink Annual Performance Report) as an employee of Metrolink.

GMTC 42/19 MINUTES OF THE MEETING HELD 13 SEPTEMBER 2019

RESOLVED /-

1. That the minutes of the GM Transport Committee held on 13 September 2019 be approved as a correct record subject the amendments as below.
 - GMTC/34/19 to read 'A member reported that a number of his constituents had been charged *in excess of what they had anticipated* for their Metrolink journey following the introduction of contactless payments *because they had failed to touch out.*'
 - GMTC/34/19 to read 'The Committee were informed that Metrolink Passengers who had not *touched* out and therefore charged for a day fare, could request a refund via TfGM.'
 - GMTC/34/19 resolution 5 to read 'That it be noted that Metrolink Passengers who have been charged *because they failed to touch out* using contactless payments can request a refund via TfGM.'
 - GMTC/34/19 resolution 6 to read 'That it be noted that a breakdown of reliability issues by Metrolink line be incorporated into the Metrolink *Annual Report.*'

- GMTC/36/19 to read 'Northern confirmed that this was primarily due to driver shortages
 - GMTC/36/19 to read 'A member raised concerns regarding the short notice cancellations, and non-stopping trains with no advance notice, which was affecting Rochdale *and* Stockport Stations (Smithy Hill, Castleton, Mills Hill *and* Romiley).
 - GMTC/36/19 resolution 7 to read 'That an analysis of 'penalty fares' issued since 2017 be incorporated into the next Rail Performance report, *subject to data availability.*'
2. That in relation to the Centre for Local Economic Strategies, that the request to review the role of public transport in reducing public health inequalities be agreed.
 3. That it be noted that the mid-tier submission would be submitted on the 18 October 2019, and therefore there was no further information for Members at this stage.

GMTC 43/19 GREATER MANCHESTER TRANSPORT COMMITTEE WORK PROGRAMME

Gwynne Williams, Deputy Monitoring Officer, GMCA introduced the latest version of the work programme for the Greater Manchester Transport Committee, which had incorporated potential future report items as suggested by members.

In addition, members suggested that consideration be given to the future report on Age Friendly Transport, and whether it could include a review of the concessionary pass for pensioners before 9.30am.

In relation to bus shelters, members sought clarity as to whether the remit of the new GM Transport Committee allowed for these to be considered in a formal committee setting, or whether another process would be more efficient in responding to Members regarding shelter requests within their Local Authority.

Members further requested bringing forward the climate change report in advance of March 2020 following the recent climate change emergency declaration by the GMCA.

RESOLVED /-

1. That the draft work programme from November 2019 to March 2020 be noted.
2. That it be agreed that the forthcoming report on Age Friendly Transport consider as to the potential extension of the operational time to use concessionary passes before 9.30 am for pensioners.
3. That it be agreed that TfGM provide a direct response to Councillor Sykes in relation to his local bus shelter enquiries.

4. That it be agreed that officers review the terms of reference of the new GM Transport Committee to clarify its role in relation to bus shelters with a view to determining a process for member engagement regarding shelters within their respective areas.
5. That it be agreed that officers consider the potential of bringing a future report to the Committee on the impact of public transport on climate change in advance of the current proposed timescale of March 2020.

GMTC 44/19 TRANSPORT NETWORK PERFORMANCE

Alex Cropper, Head of Operations, TfGM took members through a report which set out an overview of transport network performance in Greater Manchester for August 2019. He highlighted that heavy rain, issues with the Toddbrook Dam in Whaley Bridge and depot trespass issues had been detrimental to performance over this period. However, the school holiday period had also reduced journey times to result in overall good performance. The Our Pass scheme for 16-18 year olds had recently been successfully launched with a multi-agency approach and had been well received by young people.

Members questioned the current status of rail services in GM, and in particular the proposals for Sunday services which had been recommended by ASLEF (Associated Society of Locomotive Engineers & Firemen), but rejected by its members. Latest information from Northern had also indicated that the removal of the Pacer trains would be delayed, however members had been made aware that there was a commitment to ensure their removal by the end of 2019.

Members further reported a £25m deficit between Northern and Government, hence discussions regarding the future of the franchise were still ongoing. The GMCA had already urged for the termination of their franchise due to poor performance, and the Mayor had also committed to continue to lobby for improved rail services across GM.

RESOLVED /-

1. That the report be noted.
2. That it be agreed that TfGM share information directly with Councillor Adshead in relation to the increase in train delay minutes over the last period as reported by Network Rail.
3. That it be noted that members were advised to raise their concerns regarding the delayed removal of the Pacer trains directly with Northern and that it be noted that TfGM would continue to pursue Northern in response to their recent announcement regarding the delay in the removal of the Pacer trains.

GMTC 45/19 METROLINK ANNUAL PERFORMANCE REPORT

Daniel Vaughan, Head of Metrolink, TfGM introduced a report which provided an overview of the operational performance of Metrolink services over the last year up until August 2019. He reported patronage growth, with circa 45m annual trips, positioning Metrolink patronage ahead of forecasted levels. However, with this demand, there had been some issues regarding capacity resulting in additional trams being allocated to the Bury, Oldham and Ashton lines. The introduction of the zonal fare structure and contactless payments had gone well, with predominately positive experiences expressed by passengers (90% customer satisfaction).

Across the year, Metrolink was performing well until July, when the summer months brought an increase in issues with rolling stock, and overhead lines. There were also an increase in road traffic accidents and some break-downs attributed to the hot weather.

However, as the Metrolink system matures, there had been less and less infrastructure issues and an overall reduction in anti-social behaviour. In relation to this, there were planned changes to the Travelsafe Partnership from November 2019, which would see more uniformed police on trams.

Through the service level agreement with the operator KAM (KEOLIS-Amey Metrolink), there had been 28 apprenticeships offered, and 48% of services to support the contract had been procured within a 25 mile radius of GM.

Transport Focus had nominated Metrolink for the light rail operator of the year award, which was a significant achievement against larger operators. Benchmarking internationally had also shown significant value for money in the Metrolink service.

Members questioned as to whether there were sidings available to place trams which had broken down to ensure the system could begin moving as quickly as possible. In particular, a member reported a breakdown on the Bury line which had resulted in bus alternatives and significant passenger confusion. Officers were aware of the failure of a double tram in a tunnel, that required concentration on the safety of passengers who were on board as priority. In such instances, contingency plans and the use of sidings were not always possible, hence some disruption to the wider network.

Members questioned whether there were any interim arrangements for increase police presence on trams before the changes to the Travel Safe Partnership had been implemented in November. Officers reported that the Partnership was aware of the impact of a slight delay to their previously published programme, and were in discussions with KAM to ensure that the balance of security/customer service staff was right now, and going forward into the future.

A member asked whether the additional 27 trams as detailed in the report were included with those to come into the network as part of the Trafford Park expansion. Officers

confirmed that these were additional units which would be used to increase double units on existing routes and increase capacity over the whole system.

Members asked for some feedback following the introduction of zonal fares, and it was reported that it had generally gone well and passengers feedback indicating that they feel travel is better value for money, with only some reported confusion in relation to the change in payment machine screens. There had also been some incidents of people being charged for a day ticket after failing to tap out, however refunds were available via TfGM for infrequent offences.

A member asked about the Operators commitment to the GMCA's Social Value Policy and it was confirmed that this is detailed within the contract as part of the procurement process.

A member also requested information in relation to Metrolink on a line-by-line basis. Officers confirmed that this was available on a monthly basis via the TfGM website, but could also be provided to members upon request.

RESOLVED /-

1. That the performance report be noted.
2. That it be noted that KAM (KEOLIS-Amey Metrolink) have indicated that they will attend future meetings of the GM Transport Committee in relation to any report on Metrolink.
3. That it be agreed that officers provide a summary breakdown of staff employed by KAM directly to Councillor Haslam.
4. That it be noted that detailed information on Metrolink issues was available on the TfGM website on a monthly basis, but can also be provided to members directly upon request.

GMTC 46/19 FORTHCOMING CHANGES TO THE BUS NETWORK (Key Decision)

Nick Roberts, Head of Services and Commercial Development, TfGM took members through a report which informed the Committee of the changes that have taken place to the bus network since the last meeting and any consequential action taken or proposed by Transport for Greater Manchester.

In relation to service 180, members had received representations from a resident opposed to the planned changes from First. Officers from TfGM offered to facilitate the opportunity for further dialogue in relation to the proposed changes to this service.

Members urged that in relation to any proposed changes, that these are shared with elected members as they can often suggest alternative solutions that would meet the needs of local residents.

Members welcomed the planned introduction of a 5 minute service by Go-North West from Manchester-Middleton, however had some concerns as to its reliability as per the previous 10 minute service. Furthermore, members welcomed the splitting of services at Oldham Town Centre to improve reliability, but urged operators to consider through fares as an option for passengers. Operators confirmed that passengers making these journeys tended to be users of a day/week ticket.

Members reported significant issues in relation to Diamond Buses, including a lack of drivers, a lack of frequency of services, buses without capacity and vandalism at their depot. They questioned whether Diamond had the ability to deliver the contract as members had received a number of complaints about their services.

Members welcomed the introduction of additional services Logistics North Bolton Link serving commuters to Logistics North, but noted that there had been a number of refusals due to capacity issues. It was questioned as to whether the increased service could be introduced earlier than January 2020. Officers agreed to look at this, but suspected that it was in relation to contract agreements.

RESOLVED /-

1. That the changes to the commercial network and the proposals not to replace the de-registered commercial services as set out in Annex A be noted.
2. That the changes to the commercial network and the proposals not to replace the de-registered commercial services as set out in Annex A, be agreed.
3. That it be noted that First will re-consider (following correspondence received from a local resident) the proposed commercial changes to service 180.
4. That the proposed action in respect of changes or de-registered commercial services as set out in Annex B be agreed.
5. That the proposed changes to general subsidised services set out in Annex C be approved.
6. That it be agreed that TfGM review whether the start date of changes to the Logistic North Local Link could be brought forward.

Bob Morris, Chief Operating Officer, TfGM introduced a report which informed members of the publication of the GM Prospectus for Rail, and linked strongly to the Strategic Rail Update report as introduced by Simon Warburton which provided an update on the work being undertaken by TfGM and partners on two long term strategic rail programme components: HS2 and Northern Powerhouse Rail and Tram-Train.

The Rail Prospectus was launched on the 26 September, covering four key aspects –

- Making best use of what's available now
- Delivering more capacity and better connectivity
- Devolved and accountable rail-based network
- Integrated travel between all modes.

The Prospectus would further be steered by the outcomes of the Williams review, and its findings in relation to the future of rail.

HS2 and Northern Powerhouse Rail were two critical elements to the rail prospectus, within a set of deliverables to address the current rail challenges. It was vital that the network is developed to support sector growth, and manage passenger demand. Transport for the North and the Department for Transport have already undertaken some work in relation to a growth strategy for rail stations and how they can contribute to the growth of the GM economy as a whole.

There is a national review of HS2 to which GM are contributing.

In relation to tram-train, there was a new momentum for taking this forward following the Prospectus, and a number of potential corridors had already been identified.

Members welcomed plans in relation to Stockport Train Station, as a key element of the Mayoral Development Area, there was already work underway to engage with Network Rail to deliver improvements in and around the station. However, there was also a programme of work required to fully understand the impact of HS2 on Stockport Station, and release further capacity for localised services.

A member of the committee urged that myths around the potential for surplus funding should HS2 be cancelled are challenged, as without the removal of fast trains from the network, capacity will not be able to be increased and therefore HS2 was a vital contributing factor to the successful development of the train network.

Members were concerned that there had been little progression in relation to tram-train, and only ever one trial in the UK. It was felt that there was little commitment from Government in relation to these concepts and potentially further expansion of the Metrolink system would be greater supported.

A Member asked about the potential for a train station in Diggle, as this was not included in the 2040 Delivery Plan. Officers confirmed that this Plan was still in draft form, and the

consultation responses were currently being reviewed. Final agreement on its content would be approved by the GMCA in due course.

A Member reported an exceptional station at Hindley, which had been improved by the Friends of Hindley Station group, and a range of activities undertaken with young people and other disadvantaged groups. The Station had also recently been awarded a Wigan in Bloom award.

Members were reminded of the Community Friends Day where all groups were invited to share good news and have a networking opportunity. There was a lot of activity like this across the network, and it was important to recognise all their efforts.

A member urged for consideration to be given to a station request for Cheadle, where the platform remains, and a potential to serve a number of large scale employers. Officers confirmed that Cheadle was on the map as a potential new station site, however there were some challenges as a result of a single track to and from the station.

In relation to a tram-train service to Marple, a member also urged that officers consider a rail route to Stockport. Officers confirmed that a rapid transit corridor between Marple and Stockport had been considered, however it was proving a challenging business case to address as the end point was not of a significant scale.

The Wigan-Manchester line passes at the base of Logistics North, which would prove an ideal location for a station to service the businesses. Members added that Bolton to Walkden railway line could also be used to link to Bolton Hospital. Officers agreed to consider the opportunity provided through the Bolton-Walkden line.

RESOLVED /-

1. That the reports be noted.
2. That it be noted that the Delivery Plan was currently in draft form, and following the review of the consultation responses, would be submitted to the GMCA for approval.
3. That the Committee record its thanks to all Friends of Station Groups, with special mention to the Friends of Hindley Station who had recently received a national award for their work with young people and disadvantaged groups, in addition to a local award from Wigan in Bloom.
4. That it be agreed that TfGM respond directly to Councillor Stuart Haslam in relation to proposals relating to links to Bolton Hospital.

GMTC 48/19 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED /-

That, under section 100 (A)(4) of the Local Government Act 1972 the press and public should be excluded from the meeting for the following items of business on the grounds that this involved the likely disclosure of exempt information, as set out in the relevant paragraphs of Part 1, Schedule 12A of the Local Government Act 1972 and that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

GMTC 49/19 FORTHCOMING CHANGES TO THE BUS NETWORK - PART B

RESOLVED /-

That the report be noted.



COUNCIL

Update on Actions from Council

Portfolio Holder: Various

Officer Contact: Director of Legal Services

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

8th January 2020

Reason for Decision

The decision is for Elected Members to note the updates to the actions from previous Council meetings.

Executive Summary

1. This report provides feedback to the Council on actions taken at the Council meeting on 6th November 2019.
2. This report also provides feedback on other issues raised at that meeting and previous meetings.

Recommendations

Council are asked to agree the action taken and correspondence received regarding motions and actions agreed at previous Council meetings.

Update on Actions from Council

1 Background

1.1 The report sets out the actions officers have taken on motions of outstanding business and notice of motions approved at the Council meeting held on 6th November 2019.

2 Current Position

2.1 The current position from actions as a result of motions is set out in the table at Appendix One. Letters are attached at Appendix Two in response to the actions approved at Council.

3 Options/Alternatives

3.1 N/A

4 Preferred Option

4.1 N/A

5 Consultation

5.1 N/A

6 Financial Implications

6.1 N/A

7 Legal Services Comments

7.1 N/A

8. Co-operative Agenda

8.1 N/A

9 Human Resources Comments

9.1 N/A

10 Risk Assessments

10.1 N/A

11 IT Implications

11.1 N/A

12 Property Implications

12.1 N/A

13 Procurement Implications

-
- 13.1 N/A
- 14 **Environmental and Health & Safety Implications**
- 14.1 N/A
- 15 **Equality, community cohesion and crime implications**
- 15.1 None
- 16 **Equality Impact Assessment Completed?**
- 16.1 No
- 17 **Key Decision**
- 17.1 No
- 18 **Key Decision Reference**
- 18.1 N/A
- 19 **Background Papers**
- 19.1 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 not include documents which would disclose exempt or confidential information as defined by the Act:
- Agenda and minutes of the Council meeting held 6th November 2019 are available online at: <http://committees.oldham.gov.uk/mgCommitteeDetails>
- 20 **Appendices**
- 20.1 Appendix 1 – actions taken following the Council meeting held on 6th November 2019
- 20.2 Appendix 2 – Letters and other information received in response to actions approved at previous Council meetings.

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Actions from Council 6 November 2019

ACTION	ISSUE/RESPONSE	WHO RESPONSIBLE	DATE COMPLETED
<p>Cabinet Member Question from Councillor Williamson: question related to primary school placements. A number of years ago Shaw and Crompton Ward Councillors received a briefing and informed that if a family moved into the area there would not be a local primary school placement for them and Councillors asked for input to which schools were to be approached. Councillor Williamson asked if primary school placements were still an issue in Shaw and Crompton and what progress had been made since that meeting to address that issue.</p>	<p>See Note 1 below.</p>	<p>Councillor Mushtaq</p>	<p>3 December 2019</p>
<p>Cabinet Member Question from Councillor Harkness: Councillor Harkness asked if the Council would look into putting weight restrictions and signage in place in the area of Dobcross. Councillor Harkness also advised that residents were petitioning for a 20-mph default speed limit. Councillor Harkness asked if this could be looked at again or at least look at introducing such a scheme for Dobcross.</p>	<p>Lorry Watch should only be carried out in areas that have Environmental weight restrictions in place; however, these are relatively expensive to introduce due to the need to illuminate signs around a cordon and are difficult to resource and enforce by the Police as schemes must be able to both accommodate legitimate delivery access but deter all other HGV's.</p> <p>Initial consideration in Dobcross</p>	<p>Councillor Ali</p>	<p>29 November 2019</p>

	<p>suggests that safely positioning and siting of the required signs may be an issue due to some of the routes not having footways or footways being of substandard width.</p> <p>Lorry watch isn't currently in progress in Delph as some signing issues need rectifying at a cost currently being identified by Traffic Officers.</p> <p>Regarding the introduction of a 20mph Speeds limit strategy for villages in the Saddleworth area. This is something that is currently being considered by traffic engineers and a request for funding from a future year's Capital Programme is being pursued.</p>		
<p>Cabinet Minute question from Councillor Sheldon: Councillor Sheldon asked about flooding and blocked drains. Councillor Sheldon did not believe that grids being emptied once a year was not adequate especially with the leafy lanes in Saddleworth. When grids were blocked they were reported. Councillor Sheldon asked if extra cleaning vehicles could be moved to different parts of the borough to address the grids.</p>	<p>It is acknowledged that certain roads within the borough are more susceptible to flooding than others, during periods of prolonged rainfall or if officers receive severe weather warnings, equipment is diverted in advance to these locations to ensure any surface water can flow into the gully's.</p> <p>Cleaning gully pots annually is a recognised industry standard and in most cases is more than adequate to prevent silt build ups in gully pots, any increase to</p>	<p>Councillor Ur-Rehman</p>	<p>29 November 2019</p>

	schedules would carry significant additional cost to the council which is felt to be unjustified as our records show that over 95% of flooding incidents over the past four years were down to factors other than blocked gullies.		
Joint Authority questions: related to mental health in Oldham and the issue of nitrous oxide and its long-term effects. Councillor Al-Hamdani asked if there were any statistics on the impact of this on the health of young people in the borough and any additional programmes which assisted in prevention?	See Note 2 Below.	Councillor Harrison	21 November 2019
Administration Motion 1: Better Buses for Greater Manchester	In the Better Buses for Greater Manchester motion that was approved by the full council meeting in November, the council resolved to explain the benefits of bus franchising for Oldham and complete the consultation. This resolution has been delivered through a social media campaign utilising the Combined Authority's communications toolkit. These posts on Twitter and Facebook have been put up regularly and will continue to be until the time the consultation closes in January. They explain that the GMCA	GMCA/Council	Ongoing.

	<p>believes that if buses were brought under local control it would improve the way bus services are planned and coordinated. They also direct residents to dedicated pages on the consultation that explain the positive impact of franchising for Greater Manchester and encourage residents to contribute their views.</p> <p>Write to GM Mayor</p> <p>Response from GM Mayor dated 19 Dec 2019 received 23 Dec 2019</p>	Chief Executive	14 November 2019
Administration Motion 2: Free Personal Care	<p>Write to the Secretary of State for Health and Social Care</p> <p>Write to three local MPs</p> <p>Response from A Rayner MP dated 20 Dec 2019 received 23 Dec 2019</p> <p>Response from J McMahon MP dated 20 Dec 2019 received 23 Dec 2019</p>	<p>Chief Executive</p> <p>Chief Executive</p>	<p>18 December 2019</p> <p>18 December 2019</p>
Opposition Motion 1: Clean Air Outside Our Schools	Referred to O&S Board	O&S Board	In progress. To be linked to the GM Clean Air Plan.
Opposition Motion 2: Anti-Bullying Week 2019 'Change Starts with Us'	<p>Communicate with Schools in Oldham about packs for primary and secondary schools</p> <p>Sign up as a supporter of Anti-</p>	<p>People Services</p>	<p>In progress.</p> <p>In progress.</p>

	<p>Bullying week; Joint UK-wide Anti-Bullying Alliance; Develop Anti-bullying training programme for Councillors and review current Council policy; Adopt Anti-Bullying Alliances definition of bullying and encourage staff to undertake online training module – From an HR perspective a standalone employment policy in relation to harassment, bullying and victimisation will be drafted early in the new year. This would go through various channels for approval, i.e. officers, trades unions, Council). Subject to approval, communication and training/development activities will be reviewed to support this.</p> <p>Access to Anti-Bullying Alliance website from the Council website and a link to the ACAS on the policy webpage</p> <p>Build on #Stop work done by Oldham Youth Council</p>	<p>Webteam</p> <p>Youth Council</p>	<p>Already in place.</p> <p>The Youth Council and the Youth Voice Family will be working over the next year on Anti-Bullying work and posters. As part of Anti-Bullying week the Youth Council will be redoing the campaign and updating the posters used. These will be sent to schools and youth groups as well as over social media.</p>
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Opposition Motion 3: Take the Franchise Off Northern Rail	Write to the Secretary of State for Transport	Chief Executive	18 December 2019
Update on the Actions from Council	RESOLVED that the update on Actions from Council be noted.	Council	Council noted the report on 6 th November 2019
2018/2019 Annual Statement of Accounts	RESOLVED that the Council's final accounts position for 2018/19, the Statement of Accounts, the Audit Completion Report and the Annual Audit Letter be noted.	Council	Council noted the report on 6 th November 2019
Polling District and Polling Place Review 2019	RESOLVED that: <ol style="list-style-type: none"> 1. The Polling District Review which incorporated changes considered appropriate be approved. 2. The proposed changes to polling districts and polling districts incorporating the recommendations as attached at Appendix A in respect of Chadderton North, Failsworth East and Werneth be approved. 3. The Chief Executive, as Returning Officer, in consultation with Group Leaders, be authorised to identify an alternative polling station, if necessary, for any other polling stations unavailable on the date of the election. 	Council	Council approved the report on 6 th November 2019
Welfare Reform Update	RESOLVED that the Welfare Reform Update be noted.	Council	Council noted the report on 6 th November 2019

Revision of Byelaws under Section 19 of the Public Libraries & Museums Act 1964	RESOLVED that the byelaws made under Section 19 of the Public Libraries & Museum Act, 1964 as amended and updated as detailed in Appendix 1b to the report be approved.	Council	Council approved the report on 6 th November 2019
Review of JNC Pink Book Youth Workers Grading Structure	RESOLVED that the revised JNC Pink Book Youth Workers grading structure, as outlined in Section 3 of the report, be adopted with an effective implementation date of 1 st September 2019.	Council	Council approved the report on 6 th November 2019

Note 1: Councillor Williamson Cabinet Member Question, Primary School Places - Last year Oldham Council's Labour leadership committed to growing our borough's good and outstanding schools, so that all of our children have the opportunity to receive an excellent education and start in life. To that end we have invested £37m to build capacity across the borough. When assessing capacity needs for school places, Shaw and Crompton are considered with Royton. In this area there are spaces in several schools from Reception through to year 4 at an average of around 50 per year group. There are also spaces in years 5 and 6 although not as many and in fewer schools. Capacity was increased through the expansion of East Crompton St Georges Primary in 2014/15. Officers continue to assess the need for school places as populations change, and future proof our capacity accordingly, including considering plans like the Greater Manchester Spatial Framework. Schools in Oldham have suffered significant cuts since the coalition government took power in 2010, with almost all experiencing substantial drops in per pupil funding. Nationally, 83% of schools face further cuts next year under current Conservative spending plans. While the council have made substantial commitments to improving the state of our schools, delivering lasting improvement across the board and giving proper control to local authorities to account for changing capacity needs will best be achieved if Labour are able to implement their planned National Education Service after 12th December.

Note 2: Councillor Al-Hamdani Question, Health and Wellbeing Board Minutes, Item 11: Suicide Prevention Update - The Psychoactive Substances Act (PSA) has had a significant impact on the visible distribution of Psychoactive Substances across the Oldham borough. Prior to the Act a large number of shops (Head Shops) were openly selling substances to members of the public, including young people. Since the implementation of the Act all of these premises have closed or ceased to trade. It's accepted that Psychoactive Substances Act has only been partially successful in achieved its aim and the sale of psychoactive substances on the internet is still easily accessible and this includes Nitrous Oxide canisters. There has been multi agency work conducted across the partnership with Community Safety Services, Trading Standards & Police to target retailers selling Nitrous Oxide over the counter but reducing sales to young people is problematic due to

Appendix 1

continued availability of Nitrous Oxide online. Data on the health effects of nitrous oxide is very limited. Information provided by OASIS (Young Peoples Substance Misuse Service) indicates that numbers of young people entering treatment and specifying psychoactive substance use were less than 1% of all new treatment journeys recorded. The use of Nitrous Oxide falls into this category and this is in line with the national average. There is limited evidence that continued and excessive use of Nitrous Oxide impacts directly on mental health of individuals and being able to attribute mental ill health/poor mental wellbeing to nitrous oxide use is difficult. Engagement using a harm minimisation approach with young people in the community in order to educate and challenging risk of continued use is most appropriate intervention for the vast majority. This is due to the majority of young people using Nitrous Oxide recreationally and not presenting to substance misuse of mental health services directly. The service specification for the new young people’s substance misuse and sexual health service (which will be out to tender this week as part of the targeted youth contract) places an emphasis on the specialist service working proactively with detached youth workers to reach young people using substances, including nitrous oxide. In summary, the use of Nitrous Oxide locally is recognised however there is limited information about the impact on young people’s physical, emotional and mental health as the majority of young people using nitrous oxide do not present to drug services or mental health (CAMHS) services. Engagement using a harm minimisation approach with young people in the community in order to educate and challenging risk of continued use is most appropriate intervention for the vast majority.

Page 110

Previous to 6 November 2019 Council:			
ACTION	RESPONSE	WHO RESPONSIBLE	DATE COMPLETED
Opposition Business 1: Keeping Our Villages and Rural Areas HGV Free (12 Sept 2018)	Overview and Scrutiny to examine the merits of establishing a lorry watch scheme	O&S Board	In progress. Lorry watch isn't currently in progress in Delph as some signing issues need rectifying at a cost currently being identified by Traffic Officers.
Leader and Cabinet Member Question: Cllr Hudson re Dawson's Field (20 March 2019)	Lease signed.	Cllr Judd	18 December 2019

<p>Opposition Motion 1: Tackling Dog Fouling and Nuisance (20 March 2019)</p>	<p>Consultation be undertaken on application of maximum on the spot penalty and O&S Board asked to examine current examples of best practice and confer with the Dog Trust</p>	<p>People & Place / O&S Board</p>	<p>The motion was taken to the O&S Board at the meeting held on 18 June 2019. The Board has requested that initial investigations be made into examples of best practice and the potential contribution of the Dogs Trust and the matter be considered further at the next meeting in conjunction with the work programme. A further briefing note was discussed at the O&S Board on 23 July. Officers requested a member to work with officers to explore campaign material and initiatives. Councillor Curley agreed to work with officers.</p>
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<p>Opposition Motion 2: Tackling Speeding (20 March 2019)</p>	<p>O&S Board asked to identify locations, explore availability of funding, investigate how to work with residents' groups and explore establishing 'bus gates'</p>	<p>O&S Board</p>	<p>The motion was taken to the O&S Board meeting held on 18 June 2019. The Board requested further information and evidence be sought on the issues raised in the Motion including the potential for further work with the police and the community, and the matter be considered further at the next meeting in conjunction with the work programme. The O&S Board again discussed the motion on 23 July 2019. A workshop was held on 24 Sep 2019. Three areas are to be explored further and reported back to the O&S Board.</p>
<p>Cabinet Member Question from Cllr C Gloster re Safety Cameras to Cllr Ur-Rehman (10 July 2019)</p>	<p>Upgrade of Safety Cameras; See Note 1 below.</p>	<p>Councillor Ur-Rehman</p>	<p>23 December 2019</p>
<p>Opposition Motion 1: Making a Commitment to the UN Sustainable Development Goals (10 July 2019)</p>	<p>Replicate as far as possible to identify work being done and what more can be done by the Council and its partners.</p> <p>O&S Board discussed the motion at the meeting held on 23 July 2019. The Board requested information be sent to relevant officers for a report to be brought back to the O&S Board.</p>	<p>O&S Board and Health Scrutiny</p>	<p>In progress.</p>

Opposition Motion 3: Adopting the Fair Tax Declaration (10 July 2019)	Sign the Councils for Fair Tax Declaration	Head of Corporate Governance	In progress.
Councillor Sykes Question 2: GMSF – Arrangement for Extraordinary Council Meeting (11 Sep 2019)	Arrange meeting to discuss GMSF to discuss proposals	Constitutional Services	In progress.
Opposition Motion 3: Ban on Fast Food and Energy Drinks Advertising (11 Sep 2019)	Referred to O&S Board	O&S Board	The motion has been referred to Health Scrutiny. This will be discussed at the meeting to be held on 7 January 2020.

Note 1: Upgrade of Safety Cameras

TFGM provided the following information:

“Safety camera housings in Greater Manchester are a Local Highway Authority (LHA) asset. Unlike other areas in England, LHA’s such as Oldham (e.g. GM Districts) are not currently required to contribute towards the cost of day-to-day maintenance of fixed roadside safety camera assets. The local Safer Roads Partnership – Safer Roads GM (SRGM) is currently able to do so on behalf of GM Districts. SRGM coordinates these maintenance activities for over 230 fixed roadside safety camera housings.

Note that SRGM is not a legal entity and is therefore not able to own assets. Following clarification on the legal mechanism and funding model at a national level in late 2017; SRGM is only able to fund revenue activities on a cost recovery basis. E.g. periodic inspections; maintenance repairs; individual component replacement; and energy etc. As the owner of the asset, GM Districts retain overall responsibility for asset management and replacement.

Recognising that wet-film technology was beginning to be replaced by digital enforcement, SRGM has proactively assisted GM Districts and GMP by leading on multiple phases of safety camera digitisation since 2007. Given the significantly higher costs involved in digitisation, and no funding being available from GM Districts, legacy upgrades programmes were prioritised at a GM level based on the red-amber-green (RAG) ranking of the housings. Previous phases of digitisation have put GM in a stronger position than other police force areas where there may have been a greater reliance on wet-film.

The decision to begin to withdraw support for wet-film technology was not ultimately within GMP’s control. Support for the maintenance of wet-film safety camera housings; and processing & development equipment became increasingly challenging towards the end of 2018, as did the availability of high-volume exposure 35mm wet-film.

Since 2006 regular updates on safety camera housing assets have been shared with via SRGM with GM Districts, or their highways delivery partners to raise awareness of District ownership of the safety camera housing asset including condition and other details. As safety camera housings are a local authority asset, they should be included within Oldham's highways asset management register.

During summer 2019 - TfGM, on behalf of all GM Districts and GMP, was successful in gaining programme entry approval to the Mayor's Challenge Fund to upgrade and digitise GM safety camera housings including Automatic Number Plate Recognition (ANPR) and/or average speed-based technology where applicable and feasible. Work has commenced to develop the full business case and the funding will be subject to the approval of the business case by the GMCA.

The above information does not prevent individual GM Districts from working in partnership to prioritise investment in their roadside safety camera housing assets. This has been the case in recent years on a smaller number of occasions in GM where a wet-film safety cameras housing has been upgraded as part of a GM District highway improvement scheme. In many other parts of England investment is prioritised from budgets available to Local Highway Authorities.

In relation to which safety camera housings have been upgraded, whilst this information has been provided to officer(s) within the Unity Partnership, Oldham may decide that it is not in the interest of public safety to release detail information on a site-specific basis.

Regardless of the technology used at specific sites, with a finite capacity for enforcement, the police generally rely on the perception by drivers that safety camera housings could be active at any time (as deployment is prioritised based on intelligence and safety rankings). If site specific information was disclosed, then drivers could be given access to information allowing them to know when or where they can and cannot pass this specific sites at a speed above the statutory limit; or fail to stop at traffic signals where red-light safety camera housings are located. Disclosing information would render the purpose of the safety camera housings obsolete and may have a detrimental effect on safety. the Information Commissioner's Office (ICO) decision was to maintain the exemption to a similar Freedom of Information (FOI) request."

In his role as cabinet member for neighbourhood services Councillor Ur-Reham will continue working with colleagues in Oldham and across GM boroughs to encourage the upgrading of speed cameras wherever possible, with an emphasis on sites in our borough where there a significant risk is posed by dangerous driving.

ANDY BURNHAM

**MAYOR OF
GREATER
MANCHESTER**

Carolyn Wilkins
Carolyn.wilkins@oldham.gov.uk

19 December 2019

Our ref: 111947MB

Dear Carolyn,

Thank you for contacting me regarding Bus Regulation in Greater Manchester following the motion discussed at Full Council meeting at Oldham on 6th November. I acknowledge Oldham Council's support in favour of bus regulation in Greater Manchester.

The situation you describe is exactly why I am committed to improving our bus network – buses are vital to Greater Manchester's economy and society and need to be a part of an effective, joined up transport network that supports economic growth by improving access to retail, health services, employment, education, and leisure. On top of this, if people have viable alternatives to car travel, we can tackle the congestion on our roads and in turn improve our air quality.

You may be aware that I campaigned with Greater Manchester MPs and Leaders for the Bus Services Act 2017 and I am pleased that Greater Manchester is now leading the way nationally in using the Act's powers to consider how best we can improve our bus services.

On behalf of the Greater Manchester Combined Authority (GMCA), TfGM prepared an assessment which described the options available to Greater Manchester to reform the local bus market. In particular, the assessment described the effects that a proposed franchising scheme could produce and compared franchising against our objectives to improve both our bus services and our wider transport network. The assessment also considered other options for reform such as partnerships. However, the assessment identified franchising as the best option for Greater Manchester.

The assessment has since been reviewed by an independent auditor and a public consultation is now being undertaken to allow the travelling public of Greater Manchester to have their say on the proposed franchising scheme. The consultation closes on 8 January 2020 and following this, responses to the consultation will be independently analysed and used to inform a report that the GMCA will publish. I will then take the report and consultation responses into account when making any decision on whether to introduce the proposed franchising scheme.

You can find out more about the proposals and how to take part in the ongoing consultation at the following link: <https://www.gmconsult.org/>

Best wishes,


Andy Burnham
Mayor of Greater Manchester

GMCA, Churchgate House, 56 Oxford Street, Manchester, M1 6EU

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ANGELA RAYNER MP
Ashton-under-Lyne



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HOUSE OF COMMONS
LONDON SW1A 0AA

Our Ref: DM/AR

Chief Executive
Oldham MBC
Level 3, Civic Centre
West Street, Oldham
OL1 1UG

20/12/2019

Dear Carolyn,

Thank you for your letter outlining the motion debated by full council on 6th November.

I fully agree that bold changes are needed to deliver a long-term funding solution for social care and it's heartbreaking to hear stories of the cost burdens placed on elderly people as they are forced to spend their life savings and sell the homes they wanted to leave to their loved ones to afford the basic care they require.

At last month's General Election, I stood on a manifesto that outlined Labour's plans to build a comprehensive National Care Service for England.

Social care funding cuts have left 1.5 million older people without the care they need and almost £8 billion has been lost from social care budgets since 2010. This is having a profound impact on unpaid carers in this country, with 2.6 million carers quitting their jobs to provide care to family members. The current care system is at risk of collapse.

Labour pledged to provide community-based, person-centred support, underpinned by the principles of ethical care and independent living. We also pledged to provide free personal care, beginning with investments to ensure that older people have their personal care needs met, with the ambition to extend this provision to all working-age adults.

We said we would develop eligibility criteria that ensures our service works for everyone, including people with complex conditions like dementia.

We want to ensure no one needs to face catastrophic care costs of more than £100,000 for the care they need in old age and pledged to bring in a lifetime cap on personal contributions to care costs.

We pledged to invest in other social care packages to reverse the damage done by Conservative cuts and provide additional care packages to support both older people and working-age adults living independently in their own homes.

Unfortunately, the Conservatives won a large majority so we are unable to implement the plans that would have been lifechanging for so many people across my constituency.

Labour's role now is to hold the Government to account and ensure we continue to stand up for the most vulnerable in our communities. I can assure you that I will always fight for my constituents in Parliament and be a strong voice as I strive to get the very best for them.

I would be grateful if you would keep me informed of any future policy decisions made by Oldham Council in this area.

Kind regards

Angela Rayner MP

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Jim McMahon OBE MP



HOUSE OF COMMONS

LONDON SW1A 0AA

Dr Carolyn Wilkins OBE
Chief Executive
Oldham Council
Civic Centre
West Street
Oldham
OL1 1UG

20 December 2019

Ref: JM26798

Dear Carolyn

Re: Oldham Council resolution – Free Personal Care

Thank you for your letter regarding the Council's call on the Government to take steps to implement the introduction of free personal care for all older people in England.

You can rest assured of my support for this resolution and I will raise this matter in Parliament whenever the opportunity arises.

Kind regards

A handwritten signature in cursive script that reads "Jim McMahon".

Jim McMahon OBE MP
Member of Parliament
Oldham West & Royton

Serving the Communities of Chadderton, Royton and Oldham

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TRAFFORD
COUNCIL

Cllr Andrew Western
Leader of the Council

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The Leader's Office, Trafford Town Hall
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Telephone 0161 912 4182
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31st October 2019

Dear Carolyn

Thank you for your letter dated 16th September regarding your Council resolution on declaring a Climate Emergency.

I write to fully support Oldham Council's Climate Emergency Declaration and your ambition to become carbon-neutral. Trafford Council has also passed our own Climate Emergency motion and I am happy to see another Greater Manchester authority has followed suit on this issue.

I also support your calls for the government to provide the appropriate powers and financial resources to enable Councils to become carbon-neutral.

Yours sincerely

Councillor Andrew Western
Leader of Trafford Council

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Report to Council

Levy Allocation Methodology Agreement

Portfolio Holder: Councillor A Ur-Rehman, Cabinet Member for Neighbourhood Services

Officer Contact: Carol Brown, Director of Environmental Services

Report Author: Carol Brown, Director of Environmental Services and Anne Ryans, Director of Finance
Ext. 4452

8 January 2020

Reason for Decision

This report is to provide an update on the Levy Allocation Methodology Agreement.

Executive Summary

The Waste Management Levy Allocation Methodology Agreement (LAMA) is a proposed 6-year agreement between the 9 District Authorities subject to the Combined Authority waste disposal arrangements to fairly allocate fixed and variable disposal costs through the levy.

A review of current methodology i.e. the Inter Authority Agreement (IAA) is deemed appropriate following the recent procurement exercise which resulted in a fundamentally revised contract to deliver waste disposal.

Agreement to the methodology is sought partially through the first year of a 7-year contract. There is the option to extend the contract by a further 3 years following a review with the contractor, Suez.

The LAMA, which appears in full in Appendix A, is the proposed method for allocating the Waste and Resources budget between the constituent Districts and replaces, for 2019/20, the current Inter Authority Agreement (IAA).

This revised agreement has been subject to scrutiny by the Overview and Scrutiny Performance and Value for Money (PVFM) Select Committee at its meeting on 7 November 2019 and was considered and agreed by Cabinet on 18 November 2019.

Council must give formal approval to comply with the requirements of the Greater Manchester Combined Authority (GMCA).

Recommendations

That the contents of this report are noted and that the Levy Allocation Methodology Agreement (LAMA) is accepted as the new agreement between the Greater Manchester Combined Authority.

Levy Allocation Methodology Agreement

1 Background

- 1.1 The Waste Management Levy Allocation Methodology Agreement (LAMA) is a 6-year agreement, being made partially through the first year of a 7-year contract. There is the option to extend the contract by 3 years following a review before the 7-year mark with Suez.
- 1.2 The LAMA is the method by which the costs attached to the operating contract for the acceptance, processing and disposal of residual waste, recyclables, pulpables, and green waste etc is dispersed in a fair and transparent way through the annual waste disposal levy.
- 1.3 The LAMA, which appears in full in Appendix A, is the proposed method for allocating the Waste and Resources budget between the nine constituent Districts and will replace, the current Inter Authority Agreement (IAA).

2 Current Position

- 2.1 The LAMA allocates the fixed and variable costs of the budget by waste stream, trade waste, Household Waste Recycling Centres (HWRCs) and GMCA – Waste and Resources’ own costs. Following the award of the contracts to Suez, this now needs to be revised to reflect the new payment mechanism arrangements.
- 2.2 The key changes and reasoning are:

Change	Reason
Introduction of new waste stream for street sweepings	The costs for this can be separately identified within the payment mechanism.
<p>Allocation of costs on the basis of an Apportionment Model which comprises:</p> <p>Fixed element (related to costs which do not vary). These will be allocated to Districts based on adjusted 2017/18 actual tonnages (as before) and will be reviewed and reset for 2022/23 or other such year as unanimously agreed between the parties.</p> <p>Variable costs – which reflects marginal processing cost (except for residual waste)</p>	<p>The allocation of costs split between fixed and variable costs is the same as the original LAMA. However, under the new contracts the actual total variable costs are much lower.</p> <p>The proposal for residual waste is to adopt a ‘last in, first out’ principle whereby the variable cost is broadly equated not to the average cost of residual processing but to the cost of the processing that would be used last. This is going to be the same as the price for Trade Waste.</p> <p>This price is felt to support the overriding savings and environmental aspirations of the GMCA and Districts.</p> <p>This may expose the GMCA to the risk of paying a levy adjustment to Districts for reduced tonnages that will not be matched by reduced costs. If such a risk materialises then future changes to the LAMA may be needed.</p>

	<p>The LAMA Variable Cost may include sums for recovery of any shortfall between levied variable costs and actual variable cost for the prior year.</p> <p>The reset year allows for any changes to deliveries of waste from 2017/18 to be allocated and allowing a different year gives flexibility for any implications from the Defra Waste Strategy.</p>
Split variable rate for paper/card and commingled	The new contracts identify the variable cost of these waste streams separately.
<p>Levy Adjustment:</p> <p>Fix the rate for variations in tonnages at the start of the year and not amend the variable rate to actual cost at the end of the year.</p>	<p>This will allow Districts to monitor their budgets effectively and give greater certainty to cost.</p> <p>GMCA should be able to better manage the risk of changes to costs, e.g. from recycle income, at a central level.</p> <p>As above, this may expose the GMCA to the risk of reimbursing a District for reduced tonnages that will not be matched by reduced costs.</p>
<p>Household Waste Recycling Centres:</p> <p>Maintain at 50% Council Tax Base and 50% Car Ownership (2011 National Statistics census)</p>	A survey of users was conducted as part of the Waste Composition Analysis but was not considered to be any more representative than the current methodology.
<p>Council Tax Base (CTB):</p> <p>Use the prior year CTB</p>	<p>Only small sum allocated by CTB. 50% of HWRC costs = c.£15m</p> <p>This will enable the Waste levy to be set before end of January and stop last minute minor changes</p>
Non-Key Services	This element will be removed as there is no specific charge within the current payment mechanisms.

- 2.3 To enable the budget setting process to take account of the potential waste levy costs agreement was required by each District to the revised allocation mechanism by the 31 December 2019. Due to the General Election and the reorganisation of meetings, the timeframe has been extended to early January (hence consideration at this Council meeting). The proposed 2020/21 levy will then be allocated as per the LAMA.

-
- 2.4 Greater Manchester Chief Officers and Treasurers have discussed and agreed in principle the LAMA. (Appendix A)
- 2.5 Failure of a District to agree to the use of the LAMA principles as a replacement methodology for the current Inter Authority Agreement (IAA) will result in the default application of the IAA principles.
- 3 Conclusion**
- 3.1 The LAMA is the proposed methodology for allocating the Waste and Resources budget between the constituent Districts and replaces the 2018/19 the Inter Authority Agreement.
- 3.2 The key changes and the reasoning for the changes are detailed in section 2.2 of this report.
- 3.3 GM Treasurers and District Waste Chief Officers agree the proposal in principle.
- 4 Preferred Option**
- 4.1 To agree the proposed Levy Allocation Methodology Agreement as given at Appendix A.
- 5 Consultation**
- 5.1 The LAMA has been presented to each of the nine District Councils in order that agreement can be formally reached. In Oldham, the revised agreement has been subject to scrutiny by the Overview and Scrutiny (PVFM) Select Committee at its meeting on 7 November 2019 and was considered and agreed by Cabinet on 18 November 2019.
- 6 Financial Implications**
- 6.1 The LAMA determines the Councils allocation of the waste disposal levy. As the levy for 2019/20 agreed at Budget Council was £18.102m, even a small percentage variation to the allocation would have an impact on the budget of the Council.
- 6.2 A significant amount of work has taken place to produce an agreement that all 9 Councils can consider acceptable with input from Finance teams across Authorities.
- 6.3 The actual value of the Councils levy for 2020/21 will be determined by the overall costs of the GMCA, informed by the level of waste to be processed by each Authority, using the LAMA methodology. The agreement of the revised LAMA will enable a notification of indicative levy figures to inform 2020/21 budget setting.
- 7 Legal Services Comments**
- 7.1 The Levy Allocation Methodology Agreement is a financial model that is used to allocate cost between fixed, variable and GMCA costs in relation to the collection and disposal of GM waste and has been agreed between the relevant Authorities subject to formal approval.
- 7.2 The approval of the Agreement will enable the model to be put in place and provide certainty and clarity in terms of the cost of waste collection and disposal functions. (Colin Brittain)

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	None
12	Key Decision
12.1	Yes
13	Key Decision Reference
13.1	NEI-15-19
14	Background Papers
14.1	See below
15	Appendices
15.1	Appendix A – Waste Management Levy Allocation Methodology Agreement (LAMA)

WASTE MANAGEMENT LEVY ALLOCATION METHODOLOGY AGREEMENT (LAMA)

DATED

2020

- (1) Greater Manchester Combined Authority
- (2) Bolton Borough Council
- (3) Bury Metropolitan Borough Council
- (4) The Council of the City of Manchester
- (5) Oldham Metropolitan Borough Council
- (6) Rochdale Metropolitan Borough Council
- (7) Salford City Council
- (8) Stockport Metropolitan Borough Council
- (9) Tameside Metropolitan Borough Council
- (10) Trafford Borough Council

CONTENTS

<u>1.</u>	<u>DEFINITIONS</u>	5
<u>2.</u>	<u>COMMENCEMENT AND DURATION</u>	9
<u>3.</u>	<u>PARTNERING ETHOS</u>	10
<u>4.</u>	<u>PRINCIPAL OBLIGATIONS OF THE GMCA</u>	10
<u>5.</u>	<u>PRINCIPAL OBLIGATIONS OF THE WCAs</u>	11
<u>6.</u>	<u>WCAs' BEST VALUE DUTY</u>	12
<u>7.</u>	<u>CHANGE TO THE OPERATING CONTRACTS</u>	12
<u>8.</u>	<u>EXIT AND ENTRY ARRANGEMENTS</u>	13
<u>9.</u>	<u>NO WORSE/NO BETTER</u>	13
<u>10.</u>	<u>FREEDOM OF INFORMATION</u>	14
<u>11.</u>	<u>PRIVITY</u>	14
<u>12.</u>	<u>NO AGENCY</u>	14
<u>13.</u>	<u>NO PARTNERSHIP</u>	14
<u>14.</u>	<u>ENTIRE AGREEMENT</u>	15
<u>15.</u>	<u>LAW OF THE CONTRACT AND JURISDICTION</u>	15

Schedules

1.	Levy Allocation to WCA Mechanism	16
2.	Change Control Procedures	19

**THIS LEVY ALLOCATION METHODOLOGY AGREEMENT (LAMA) IS MADE ON
... JANUARY 2020**

BETWEEN

- (1) Greater Manchester Combined Authority of 1st Floor, Churchgate House, 56 Oxford Street, Manchester, M1 6EU (“the GMCA”);
- (2) Bolton Borough Council of Town Hall, Victoria Square, Bolton, BL1 1RU;
- (3) Bury Metropolitan Borough Council of Town Hall, Knowsley Street, Bury, BL9 0SW;
- (4) The Council of the City of Manchester, PO Box 532, of Town Hall, Albert Square, Manchester, M60 2LA;
- (5) Oldham Borough Council of Civic Centre, West Street, Oldham, OL1 1UG;
- (6) Rochdale Metropolitan Borough Council of Rochdale OL16 1LQ Number One Riverside, Smith Street, Rochdale, OL16 1XU
- (7) Salford City Council of Civic Centre, Chorley Road, Swinton, Salford, M27 5DA;
- (8) Stockport Metropolitan Borough Council of Town Hall, Edward Street, Stockport, SK1 3XE
- (9) Tameside Metropolitan Borough Council of Tameside One, PO Box 317, Ashton-under-Lyne, OL6 0GS
- (10) Trafford Borough Council of Trafford Town Hall, Talbot Road, Stretford, Manchester, M32 0TH;

EACH (other than the GMCA) being a Waste Collection Authority and which are (other than the GMCA) collectively referred to as “the WCAs”.

RECITALS

- (A) The GMCA is a Waste Disposal Authority (WDA) and has a statutory duty to dispose of waste.
- (B) The WCAs have a statutory duty to collect waste and deliver it to the GMCA.
- (C) The LAMA is designed to support delivery of the GMCA's Waste Management Strategy, and to promote recycling and diversion from landfill in a way that maximises financial and environmental benefits. Policy on waste management is currently being reviewed at a national level, and as such whilst the LAMA is intended to reflect an expected increase in the levels of recycling performance and diversion from landfill that will be required, it will need to be reviewed over its term to ensure it reflects final policy decisions.
- (D) The Joint Waste Disposal Authorities (Levies) (England) Regulations 2006 established the GMCA's power to issue levies on its constituent councils (the WCAs) to meet all liabilities falling to be discharged by the GMCA.
- (E) The GMCA has entered into Operating Contracts for the disposal of residual waste and treatment of recyclates, pulpables and green waste (amongst other things). The WCAs have agreed, subject to the terms of this LAMA, to support the GMCA in fulfilling its responsibilities under these arrangements, which includes a commitment to deliver recyclable material to the Operating Contracts.
- (F) For the first 6 years of the LAMA the GMCA is managing contracts which cover: -
- Lot 1 – known as the “Waste and Resource Management Services” (WRMS).
 - Lot 2 – known as the “Household Waste Recycling Centre Management Services” (HWRCMS); and the
 - Residual Value Contract (RVC).

1. DEFINITIONS

1.1 In this Agreement, unless the context otherwise requires terms with an initial capital shall have the meanings set out below.

“Administrative Area”	The administrative area(s) of the Parties at the date of this Agreement
“Agreement”	This agreement and the Schedules hereto
“Best Value”	The obligation continuously to improve both the quality and cost of the collection of Residual Waste and Recycling pursuant to the provision of the Local Government Act 1999
“Best Value Duty”	The duty of continuous improvement in relation to, inter alia, the collection of Residual Waste and Recycling imposed on WCAs by Section 3 (1) of the Local Government Act 1999
“Bulky Waste”	WCA collected waste that by its nature will not fit in the usual residual waste receptacles (such as large items of furniture etc.), often referred to as Bulky Waste
“Change”	Any change agreed in accordance with clauses 6 (WCA Best Value) or 7 (Change) and Schedule 2 (Change Control Procedures)
“Change in Law”	The coming into effect, after the date of this Agreement, of:- <ul style="list-style-type: none">(a) Legislation, other than any Legislation which on the date of this Agreement has been published<ul style="list-style-type: none">(i) in a draft Bill as part of a Government Departmental Consultation Paper;(ii) in a Bill;(iii) in a draft statutory instrument;(iv) as a proposal in the official Journal of the European Union;(b) any Guidance; or(c) any applicable judgement of a relevant court of law which establishes or changes a binding precedent
“Commencement Date”	1 st April 2020
“Commingled Waste”	Dry recycling that is usually collected as mixed materials by WCAs; initially comprising cans, plastic bottles, and glass
“Delivery Points”	The delivery points for waste to be deposited by type to be agreed by the WCAs on an annual basis or such other delivery points as the Parties shall agree.

“Exceptional Circumstances”

A decision to be made by the GMCA Treasurer to exercise his/her discretion in circumstances that are outside the direct decision making control of the WCAs under which Recycling Minimum Performance Level is triggered.

The following issues are agreed as constituting the initial list of exceptional circumstances: -

1. Waste Reduction – If waste is taken out of the system, (for example pushed up the waste hierarchy and therefore doesn't need collecting), an adjustment in the calculation of what triggers the 1% will need to be made. In considering the actions that have led to the waste reduction, investment in waste reduction initiatives will be recognised as a mitigating factor.
2. Carve out for national changes e.g. UK Waste and Resources Strategy and any change impact for which a baseline recalculation for all is needed
3. The impact of unplanned disruption to service

In these Exceptional Circumstances the GMCA Treasurer, after full consultation with the Chair of the Waste Chief Officers Group (SOG), shall apply a tonnage adjustment rate that is at the LAM Variable costs, rather than also applying the fixed cost rate

“Expiry Date”

Subject to any earlier termination of this Agreement the expiry date shall be 31st March 2029, and “Expiry” shall be construed accordingly

“Facility”

Each and any facility for the reception of Waste from WCAs including the Delivery Points provided and/or operated or to be provided under the Operating Contracts with all supporting infrastructure and equipment

“GMCA”

Greater Manchester Combined Authority

“HWRC”

Household Waste Recycling Centre

“LAM fixed costs”

The LAM model costs which are not expected to vary by volumes of tonnages processed, and are by definition mostly fixed by their nature eg NNDR, pensions, lifecycle costs, RVC contract costs, fixed cost elements of the Operating Contracts.

“LAM variable costs”

The LAM model costs which are broadly expected to vary by volumes of tonnages processed.

“Legislation”

Any Act of Parliament or subordinate legislation within the meaning of Section 21(1) of the Interpretation Act 1978, any exercise of the Royal Prerogative, and any enforceable community right within the meaning of Section 2 of the European Communities Act 1972, in each case in the United Kingdom

“Levy”	The charge to the WCAs in accordance with Schedule 1
“Levy Allocation Model (LAM)”	A financial model that is used to allocate cost between fixed, variable and GMCA own costs as set out Schedule 1
“Levy Requirement”	The annual budget requirement, less any contributions for reserves, that the GMCA needs to raise from WCAs by the Levy to produce a balanced budget.
“Operating Contracts”	Two operating contracts let 1 st June 2019 comprising: - <ul style="list-style-type: none"> • Lot 1 – known as the “Waste and Resource Management Services” (WRMS). • Lot 2 – known as the “Household Waste Recycling Centre management services” (HWRCMS).
“Parties”	The GMCA and the WCAs, and “Party” shall mean any of them
“Partnering Ethos”	The aspirational aims set out at clause 3.2
“Performance Deductions”	As defined in the Operating Contracts
“Performance Standards”	The criteria set out in the Operating Contracts as agreed or amended from time-to-time
“Planned Maintenance”	Planned maintenance by Operating Contractors at any of the Delivery Points
“Recyclable Materials”	Any materials collected separately or otherwise separated from Residual Waste for the purposes of Recycling (and including materials collected and delivered commingled), including the materials listed below: <ul style="list-style-type: none"> (a) paper and cardboard; (b) plastics; (c) ferrous and non-ferrous metals; (d) glass; (e) organic kitchen and garden waste; and (f) street sweepings (if delivered and treated separately) <p>or such other materials as shall be agreed in writing between the Parties from time-to-time</p>
“Recycle”	The delivery of Recyclable Materials for reprocessing (as evidenced by a defined audit trail) but excluding energy recovery or beneficial use for inclusion in a reprocessing process, and the terms “Recycling” and “Recycled” shall be interpreted accordingly
“Recyclate Performance Adjustment”	The adjustment that is carried out if performance falls below the Recyclate Minimum Performance level. <p>The adjustment applied is calculated as: -</p>

- a) expected total Recycling tonnes arisings as per 2017/18 actuals (total Recycling (calculated as dc+dp+dg+ds) less 1%)

minus

- b) actual total Recycling tonnes arisings in year

equals

- c) additional tonnes of waste to be charged

Total extra charge (additional sum) to be calculated by:-

- i. additional tonnes of waste (from c. above),

multiplied by

- ii. LAMA Fixed Costs per tonne for Residual Waste

“Recyclate Base Performance level (RBP)”

This is the actual level of recycling achieved in 2017/18 at an individual WCA level expressed as a percentage of total waste arisings less trade waste, as set out in the formula below: -

$$\text{WCA RBP} = \frac{\text{dg+dc+dp+ds}}{\text{dw-dt}}$$

where;

dg = WCA food and garden waste tonnes

dc = WCA commingled recycling tonnes

dp = WCA pulpables tonnes

ds = WCA street sweepings tonnes (delivered and treated separately)

dw = WCA total waste arisings tonnes

dt = WCA trade waste

“Recyclate Minimum Performance level”

This is the level by which recycling levels can reduce, below which the Recyclate Performance Adjustment is applied.

It is expressed as shown in the formula below:

$$\text{RBP} - 1\%$$

“Residual Waste”

All Waste delivered to the GMCA that is not Recyclable Material, or Trade Waste

“RVC”

The Residual Value Contract entered into by the GMCA and Thermal Power Station (Runcorn) Limited (TPSCo) for the end disposal in a combined heat and power plant by thermal means of the refuse derived fuel produced from residual waste.

“Service Delivery Plans”	The plans in the Operating Contracts which set out how the Residual Waste and Recycling services and certain of the standards to which the services must be performed in respect of the relevant Facilities
SOG	Waste Chief Officers Group composed of GMCA Waste and Resources team officers and WCA Waste Chief Officers, chaired by a WCA representative.
“Trade Waste”	Waste of similar composition to Residual Waste which is collected from commercial and office premises for or by the WCAs and is treated in accordance with Schedule 1, para. 6
“Unavailable/Un-availability”	That a Delivery Point is for a period of time or permanently unavailable for the reception of Residual Waste and Recycling, as further defined in the Operating Contracts
“Waste”	The types of waste described in WCA Forecast to be delivered by the WCAs to the GMCA pursuant to this Agreement and other provisions relating thereto
“WCA Forecast”	The forecast, made by each WCA, of all Waste arising, for a five year forward period that takes account of expected increase in housing and population. WCA Forecasts shall be updated annually as follows: <ul style="list-style-type: none"> • Each WCA will prepare at least two forecasts annually, which will be subject to scrutiny by the GMCA. Those forecasts will be required each year in: - • Mid-September – to complement the initial budget forecast and inform the initial allocation of levy at WCA level; and • Early November – which will be used as the basis of setting the annual Levy at a WCA level <p>The GMCA Treasurer and Executive Director, Waste & Resources will notify final dates in August each year, after consulting with the SOG.</p>
“WCA Operations”	The methods of operation from time-to-time of each WCA in collecting and delivering its Waste to Delivery Points
“WDA”	The Greater Manchester Combined Authority in its statutory capacity as a Waste Disposal Authority.

2. COMMENCEMENT AND DURATION

This Agreement will commence on the Commencement Date and continue in full force and effect until the earlier of:-

2.1 the Expiry Date; or

- 2.2 earlier if all of the WCAs and the GMCA agree to amend or terminate this Agreement.

3. PARTNERING ETHOS

- 3.1 The Parties will work in good faith and in accordance with the Partnering Ethos.
- 3.2 Partnering Ethos shall mean that each party shall:-
- 3.2.1 act reasonably and co-operatively with the other Parties;
- 3.2.2 provide information to each other which they consider (acting reasonably) to be relevant relating to waste collection and waste disposal;
- 3.2.3 use reasonable endeavours to mitigate any losses arising from a Party's failure under this Agreement and to reduce the detrimental impact on the other Parties (or the council tax payers of any one of them) of any failure to carry out its obligations under this Agreement;
- 3.2.4 use reasonable endeavours working together and in co-operation with the Operating Contractors, to minimise waste, to educate the public and the commercial sector about recycling schemes and why their participation in these schemes is crucial, and to ensure that as much Waste as possible is (in order of priority) reduced, re-used, recycled or recovered; and
- 3.2.5 without prejudice to the express rights, remedies and obligations of the WCAs under this Agreement and Legislation the WCAs shall (using reasonable endeavours) not knowingly do anything under their reasonable control which would put the GMCA in material breach of the Operating Contracts.

4. PRINCIPAL OBLIGATIONS OF THE GMCA

- 4.1 The GMCA will discharge its statutory duties and contractual obligations to the WCAs (to receive and dispose of Waste at the Delivery Points) through the Operating Contracts referred to in the Recitals.
- 4.2 The GMCA will apportion the costs incurred in relation to these obligations pursuant to Schedule 1 (Levy Allocation to WCAs Methodology).

- 4.3 Where an act or omission of the GMCA or any relevant Contractor of the GMCA, including a failure of the Operating Contractors to achieve any of the Performance Standards, causes any loss to one or more WCAs, the GMCA will use its best endeavours to pursue any appropriate remedies available to it including the recovery of Performance Deductions under the Operating Contracts referred to in the Recitals and pay such monies to the affected WCA. Where more than one WCA has suffered the same performance failure the payment of any compensation or the Performance Deduction shall be shared between the affected WCAs pro-rata based upon the amount of losses incurred by each WCA arising out of the performance failure. The payment shall be made to WCAs by the GMCA through the LAMA as part of the year end adjustment.
- 4.4 Any money compensation obtained or payable by the GMCA pursuant to clause 4.3 will be returned to the WCAs in appropriate proportions through the LAM.
- 4.5 Subject to clauses 4.7 the GMCA will use its reasonable endeavours to notify a WCA of any changes within the Operating Contracts set out in the Recitals which might be of relevance to it or affect its obligations flowing from that contract or this Agreement.
- 4.6 The GMCA shall use its reasonable endeavours to ensure that the Operating Contractors achieve the Performance Standards and shall ensure that each WCA is made aware of the Performance Standards and of the current Service Delivery Plans and, where relevant, is consulted about them.
- 4.7 The GMCA has agreed the basis for the contractual arrangements with the Operating Contractors and the WCAs and shall use its best endeavours to ensure that any material change to the Operating Contracts shall be agreed with the WCAs in advance and shall use its best endeavours to mitigate any impact on the WCAs.

5. PRINCIPAL OBLIGATIONS OF THE WCAs

- 5.1 Without prejudice to clauses 6 (WCA Best Value) and 7 (Change to the VC and the Replacement Operating Contracts), each WCA will deliver or cause to be delivered to the Delivery Points for that WCA all Waste as agreed in advance with GMCA.
- 5.2 If any act or omission of a WCA causes loss to the GMCA (including, without limitation, through entitling the Operating Contractors of the GMCA to increase its charges or seek any other remedy from the GMCA) or to any other WCA, then that WCA will bear the cost of the relevant losses, so that they do not fall equally, through the LAM, on those WCAs which were not at fault.

- 5.3 The WCAs will pay the GMCA for the waste disposal services it provides to the WCAs pursuant to the Levy Regulations as defined in Schedule 1 in accordance with the principles set out in Schedule 1 (Levy Allocation to WCAs Methodology).
- 5.4 Each WCA shall, in preparing the WCA Forecast for its Administrative Area, take account of the impact of population and housing growth on waste arisings and composition. The GMCA will act as a 'critical friend' to challenge the WCA Forecasts produced, and seek explanations that it deems appropriate. Comments by the GMCA will be given due consideration by the WCA and if no changes are proposed the WCA will be required to supply a written explanation of why changes have not been made to the WCA Forecast. The WCA Forecast shall be provided annually and will cover a 5-year rolling period, or other shorter period as the GMCA deems appropriate.
- 5.5 Nothing contained in this Agreement and no consent or approval given by any party to this Agreement shall prejudice, restrict, interfere with or otherwise affect, any of the statutory or other rights powers or obligations and duties for the time being vested in that party, or the performance by that party of any such obligations or duties, or the means by which that party shall, in its absolute discretion, exercise its respective rights or powers, or fulfil or discharge any such obligations or duties.

6. WCAs' BEST VALUE DUTY

- 6.1 The GMCA acknowledges that WCAs are subject to the Best Value Duty and it agrees to assist WCAs in discharging the Best Value Duty in relation to the continuous improvement in the delivery of their waste collection services.
- 6.2 The GMCA shall comply with requests for information, data or other assistance made by WCAs in pursuance of the Best Value Duty.

7. CHANGE TO THE OPERATING CONTRACTS

- 7.1 WCAs may request a change to the Operating Contracts in accordance with the provisions of Schedule 2 (Change Control Procedures).

8. EXIT AND ENTRY ARRANGEMENTS

8.1 Expiry and Termination

8.1.1 Not before 1st April 2025 the Parties shall meet to discuss and, all acting reasonably and in good faith, determine the arrangements for the disposal of waste after the expiry of the Replacement Operating Contracts.

8.2 New Entrant

8.2.1 If at any time during the term of this Agreement, any third party wishes to utilise any part of the Operating Contracts, the Parties will meet to discuss and, acting reasonably and in good faith, determine whether agreement should be given to that third party utilising the Operating Contracts and, if so, the terms of that agreement with the intention that the WCAs are in no worse position as a result of the third party's use, and that such third party is not put in any better position than the WCAs.

9. NO WORSE/NO BETTER

9.1 Any reference in clause 8 to leaving the WCAs in a "no worse position" shall be construed by reference to the WCAs:-

9.1.1 rights, duties and liabilities under or arising pursuant to performance of this Agreement; and

9.1.2 their ability to perform their obligations and exercise their rights under this Agreement, so as to ensure that:

9.1.3 each WCA is left in a position which is no worse in relation to its financial position under this Agreement and its operating methods for the collection and delivery of Waste had the third party not utilised the Operating Contracts; and

9.1.4 the ability of the WCAs to comply with this Agreement is not adversely affected as a consequence of that utilisation.

9.2 Any reference in clause 8 to putting the third party in "any better position than the WCAs" shall be construed by reference to the WCAs' rights and financial position under this Agreement.

10. FREEDOM OF INFORMATION

- 10.1 Each Party acknowledges that each of the other Parties is subject to the requirements of the Freedom of Information Act 2000, the Environmental Information Regulations 2004 and the General Data Protection Regulation Data Protection Act 2018 and shall assist and cooperate with the other Parties to comply with these information disclosure requirements.

11. PRIVACY

- 11.1 No term of this Agreement is enforceable under the Contracts (Rights of Third Parties) Act 1999 by a person who is not a party to this Agreement.

12. NO AGENCY

- 12.1 None of the parties shall hold itself out as being the servant or agent of any other Party, otherwise than in circumstances expressly permitted by this Agreement.
- 12.2 None of the parties shall hold itself out as being authorised to enter into any contract on behalf of any other Party or in any other way to bind any other Party to the performance, variation, release or discharge of any obligation.
- 12.3 No WCA shall in any circumstances hold itself out as having the power to make, vary, discharge or waive any bye-law or any regulation of any kind relating to the disposal of Waste.

13. NO PARTNERSHIP

- 13.1 Nothing in this Agreement is intended to, or shall operate to create, a partnership as defined by the Partnership Act 1890 or joint venture of any kind between the Parties or any of them, or to authorise any Party to act as agent for any other, and no Party shall have the GMCA to act in the name or on behalf of or otherwise to bind any other in any way (including but not limited to the making of any representation or warranty, the assumption of any obligation or liability and the exercise of any right or power).

14. ENTIRE AGREEMENT

14.1 Except where expressly provided in this Agreement, this Agreement constitutes the entire agreement between the Parties in connection with its subject matter and supersedes all prior representations, communications, negotiations and understandings concerning the subject matter of this Agreement.

14.2 Each of the Parties acknowledges that:-

14.2.1 it does not enter into this Agreement on the basis of and does not rely, and has never relied, upon any statement or representation (whether negligent or innocent) or warranty or other provision (in any case whether oral, written, express or implied) made and agreed to by any person (whether a party to this Agreement or not) except those expressly repeated or referred to in this Agreement and the only remedy or remedies available in respect of any misrepresentation or untrue statement made to it shall be any remedy available under this Agreement; and

14.2.2 this clause 14 shall not apply to any statement, representation or warranty made fraudulently, or to any provision of this Agreement which was induced by fraud, for which the remedies available shall be all those available under the law governing this Agreement.

15. LAW OF THE CONTRACT AND JURISDICTION

15.1 This Agreement shall be governed by the laws of England and Wales and the Parties submit to the exclusive jurisdiction of the courts of England and Wales.

Schedule 1
LEVY ALLOCATION METHODOLOGY

1. Payment by the WCAs to the GMCA for the waste disposal services received, and apportionment of the Levy under the Joint Waste Disposal Authorities (Levies) (England) Regulations 2006 (“the Levy Regulations”) will be established in accordance with the principles set out in this Schedule 1. Therefore, the levy allocation mechanism set out in this Schedule represents an agreed basis for apportioning the Levy under Regulation 4 (1) (a) of the Levy Regulations.

2. Under the Operating Contracts the GMCA waste costs comprise:
 - a) A Fixed Cost element;
 - b) A Variable Cost element. The variable element is directly linked to the expected tonnages processed via the Facilities, as set out in the WCA Forecast; and
 - c) The GMCA’s own direct costs.

Collectively these costs will be used to determine annual budget requirements, which after application of any reserves, generates a Levy Requirement.

3. The following table sets out the key design characteristics, and reasons for their inclusion used in apportioning the Levy.

Key design characteristics	Reasons for their inclusion
A. WCA Collected Waste	
1. Retain a waste stream approach, based upon:- <ol style="list-style-type: none"> i. Commingled ii. Pulpables; iii. Organics (Food and Garden); iv. Trade Waste: v. Residual Waste; and vi. Street Sweepings (if delivered and treated separately) 2. Allocate costs on the basis of a Levy Apportionment Model (LAM) which comprises:-	Reflects current WCA collection working practices and ensures costs/environmental benefits from improvements are retained.

	<p>i. LAM Fixed Costs element. These will be allocated to WCAs based on adjusted¹ 2017/18 actual tonnages, and will be reviewed and reset for the 2022/23 financial year or other such year as may be agreed unanimously between the parties.</p> <p>ii. LAM Variable Costs Allocated to WCAs based on forecast tonnages for the year</p> <p>3. For WCAs whose recycling falls below the Recycling Minimum Performance Level (RBP -1%) they will be required to make an additional levy contribution calculated by:</p> <p>i. expected total Recycling tonnes arisings as per 2017/18 actuals (total Recycling calculated as dc+dp+dg+ds)</p> <p>ii. less 1%</p> <p>iii. minus actual total Recycling tonnes arisings in year</p> <p>iv. equals additional tonnes of waste to be charged</p> <p>v. cost allocation additional sum is additional tonnes of waste multiplied by LAM Fixed Costs per tonne for Residual Waste</p> <p>4. Common assumptions to be used in tonnage estimates, as per schedule 1.</p>	<p>Ensures that one WCA can't adversely impact others by reducing its recycling performance.</p> <p>In case of Exceptional Circumstances this additional levy contribution can be over-ridden by the GMCA Treasurer.</p> <p>Ensures that all future year increases are based upon common factors and also ensure re-procurement facilities/capacity are correctly sized.</p>
B. Household Waste Recycling Centres		
	<p>Cost allocation to be based upon:</p> <p>i. 50% Council Tax Base (Band D equivalent) from prior year</p> <p>ii. 50% Car Ownership (2011 Office of National Statistics census)</p>	<p>Cost allocation factors to be reviewed and amended, as needed, for future years LAM.</p>

¹ An adjustment may be made to Salford City and Trafford Council figures (only) to reflect the part year impact of reduced waste capacity roll out and potential impact of charging for Garden Waste (respectively). The basis for the adjustments will be documented and shared with all WCAs and be used as a possible precedent for future changes (e.g. the adoption by another WCA of green waste charging)

	C: <u>GMCA Own costs</u> – including direct costs (such as salaries/running costs and legacy financing costs)	
	Equal share to each WCA	Costs don't vary much by activity, and are thus linked to an 11.1% each WCA allocation basis.

4. As soon as practical after the year end an adjustment will be determined by the GMCA to vary WCA Levy allocations to reflect variations actual tonnages delivered (compared to WCA Forecasts).
5. As part of the annual budget and levy process the GMCA will determine and publish the LAM Variable Cost rates which will be made available to the WCA Treasurers. Given the commercial sensitivity of that information it will not be published in an open format, but will be part of the closed budget and levy report, which will be provided on or before the Statutory latest Levy fixing date of 15th February prior to the commencement of each financial year. The LAM Variable Cost may include sums for recovery of any shortfall between levied variable costs and actual variable cost for the prior year.
6. For the WCA declarations for Trade Waste (offices, shops, traders etc.) the GMCA will set an annual rate per tonne in accordance with the 2013/14 rate inflated in accordance with the RPIx. An adjustment to the Trade Waste element of the Levy will be carried out as part of the financial year end reconciliation process and any difference between actual WCA tonnages and WCA Forecasts will be made at the pre-agreed per tonne rate.
7. A review of the basis for Trade Waste will be carried out in each year of the term of the LAMA. WCAs accept that if growth in residual waste exceeds the capacity in the facilities, alternative delivery points may need to be found for trade waste including outside the Operating Contracts.

Schedule 2

Change Control Procedures

- A. Change to the Operating Contracts and WCA Operations from the operations set out in the agreed Service Delivery Plan will be governed by the procedures set out in this Schedule 2

1. Principles

- 1.1 Where a WCA sees a need for a change to the services provided under the Operating Contracts affecting a WCA then a WCA may at any time request a change in accordance with the procedure set out in paragraph 2 below.
- 1.2 The GMCA shall not unreasonably withhold its agreement to any change.
- 1.3 The obligations of the Parties shall not be effected until a Change Control Note has been signed by the relevant WCA and sent to the GMCA.

2. Procedure

- 2.1 The WCA and the GMCA shall discuss changes proposed by the WCA and such discussion shall result in:
 - 2.1.1 a decision not to proceed further; or
 - 2.1.2 a written request for a change by the WCA.
- 2.2 Each Change Control Note shall contain details of the change including, where applicable:
 - 2.2.1 the title of the change;
 - 2.2.2 the originator and the date of the request or recommendation for the change;
 - 2.2.3 the reason for the change;
 - 2.2.4 full details of the change including any specifications;

- 2.2.5 a timetable for implementation, together with any proposals for acceptance of the change;
 - 2.2.6 the impact, if any, of the change on other aspects of the Operating Contracts;
 - 2.2.7 the date of expiry of validity of the Change Control Note; and
 - 2.2.8 provision for signature by the WCA/GMCA if the change is agreed.
- 2.3 For each Change Control Note submitted to the GMCA, the GMCA shall, within twenty working days from receipt of the Change Control Note, evaluate the Change Control Note and notify the relevant WCA whether the GMCA (acting reasonably) agrees to the change.
- 2.4 A Change Control Note signed by both Parties shall constitute a variation to this Agreement.

B. Amendment to the Agreement

No amendment to or modification of this Agreement (other than an amendment under paragraph A of this Schedule) shall be valid or binding on any Party unless it is made in writing, refers expressly to this Agreement and is unanimously agreed by all of the Parties.



Report to Council

Treasury Management Mid-Year Review Report 2019

Portfolio Holder: Cllr Abdul Jabbar MBE, Deputy Leader and Cabinet Member for Finance and Corporate Services

Officer Contact: Anne Ryans, Director of Finance

Report Author: Lee Walsh, Finance Manager (Capital & Treasury)
Ext. 6608

8 January 2020

Reason for Decision

The report advises Council of the performance of the Treasury Management function of the Council for the first half of 2019/20, and provides a comparison of performance against the 2019/20 Treasury Management Strategy and Prudential Indicators.

Executive Summary

The Council is required to consider the performance of the Treasury Management function in order to comply with the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management (revised 2017). This report therefore sets out the key Treasury Management issues for Members' information and review and outlines:

- An economic update for the first six months of 2019/20;
- A review of the Treasury Management Strategy Statement and Annual Investment Strategy;
- The Council's capital expenditure, as set out in the Capital Strategy, and prudential indicators);
- A review of the Council's investment portfolio for 2019/20;
- A review of the Council's borrowing strategy for 2019/20;
- Why there has been no debt rescheduling undertaken during 2019/20;
- A review of compliance with Treasury and Prudential Limits for 2019/20.

The mid-year 2019 treasury management position was scrutinised by the Audit Committee at its meeting on 14 November and considered by Cabinet at its meeting on 18 November 2019. Both the Audit Committee and Cabinet were content to commend the mid-year review report to Council for approval.

Recommendations

That Council approves the:

- a) Treasury Management activity for the first half of the financial year 2019/20 and the projected outturn position
- b) Amendments to both Authorised Limit and Operational Boundary for external debt asset out in the table at Section 2.4.5 of the report.
- c) Amendments to the Capital Financing Requirement (CFR) as set out in the table at section 2.4.5
- d) Addition to the Treasury Management Strategy 2019/20 with regards to specified investments as presented at Appendix 3.

Treasury Management Strategy Mid-Year Review Report 2019/20**1 Background**

- 1.1 The Council operates a balanced budget, which broadly means cash raised during the year will meet its cash expenditure. Part of the treasury management operations is to ensure this cash flow is adequately planned, with surplus monies being invested with low risk counterparties, providing adequate liquidity initially before considering optimising investment return.
- 1.2 The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer term cash flow planning to ensure the Council can meet its capital spending operations. This management of longer term cash may involve arranging long or short term loans, or using longer term cash flow surpluses, and on occasion any debt previously drawn may be restructured to meet Council risk or cost objectives.
- 1.3 As a consequence treasury management is defined as:
- “The management of the local authority's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”
- 1.4 In December 2017, the Chartered Institute of Public Finance and Accountancy, (CIPFA), issued revised Prudential and Treasury Management Codes. Within these new codes as from 2019/20, all local authorities have been required to prepare a Capital Strategy which is to provide the following:
- a) a high-level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services;
 - b) an overview of how the associated risk is managed;
 - c) the implications for future financial sustainability.

The Council has traditionally prepared a Capital Strategy, but the requirements of the Prudential and Treasury Management Codes required a revised format and content to ensure alignment with both Codes. A report incorporating the new requirements was presented to the 2019/20 Budget Cabinet and Budget Council meetings.

2 Current Position**2.1 Requirements of the Treasury Management Code of Practice**

- 2.1.1 Treasury Management reports must be prepared in accordance with the requirements of the CIPFA Code of Practice on Treasury Management (revised 2017).
- 2.1.2 The primary requirements of the Code are as follows:
- a) Creation and maintenance of a Treasury Management Policy Statement which sets out the policies and objectives of the Council's treasury management activities.
 - b) Creation and maintenance of Treasury Management Practices which set out the manner in which the Council will seek to achieve those policies and objectives.

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- c) Receipt by the full Council of an annual Treasury Management Strategy Statement including the Annual Investment Strategy and Minimum Revenue Provision Policy for the year ahead, a **Mid-year Review Report** (this report) and an Annual Report (stewardship report) covering activities during the previous year.
 - d) Delegation by the Council of responsibilities for implementing and monitoring treasury management policies and practices and for the execution and administration of treasury management decisions. In Oldham, this responsibility is delegated to the Director of Finance.
 - e) Delegation by the Council of the role of scrutiny of treasury management strategy and policies to a specific named body. In Oldham, the delegated body is the Audit Committee.

2.1.3 This mid-year report has been prepared in compliance with CIPFA's Code of Practice, and covers the following:

- An economic update for the first six months of 2019/20;
- A review of the Treasury Management Strategy Statement and Annual Investment Strategy;
- The Council's capital expenditure, as set out in the Capital Strategy and prudential indicators;
- A review of the Council's investment portfolio for 2019/20;
- A review of the Council's borrowing strategy for 2019/20;
- Why there has been no debt rescheduling undertaken during 2019/20;
- A review of the compliance with Treasury and Prudential Limits for 2019/20;

2.2 Economic Performance for the First Six Months of the Financial Year

The United Kingdom (UK)

- 2.2.1 This first half year was a time of upheaval on the political front as Theresa May resigned as Prime Minister to be replaced by Boris Johnson on a platform of the UK leaving the EU on 31 October, with or without a deal. However, MP's blocked leaving on that date and the EU have agreed an extension to 31 January 2020. In addition, a General Election took place on 12 December 2019, returning a Conservative Government with a clear majority.
- 2.2.2 Given these circumstances, and now that Brexit is expected to move forward at speed, when Parliament fully approves the Withdrawal Bill, it is possible that growth could recover relatively quickly.
- 2.2.3 The Monetary Policy Committee (MPC) could then need to address the issue of whether to raise Bank Rate when there is very little slack left in the labour market; this could cause wage inflation to accelerate which would then feed through into general inflation.
- 2.2.4 However, with Bank Rate at 0.75%, it has relatively little room to make a big impact and the MPC would probably suggest that it would be up to the Chancellor to provide help to support growth by way of a fiscal boost by e.g. tax cuts, increases in the annual expenditure budgets of government departments and services and expenditure on infrastructure projects, to boost the economy.
- 2.2.5 The first half of 2019/20 has seen UK economic growth fall as Brexit uncertainty took its toll. In its Inflation Report of 1 August, the Bank of England was notably downbeat about the outlook for both the UK and major world economies.
- 2.2.6 The MPC meeting of 19 September re-emphasised concern about the downturn in world growth and expressed concern that the prolonged Brexit uncertainty would contribute to a build-up of spare capacity in the UK economy, especially in the context of a downturn in world growth.

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- 2.2.7 This mirrored investor concerns around the world which are now expecting a significant downturn or possibly even a recession in some major developed economies. It was therefore no surprise that the MPC left Bank Rate unchanged at 0.75% throughout 2019, so far, and is expected to hold off on changes until there is some clarity on what is going to happen over Brexit.
- 2.2.8 It is however worth noting that the new Prime Minister has made some significant promises on various spending commitments and a relaxation in the austerity programme. This will provide some support to the economy and, conversely, take some pressure off the MPC to cut Bank Rate to support growth.
- 2.2.9 As for inflation itself, CPI has been hovering around the Bank of England's target of 2% during 2019 but fell to 1.7% in August and September. It is likely to remain close to 2% over the next two years and so it does not pose any immediate concern to the MPC at the current time.
- 2.2.10 With regard to the labour market, despite the contraction in quarterly GDP growth of -0.2% quarter/quarter (q/q), (+1.3% year/year (y/y)), in quarter 2, employment continued to rise, but at only a muted rate of 31,000 in the three months to July after having risen by no less than 115,000 in quarter 2 itself: the latter figure, in particular, suggests that businesses are preparing to expand output and suggests there could be a return to positive growth in quarter 3.
- 2.2.11 Unemployment continued at a 44 year low of 3.8% on the Independent Labour Organisation measure in July and the participation rate of 76.1% achieved a new all-time high. Job vacancies fell for a seventh consecutive month after having previously hit record levels. However, with unemployment continuing to fall, employers will still be having difficulty filling job vacancies with suitable staff.
- 2.2.12 It was therefore unsurprising that wage inflation picked up to a high point of 3.9% in June before easing back slightly to 3.8% in July, (3 month average regular pay, excluding bonuses). This meant that in real terms, (i.e. wage rates higher than CPI inflation), earnings grew by about 2.1%.
- 2.2.13 As the UK economy is very much services sector driven, an increase in household spending power is likely to feed through into providing some support to the overall rate of economic growth in the coming months.
- 2.2.14 The latest Gross Domestic Products (GDP) statistics also included a revision of the savings ratio from 4.1% to 6.4% which provides reassurance that consumers' balance sheets are not over stretched and so will be able to support growth going forward.
- 2.2.15 This would then mean that the MPC will need to consider carefully at what point to take action to raise Bank Rate to align to an agreed Brexit deal, as the recent pick-up in wage costs is consistent with a rise in core services inflation to more than 4% in 2020.
- 2.2.16 In the political arena, depending on the speed of the implementation of Government policy, it could result in a potential loosening of monetary policy and therefore medium to longer dated gilt yields could rise on the expectation of a weak pound and concerns around inflation picking up although, conversely, a weak international backdrop could provide further support for low yielding government bonds and gilts.

United States of America (USA)

- 2.2.17 President Trump's massive easing of fiscal policy in 2018 fuelled a temporary boost in consumption in that year which generated an upturn in the rate of strong growth to 2.9% y/y. Growth in 2019 has been falling back after a strong start in quarter 1 at 3.1%, (annualised rate), to 2.0% in quarter 2, and is expected to fall further in Quarter 3.
- 2.2.18 The strong growth in employment numbers during 2018 has reversed into a falling trend during 2019, indicating that the economy is cooling, while inflationary pressures are also weakening. The Fed finished its series of increases in interest rates to 2.25 – 2.50% in December 2018.
- 2.2.19 In July 2019, it cut rates by 0.25% as a 'midterm adjustment' but flagged up that this was not to be seen as the start of a series of cuts to ward off a downturn in growth. It also ended its programme of quantitative tightening in August, (reducing its holdings of treasuries etc). It then cut rates again in September to 1.75% - 2.00% and is thought likely to cut another 25 basis points (Bps) in December.
- 2.2.20 Investor confidence has been badly shaken by the progressive ramping up of increases in tariffs. President Trump has made on Chinese imports and China has responded with increases in tariffs on American imports. This trade war is seen as depressing US, Chinese and world growth.
- 2.2.21 In the European Union it is also particularly impacting Germany as exports of goods and services are equivalent to 46% of total GDP. It will also impact developing countries dependent on exporting commodities to China.

European Union (EU)

- 2.2.22 Growth has been slowing from +1.8 % during 2018 to around half of that in 2019. Growth was +0.4% q/q (+1.2% y/y) in quarter 1 and then fell to +0.2% q/q (+1.0% y/y) in quarter 2; there appears to be little upside potential to the growth rate in the rest of 2019. German GDP growth fell to -0.1% in quarter 2; industrial production was down 4% year/year in June with car production down 10% year/year.
- 2.2.23 Germany would be particularly vulnerable to a no deal Brexit depressing exports further and if President Trump imposes tariffs on EU produced cars.
- 2.2.24 The European Central Bank (ECB) ended its programme of quantitative easing purchases of debt in December 2018, which meant that the central banks in the US, UK and EU had all ended the phase of post financial crisis expansion of liquidity supporting world financial markets by purchases of debt. However, the downturn in Eurozone (EZ) growth in the second half of 2018 and into 2019, together with inflation falling well under the upper limit of its target range of 0 to 2%, (but it aims to keep it near to 2%), has prompted the ECB to take new measures to stimulate growth.
- 2.2.25 At its March 2019 meeting it said that it expected to leave interest rates at their present levels "at least through the end of 2019", but that was of little help to boosting growth in the near term. Consequently, it announced a third round of Targeted Longer Term Refinancing Operations (TLTROs); this provides banks with cheap borrowing every three months from September 2019 until March 2021 which means that, although they will have only a two-year maturity, the Bank is making funds available until 2023, two years later than under its previous policy. As with the last round, the new TLTROs will include an incentive to encourage bank lending, and they will be capped at 30% of a bank's eligible loans.

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- 2.2.26 However, since then, the downturn in EZ and world growth has gathered momentum so at its meeting on 12 September, it cut its deposit rate further into negative territory, from -0.4% to -0.5%, and announced a resumption of quantitative easing purchases of debt. It also increased the maturity of the third round of TLTROs from two to three years. However, it is doubtful whether this loosening of monetary policy will have much impact on growth and unsurprisingly, the ECB stated that governments will need to help stimulate growth by fiscal policy.
- 2.2.27 On the political front, Austria, Spain and Italy were, at the end of quarter 2 in the throes of forming coalition governments with some unlikely combinations of parties i.e. this raises questions around their likely endurance. The recent results of two German state elections will put further pressure on the frail German CDU/SPD coalition government.

China and Japan

- 2.2.28 Economic growth has been weakening over successive years, despite repeated rounds of central bank stimulus; medium term risks are increasing.
- 2.2.29 Major progress still needs to be made to eliminate excess industrial capacity and the stock of unsold property, and to address the level of non-performing loans in the banking and credit systems.
- 2.2.30 Progress also still needs to be made to eliminate excess industrial capacity and to switch investment from property construction and infrastructure to consumer goods production.
- 2.2.31 The trade war with the US does not appear currently to have had a significant effect on GDP growth as some of the impact of tariffs has been offset by falls in the exchange rate and by transshipping exports through other countries, rather than directly to the US.
- 2.2.32 Japan has been struggling to stimulate consistent significant GDP growth and to get inflation up to its target of 2%, despite huge monetary and fiscal stimulus. It is also making little progress on fundamental reform of the economy.

World Growth

- 2.2.33 The trade war between the US and China is a major concern to financial markets and is depressing worldwide growth, as any downturn in China will spill over into impacting countries supplying raw materials to China.
- 2.2.34 Concerns are focused on the synchronised general weakening of growth in the major economies of the world compounded by fears that there could even be a recession looming up in the US, though this is probably overblown.
- 2.2.35 These concerns have resulted in government bond yields in the developed world falling significantly during 2019. If there were a major worldwide downturn in growth, central banks in most of the major economies will have limited responses available, in terms of monetary policy measures, when rates are already very low in most countries, (apart from the US), and there are concerns about how much distortion of financial markets has already occurred with the current levels of quantitative easing purchases of debt by central banks.
- 2.2.36 The latest Purchasing Managers' Index survey statistics of economic health for the US, UK, EU and China have all been sub 50 which gives a forward indication of a downturn in growth; this confirms investor sentiment that the outlook for growth during the rest of this financial year is weak.

2.3 Interest Rate Forecast

- 2.3.1 The Council's treasury advisor, Link Asset Services, has provided the following forecast of interest rates over the period from September 2019 to March 2022. This forecast includes the increase in margin over gilt yields of 100bps introduced on 9 October 2019.

Link Asset Services Interest Rate View										
	Dec-19	Mar-20	Jun-20	Sep-20	Dec-20	Mar-21	Jun-21	Sep-21	Dec-21	Mar-22
Bank Rate View	0.75	0.75	0.75	0.75	1.00	1.00	1.00	1.00	1.00	1.25
3 Month LIBID	0.70	0.70	0.70	0.80	0.90	1.00	1.00	1.00	1.10	1.20
6 Month LIBID	0.80	0.80	0.80	0.90	1.00	1.10	1.10	1.20	1.30	1.40
12 Month LIBID	1.00	1.00	1.00	1.10	1.20	1.30	1.30	1.40	1.50	1.60
5yr PWLB Rate	2.30	2.50	2.60	2.70	2.70	2.80	2.90	3.00	3.00	3.10
10yr PWLB Rate	2.60	2.80	2.90	3.00	3.00	3.10	3.20	3.30	3.30	3.40
25yr PWLB Rate	3.30	3.40	3.50	3.60	3.70	3.70	3.80	3.90	4.00	4.00
50yr PWLB Rate	3.20	3.30	3.40	3.50	3.60	3.60	3.70	3.80	3.90	3.90

- 2.3.2 The above forecasts were based on an assumption that there was some sort of muddle through to an agreed deal on Brexit at some point in time. Given the outcome of the December General Election, forecasts may need to be materially reassessed.
- 2.3.3 It has been little surprise that the MPC has left Bank Rate unchanged at 0.75% in 2019 due to the uncertainty over Brexit. In its meeting on 1 August, the MPC became more dovish as it was more concerned about the outlook for both the global and domestic economies. That's shown in the policy statement, based on an assumption that there is an agreed deal on Brexit, where the suggestion that rates would need to rise at a "gradual pace and to a limited extent" is now also conditional on "some recovery in global growth".
- 2.3.4 Brexit uncertainty has had a dampening effect on UK GDP growth in 2019, especially around mid-year. The September MPC meeting sounded even more concern about world growth and the effect that prolonged Brexit uncertainty would have on growth.

Bond Yields / PWLB Rates

- 2.3.5 There has been much speculation recently that we are currently in a bond market bubble. However, given the context that there are heightened expectations that the US could be heading for a recession, and a general background of a downturn in world economic growth, together with inflation generally at low levels in most countries and expected to remain subdued, conditions are ripe for low bond yields.
- 2.3.6 While inflation targeting by the major central banks has been successful over the last thirty years in lowering inflation expectations, the real equilibrium rate for central rates has fallen considerably due to the high level of borrowing by consumers: this means that central banks do not need to raise rates as much now to have a major impact on consumer spending, inflation, etc.
- 2.3.7 This has pulled down the overall level of interest rates and bond yields in financial markets over the last thirty years. We have therefore seen over the last year, many bond yields up to ten years in the Eurozone actually turn negative. In addition, there has, at times, been an inversion of bond yields in the US whereby ten year yields have fallen below shorter term yields. In the past, this has been a precursor of a recession. The other side of this coin is that bond prices are elevated as investors would be expected to be moving out of riskier assets i.e. shares, in anticipation of a downturn in corporate earnings and so selling out of equities. However, stock markets are also currently at high levels as some investors have focused on chasing returns in the context of dismal ultra-low interest rates on cash deposits.

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- 2.3.8 What we saw during the last half year up to 30 September, is a near halving of longer term PWLB rates to completely unprecedented historic low levels. (See paragraph 2.7.6-2.7.8 for comments on the increase in margin over gilt yields of 100bps introduced on 9 October 2019.) There is though, an expectation that financial markets have gone too far in their fears about the degree of the downturn in US and world growth. If, as expected, the US only suffers a mild downturn in growth, bond markets in the US are likely to sell off and that would be expected to put upward pressure on bond yields, not only in the US, but due to a correlation between US treasuries and UK gilts, which at various times has been strong but at other times weaker, in the UK. However, forecasting the timing of this and how strong the correlation is likely to be, is very difficult with any degree of confidence.
- 2.3.9 One potential issue for investors is that Japan continues to fail to get economic growth and inflation up off the floor, despite a combination of massive monetary and fiscal stimulus by both the central bank and government.
- 2.3.10 Another danger is that unconventional monetary policy post 2008, (ultra-low interest rates plus quantitative easing), may end up doing more harm than good through prolonged use. Low interest rates have encouraged a debt fuelled boom which now makes it harder for economies to raise interest rates.
- 2.3.11 Negative interest rates could damage the profitability of commercial banks and so impair their ability to lend and / or push them into riskier lending. Banks could also end up holding large amounts of their government's bonds and so create a potential doom loop. (A doom loop would occur where the credit rating of the debt of a nation was downgraded which would cause bond prices to fall, causing losses on debt portfolios held by banks and insurers, so reducing their capital and forcing them to sell bonds – which, in turn, would cause further falls in their prices etc.).
- 2.3.12 In addition, the financial viability of pension funds could be damaged by low yields on holdings of bonds.

The Balance of Risks to the UK

- 2.3.13 The overall balance of risks to economic growth in the UK is probably to the downside due to the weight of all the uncertainties over Brexit, as well as a softening global economic picture.
- 2.3.14 The balance of risks to increases in Bank Rate and shorter term PWLB rates are broadly similarly to the downside.
- 2.3.15 One risk that is both an upside and downside risk is that all central banks are now working in very different economic conditions than before the 2008 financial crash. There has been a major increase in consumer and other debt due to the exceptionally low levels of borrowing rates that have prevailed for eleven years since 2008. This means that the neutral rate of interest in an economy, (i.e. the rate that is neither expansionary nor deflationary), is difficult to determine definitively in this new environment, although central banks have made statements that they expect it to be much lower than before 2008. Central banks could, therefore, over or under-do increases in central interest rates.

Downside risks to current forecasts for UK gilt yields and Public Works Loan Board (PWLB) rates

2.3.16 There are a number of downside risks to current forecasts for UK gilt yields and PWLB rates as follows:

- **Brexit** – if it were to cause significant economic disruption and a major downturn in the rate of growth.
- **Bank of England** takes action too quickly, or too far, over the next three years to raise Bank Rate and causes UK economic growth, and increases in inflation, to be weaker than we currently anticipate.
- A resurgence of the **Eurozone sovereign debt crisis**. In 2018, Italy was a major concern due to having a populist coalition government which made a lot of anti-austerity and anti-EU noise. However, in September 2019 there was a major change in the coalition governing Italy which has brought to power a much more EU friendly government; this has eased the pressure on Italian bonds. Only time will tell whether this new unlikely alliance of two very different parties will endure.
- Weak capitalisation of some **European banks**, particularly Italian banks.
- **German minority government**. In the German general election of September 2017, Angela Merkel's CDU party was left in a vulnerable minority position dependent on the fractious support of the SPD party, as a result of the rise in popularity of the anti-immigration AfD party. Then in October 2018, the results of the Bavarian and Hesse state elections radically undermined the SPD party and showed a sharp fall in support for the CDU. As a result, the SPD had a major internal debate as to whether it could continue to support a coalition that is so damaging to its electoral popularity. After the result of the Hesse state election, Angela Merkel announced that she would not stand for re-election as CDU party leader at her party's convention in December 2018. However, this makes little practical difference as she has continued as Chancellor.
- **Other minority EU governments**. Austria, Sweden, Spain, Portugal, Netherlands and Belgium all have vulnerable minority governments dependent on coalitions which could prove fragile.
- There are concerns around the level of **US corporate debt** which has swollen massively during the period of low borrowing rates in order to finance mergers and acquisitions. This has resulted in the debt of many large corporations being downgraded to a BBB credit rating, close to junk status. Indeed, 48% of total investment grade corporate debt is rated at BBB. If such corporations fail to generate profits and cash flow to reduce their debt levels as expected, this could tip their debt into junk ratings which will increase their cost of financing and further negatively impact profits and cash flow.
- **Geopolitical risks**, for example in North Korea, but also in Europe and the Middle East, which could lead to increasing safe haven flows.

Upside risks to current forecasts for UK gilt yields and PWLB rates

2.3.17 Upside risks to current forecasts of UK gilt yields and PWLB rates include:

- **Brexit** – if agreement was reached all round that removed all threats of economic and political disruption between the EU and the UK.
- The **Bank of England is too slow** in its pace and strength of increases in Bank Rate and, therefore, allows inflationary pressures to build up too strongly within the UK economy, which then necessitates a later rapid series of increases in Bank Rate faster than we currently expect.
- **UK inflation**, whether domestically generated or imported, returning to sustained significantly higher levels causing an increase in the inflation premium inherent to gilt yields.

2.4 Treasury Management Strategy Statement and Annual Investment Strategy Update

2.4.1 The Treasury Management Strategy Statement (TMSS) for 2019/20 was approved at the Council meeting on 27 February 2019. The underlying TMSS approved previously now requires revision in the light of economic and operational movements during the year. The proposed changes and supporting detail for the changes are set out in the next sections of this report.

2.4.2 A decrease is required to both the overall Authorised Limit (the “affordable borrowing limit” required by Section 3 of the Local Government Act 2003 above which the Council does not have the power to borrow) and Operational Boundary (the expected borrowing position of the Council during the year) for external debt. This indicator is made up of external borrowing and other long-term liabilities, Private Finance Initiatives (PFI) and Finance Leases. The revision to the limits aligns to the reduction in the Capital Financing Requirement as outlined at paragraph 2.4.4 and 2.4.5 below.

2.4.3 The Council has the following PFI and Public Private Partnership (PPP) Schemes each contributing to the Other Long Term Liabilities element of the Authorised Limit and the Operational Boundary:

- Gallery Oldham and Library
- Sheltered Housing (PFI2)
- Radclyffe and Failsworth Secondary Schools
- Chadderton Health & Well Being Centre
- Street Lighting
- Housing (PFI4)
- Blessed John Henry Newman RC College (Building Schools for the Future)

2.4.4 It will be necessary to reduce the Capital Financing Requirement (CFR) by £7.347m. Whilst approved capital expenditure/ funding carry forwards from 2018/19 caused an initial increase, this is more than offset by estimated re-phasing and re-alignment and other anticipated adjustments in the 2019/20 capital programme resulting in the reduced CFR.

2.4.5 Members are therefore requested to approve the key changes to the 2019/20 prudential indicators as set out in the table below which show the original and recommended revised figures:

Prudential Indicator 2019/20	Original £'000	Recommended Revised Prudential Indicator £'000
Authorised Limit	545,000	538,500
Operational Boundary	525,000	518,500
Capital Financing Requirement	525,005	517,658

2.5 The Council's Capital Position (Prudential Indicators)

2.5.1 This section of the report presents the Council's capital expenditure plans and their financing, the impact of the changes in the capital expenditure plans on the prudential indicators and the underlying need to borrow together with compliance with the limits in place for borrowing activity.

Prudential Indicator for Capital Expenditure

- 2.5.2 The table below shows the half year position and the revised budget for capital expenditure (as per table 2 of the month 6 Capital Investment Programme monitoring report). It therefore highlights the changes that have taken place and are forecast since the capital programme was agreed at the Council meeting on 27 February 2019.

Capital Expenditure by Service	2019/20 Original Estimate £'000	2019/20 Revised Estimate £'000
Corporate & Commercial Services	9,212	0
Corporate Services	0	3,336
Children's Services	0	18,886
Health & Adult Social Care Community Services	2,682	0
Community Services & Adult Social Care	0	2,024
Reform	100	39
People & Place	54,403	34,413
Capital General	5,000	0
HRA	4,235	1,854
Commercial Activities / Non Financial Investments	8,700	4,500
Closing balance	84,332	65,052

- 2.5.3 The above table shows a decrease in the capital programme of £19.280m to the month 6 budgeted position with current forecast spend of £65.052m. During the summer months the Council undertook the Annual Review of the Capital Programme in line with practice of recent years. The review identified a requirement for significant re-profiling across a number of schemes. The majority of the re-phasing moved significant expenditure (£12.655m) from 2019/20 into the later years of the capital programme. The budget variations largely relate to a revision to the Oldham Coliseum and Heritage Centre, Transport Schemes, and the re-phasing of the Schools Capital Programme, mainly due to planning related issues.

Changes to the Financing of the Capital Programme

- 2.5.4 The table below draws together the main strategy elements of the capital expenditure plans (above) highlighting the original supported (£57.619m) and unsupported elements i.e. requiring borrowing (£26.713m), and the expected financing (revised position) arrangements of this capital expenditure. The borrowing need element of the table increases the underlying indebtedness of the Council by way of the Capital Financing Requirement (CFR), although this will be reduced in part by revenue charges for the repayment of debt (the Minimum Revenue Provision). This direct borrowing need may also be supplemented by maturing debt and other treasury requirements.
- 2.5.5 The overall net reduction in the capital programme has resulted in a change in the mix of funding sources required in 2019/20; a decrease in all financing types reducing the forecast borrowing need by £7.275m from £26.713m to £19.438m.

Capital Expenditure	2019/20 Original Estimate £'000	2019/20 Forecast Position £'000
General Fund Services	71,397	58,698
Housing Revenue Account	4,235	1,854
Commercial Activities and Non-Financial Investments	8,700	4,500
Total spend	84,332	65,052
Financed by:		
Capital receipts	(19,042)	(13,889)
Capital grants	(34,661)	(29,866)
Revenue	(67)	(5)
HRA	(3,849)	(1,854)
Total financing	(57,619)	(45,614)
Borrowing need	26,713	19,438

Changes to the Prudential Indicators for the Capital Financing Requirement, External Debt and the Operational Boundary

2.5.6 The table below shows the CFR, which is the underlying external need to incur borrowing for a capital purpose. As previously mentioned in paragraph 2.4.4 the CFR needs to decrease by £7.347m. It also shows the expected debt position over the period (the Operational Boundary). This indicator has decrease to reflect the revisions to the forecast year end position of the capital programme.

	2019/20 Original Estimate £'000	2019/20 Revised Estimate £'000
Prudential Indicator – Capital Financing Requirement		
CFR – non housing	525,005	517,658
CFR – housing	0	0
Total CFR	525,005	517,658
Net movement in CFR		(7,347)
Prudential Indicator – External Debt / the Operational Boundary		
Borrowing	290,000	282,500
Other long term liabilities	235,000	236,000
Total debt 31 March	525,000	518,500

Limits to Borrowing Activity

- 2.5.7 The first key control over the treasury activity is a prudential indicator to ensure that over the medium term, net borrowing (borrowings less investments) will only be for a capital purpose.
- 2.5.8 Gross external borrowing should not, except in the short term, exceed the total of CFR in the preceding year plus the estimates of any additional CFR for 2019/20 and next two financial years. This allows some flexibility for limited early borrowing for future years. The Council has approved a policy for borrowing in advance of need which will be adhered to if this proves prudent.
- 2.5.9 The CFR calculation is shown in the table below and the Director of Finance reports that no difficulties are envisaged for the current or future years in complying with this prudential indicator as there is £113.410m headroom between total debt and the CFR.

	2019/20 Original Estimate £'000	2019/20 Revised Estimate £'000
Gross borrowing	167,849	168,635
Plus other long term liabilities*	235,396	235,613
Total Debt	403,245	404,248
CFR* (year end position)	525,005	517,658
Headroom	121,760	113,410

*- includes on balance sheet PFI schemes and finance leases

- 2.5.10 A further prudential indicator controls the overall level of borrowing. This is the Authorised Limit which represents the limit beyond which borrowing is prohibited and needs to be set and revised by Members. It reflects the level of borrowing which, while not desired, could be afforded in the short term, but is not sustainable in the longer term. It is the expected maximum borrowing need with some headroom for unexpected movements. This is the statutory limit determined under section 3 (1) of the Local Government Act 2003. Presented in the table below is the original and the revised Authorised Limit.

Authorised limit for external debt	2019/20 Original Indicator	2019/20 Revised Indicator
Borrowing	305,000	297,500
Other long term liabilities*	240,000	241,000
Total	545,000	538,500

* - Includes on balance sheet PFI schemes and finance leases.

2.6 Investment Portfolio 2019/20

- 2.6.1 In accordance with the Code, it is the Council's priority to ensure security of capital and liquidity, and to obtain an appropriate level of return which is consistent with the Council's risk appetite. As set out in Section 2.3, it is a very difficult investment market in terms of earning the level of interest rates commonly seen in previous decades as rates are very low and in line with the 0.75% Bank Rate. The continuing potential for a re-emergence of a Eurozone sovereign debt crisis, and its impact on banks, prompts a low risk short term strategy. Given this risk environment and the fact that increases in Bank Rate are likely to be gradual and unlikely to return to the levels seen in previous decades, investment returns are likely to remain low.
- 2.6.2 The Council held £114.330m of investments, including property funds as at 30 September 2019 (£84.900m at 31 March 2019). A full list of investments as at 30 September is included at Appendix 1. A summary of investments by type is included in the table below.
- 2.6.3 The Council ensures enough funds are kept in either instant access accounts and/ or on-call accounts to meet its short term liquidity requirements. As at 30 September the Council held £31.330m in Money Market Funds and £32.500m in Notice Accounts that range from 32 to 180 day notice periods.

Investment Type	Total £'000 at 30 September 2019
Property	15,000
Fixed (Term Deposits) Bank / Building Society	10,500
Fixed (Term Deposits) LA's / Public Bodies	25,000
Notice Accounts	32,500
Money Market Funds	31,330
Total	114,330

- 2.6.4 The Director of Finance confirms that the approved limits within the Annual Investment Strategy were not breached during the first six months of 2019/20.
- 2.6.5 The Council's investment strategy looks to achieve a return on its investment of London Interbank Bid Rate (LIBID) plus a 5% mark up. The Council will maintain sufficient cash reserves to give it its necessary liquidity and may place investments up to 10 years if the cash flow forecast allows and the credit rating criteria is met. Performance against this benchmark was as follows:

Benchmark	Benchmark Return LIBID +5%	Council Performance
7 days	0.60%	0.76%
1 month	0.63%	0.87%
3 months	0.69%	0.99%
6 months	0.77%	0.87%
1 year	0.87%	1.07%
Average Return first 6 months		0.91%

-
- 2.6.6 The Council's performance on its cash investments exceeded its target on all benchmarks as can be seen in the table above.
- 2.6.7 It is important to be able to maximise investment income to support the overall financial position of the Council. During the year the Council has been continually looking at alternative investment opportunities within treasury management to provide additional income. At this moment in time no deal has passed the due diligence process, but opportunities will continue to be assessed. It is important to note that any investments are only undertaken after an appropriate due diligence exercise and having regard to the Treasury Management principles of security, liquidity, yield and ethical investments.
- 2.6.8 It is essential to have flexibility to be able to take advantage of opportunities for new investments that may become available. Therefore, a revision to the non-specified investment category within the Treasury Management Strategy is proposed and as set out at Appendix 3. The addition is investments in debt financing to deliver economic growth across the borough and with the Greater Manchester area. This addition allows the Council to investigate and possibly invest in alternative investments. Member must note that these investments will only be initiated after a detailed and substantial due diligence process.
- 2.6.9 The current investment counterparty criteria selection approved in the TMSS and included at Appendix 3 is meeting the requirement of the treasury management function.
- 2.6.10 Treasury Management Practice 11 – Use of External Service Providers, has been updated to include a new independent broker, Imperial Treasury Services. This new broker will allow the Council to use a wider range of providers for the day to day management of the Treasury function.

Property Fund

- 2.6.11 In the first six months of the year the Council's investment within the Churches, Charities and Local Authorities (CCLA) property fund has generated a return of (4.24%) and it is anticipated that this revenue return will continue throughout the year. As advised within the TMSS, due to the anticipated fluctuations in price this is an investment with a minimum time horizon of 5 years.
- 2.6.12 Due to the uncertainty surrounding Brexit, the property fund has seen a decline in the value due mainly to valuer caution rather than any significant increase in pressure to sell properties. In contrast, occupier trends continued to strengthen, and dividends received stay at a similar rate.

2.7 Borrowing

- 2.7.1 It is proposed in this report that the Council's CFR for 2019/20 is revised to £517.658m and this denotes the Council's underlying need to borrow for capital purposes. If the CFR is positive the Council may borrow from the PWLB or the market (external borrowing) or from internal balances on a temporary basis (internal borrowing). The balance of external and internal borrowing is generally driven by market conditions.
- 2.7.2 The table within paragraph 2.5.8 shows the Council has expected year end borrowings of £404.248m and will have utilised £113.410m of cash flow funds in lieu of borrowing. This is a prudent and cost-effective approach in the current economic climate but will require ongoing monitoring in the event that upside risk to gilt yields prevails.
- 2.7.3 Due to the overall financial position and the underlying need to borrow for capital purposes (the capital financing requirement – CFR), new external borrowing of £20m was undertaken from the PWLB in August 2019. The table below shows the new borrowing and highlights that borrowing was undertaken at the bottom range of interest rate.

Loan Ref	Amount £'000	Start Date	Maturity Date	Term (Years)	Rate %
509754	10,000	20/08/19	20/08/69	50	1.72%
509755	5,000	20/08/19	20/08/49	30	1.81%
509756	5,000	20/08/19	20/08/39	20	1.74%
Average				33.33	1.75%

2.7.4 The Council applied in September 2019 for the certainty rate reduction. This entitles the Council to receive a 20 basis point rate reduction on the prevailing rate of PWLB on any borrowing undertaken from 1 November 2019 to 31 October 2020.

2.7.5 Current PWLB certainty rates are set out in the following table and show for a selection of maturity periods over the first half of 2019/20, the range (high and low points) in rates and the average rates over the period. In addition, Appendix 2 tracks the movement in the PWLB certainty rate over the period April to September 2019 across the same range of loan terms as is used in the table below.

Maturity Rates	1 Year	5 Year	10 Year	25 Year	50 Year
01/04/19	1.66%	1.74%	2.08%	2.61%	2.44%
30/09/19	1.48%	1.27%	1.50%	2.03%	1.87%
Low	1.17%	1.01%	1.13%	1.73%	1.57%
Date	03/09/19	03/09/19	03/09/19	03/09/19	03/09/19
High	1.58%	1.73%	2.07%	2.58%	2.41%
Date	15/04/19	17/04/19	17/04/19	17/04/19	17/04/19
Average	1.40%	1.37%	1.62%	2.20%	2.07%

Increase in the cost of borrowing from the PWLB

2.7.6 Notification was received from HM Treasury on 9 October 2019 regarding future PWLB rates. PWLB rates had been priced on the current gilt rates plus 100bps (1%) with effect from 9 October 2019 rates will now be based on gilt rates plus 200bps (2%). This will have an immediate effect on the cost of borrowing using PWLB loans.

2.7.7 Members will be aware that there has been adverse commentary in the media regarding the increase in PWLB rates and the possibly effect it may have on capital projects. It is likely that the sector may make representations to HM Treasury to suggest that areas of capital expenditure that the Government is keen to see move forward e.g. housing, should not be subject to such a large increase in borrowing.

2.7.8 As a result of the increase in the PWLB rate, the Council is expecting that various financial institutions will enter the market or make products available to local authorities. It is possible that the Municipal Bond Agency (Members will recall that the Council invested in the Municipal Bonds Agency to take advantage of beneficial rates when a bond is launched) will be offering loans to local authorities in the future. The Council may make use of these new sources of borrowing as and when it is appropriate. Members will be updated as this area evolves.

2.8 Debt Rescheduling

- 2.8.1 Debt rescheduling opportunities have been very limited in the current economic climate given the consequent structure of interest rates and following the increase in the margin added to gilt yields which has impacted PWLB new borrowing rates since October 2010. No debt rescheduling has therefore been undertaken to date in the current financial year.
- 2.8.2 The 100bps increase in PWLB rates from 9 October 2019 only applied to new borrowing rates, not to premature repayment rates.

2.9 Overall Position at the Mid –Year 2019/20

- 2.9.1 The position at the mid-year 2019/20 shows that the Council is continuing to follow recommended practice and manage its treasury affairs in a prudent manner.

2.10 Other Key Issues

Claim against Barclays Bank

- 2.10.1 The Council is currently involved in legal action against Barclays Bank with regard to certain Lender Option Borrower Option (LOBO) transactions. This is based on the Bank's involvement in manipulation of the LIBOR benchmark rate and the subsequent impact on the Council's financial position. This matter is ongoing.

Members Training

- 2.10.2 The CIPFA Code requires the responsible officer to ensure that Members with responsibility for treasury management receive adequate training in treasury management. This especially applies to Members responsible for scrutiny. Training was provided to Audit Committee on 1 October 2019. The training was facilitated by the Council's External Treasury Advisors, Link Asset Services.

3 Options/Alternatives

- 3.1 In order that the Council complies with the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management the Council has no option other than to consider and approve the contents of the report. Therefore, no options/alternatives have been presented.

4 Preferred Option

- 4.1 As stated above the preferred option is that the contents of the report are approved.

5 Consultation

- 5.1 Consultation has taken place with Link Asset Services (the Council's Treasury Management Advisors), and senior officers. The mid- year 2019 treasury management report was scrutinised by the Audit Committee at its meeting on 14 November and considered by Cabinet at its meeting on 18 November 2019. Both the Audit Committee and Cabinet were content to commend the mid-year review report to Council for approval.

6 Financial Implications

- 6.1 All included within the report.

7 Legal Services Comments

- 7.1 None.
-

8 Co-operative Agenda

8.1 The Council ensures that any Treasury Management decisions comply as far as possible with the ethos of the Cooperative Council.

9 Human Resources Comments

9.1 None.

10 Risk Assessments

10.1 There are considerable risks to the security of the Authority's resources if appropriate treasury management strategies and policies are not adopted and followed. The Council has established good practice in relation to treasury management which has previously been acknowledged in both Internal and the External Auditors' reports presented to the Audit Committee.

11 IT Implications

11.1 None.

12 Property Implications

12.1 None.

13 Procurement Implications

13.1 None.

14 Environmental and Health & Safety Implications

14.1 None.

15 Equality, community cohesion and crime implications

15.1 None.

16 Equality Impact Assessment Completed?

16.1 No.

17 Key Decision

17.1 Yes

18 Key Decision Reference

18.1 FCS -07-19

19 Background Papers

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.

File Ref: Background papers are contained with Appendices 1, 2 &3.
Officer Name: Anne Ryans
Contact No: 0161 770 4902

20 Appendices

Appendix 1	Investments as at 30 September 2019
Appendix 2	Borrowing as at 30 September 2019
Appendix 2A	PWLB Certainty Rate Variations 2019/20
Appendix 2B	Comparison of Borrowing parameters to actual external borrowing - Table
Appendix 2C	Comparison of Borrowing parameters to actual external borrowing - Graph
Appendix 3	Investment Counterparty Criteria

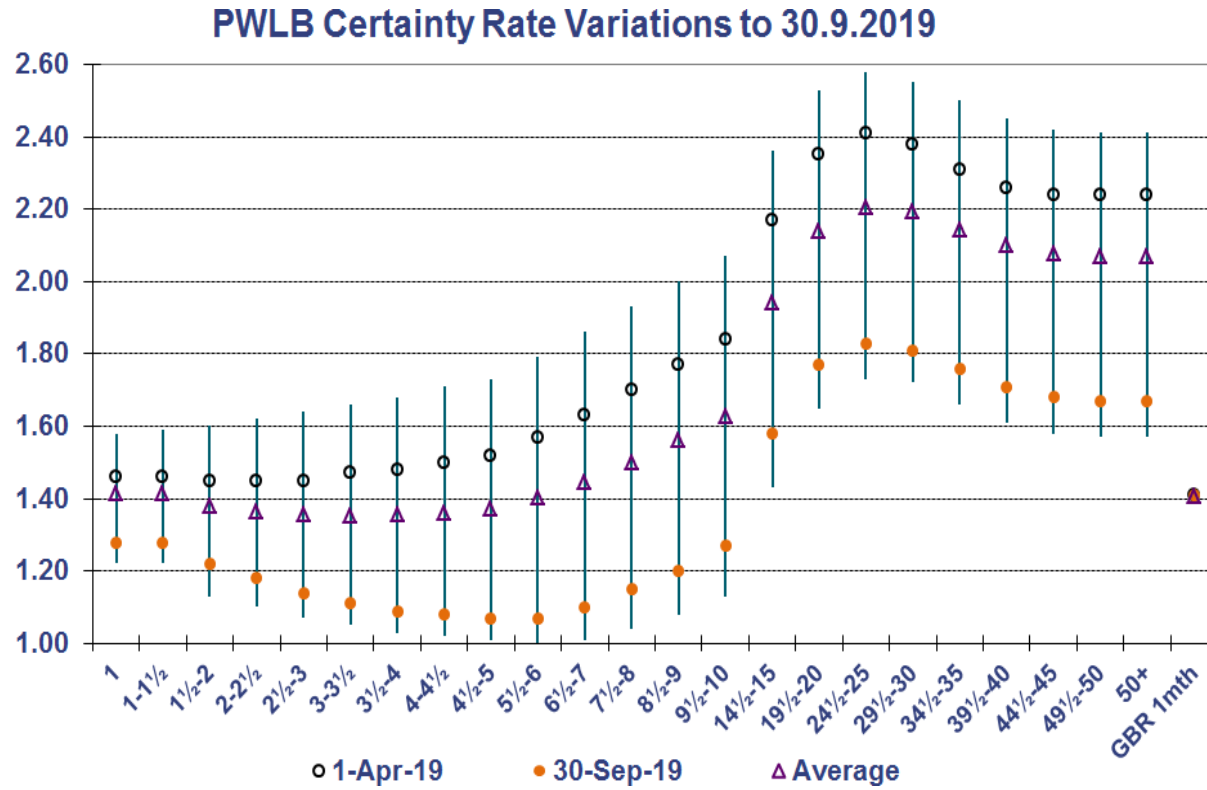
Appendix 1 Investments as at 30 September 2019

Investments	Type	30th September 2019 £'000	Interest Rate	Date of Investment	Date of Maturity
CCLA Property Fund	Property	15,000	4.24%	Prior Years	open
Total Property Fund		15,000			
Thurrock Council	Fixed	2,500	1.07%	05/10/2018	04/10/2019
Goldman Sachs	Fixed	3,000	0.80%	05/06/2019	07/10/2019
North Tyneside Council	Fixed	5,000	1.07%	11/10/2018	10/10/2019
Flintshire County BC	Fixed	5,000	0.75%	19/07/2019	21/10/2019
Nationwide Building Society	Fixed	2,500	0.81%	03/07/2019	03/12/2019
Rugby Borough Council	Fixed	5,000	0.80%	06/08/2019	06/02/2020
Goldman Sachs	Fixed	5,000	0.85%	06/09/2019	06/02/2020
Plymouth City Council	Fixed	5,000	0.80%	05/08/2019	05/03/2020
Thurrock Council	Fixed	2,500	0.76%	26/09/2019	06/04/2020
Total Fixed Investments		35,500			
Bank of Scotland plc	32 day call	2,500	0.95%	21/05/2019	open
Bank of Scotland plc	95 day call	12,500	1.10%	07/05/2019	open
Barclays	95 day call	7,500	0.95%	01/07/2019	open
Santander	95 day call	7,500	1.00%	14/11/2018	open
Santander	180 day call	2,500	1.10%	10/09/2019	09/03/2020
Total Investments on call		32,500			
Federated Sterling Liquidity 3	MMF	3,540	0.74%	27/09/2019	01/10/2019
Standard Life Sterling Liquidity	MMF	17,790	0.74%	30/09/2019	01/10/2019
Federated Cash Plus Fund	MMF	10,000	0.90%	15/05/2019	01/10/2019
Total MMF		31,330			
Total		114,330			

MMF – Money Market Fund

Appendix 2 Borrowing as at 30 September 2019

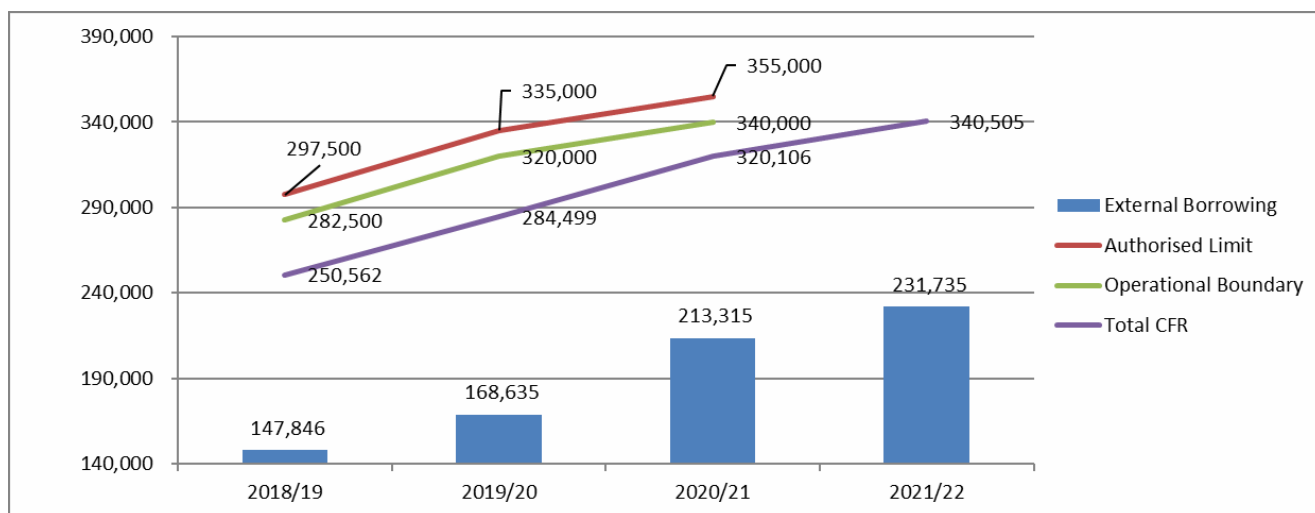
2A) PWLB Certainty Rate Variations 2019/20



2B) Comparison of borrowing parameters to actual external borrowing (Table)

CAPITAL FINANCING REQUIREMENTS				
	Actual	Estimated	Estimated	E
	2018/19	2019/20	2020/21	
	£'000	£'000	£	
<u>CFR (including PFI and finance leases)</u>				
General Fund CFR	493,880	517,658		
Total CFR	493,880	517		
<u>CFR (excluding PFI and finance leases)</u>				
General Fund CFR	250,5			
Total CFR				
External Borrowing				
Deferred Liabilities				
Total Debt				
Authorised Limit				
Authorised Limi				
Operation				
Op				

2C) Comparison of borrowing parameters to actual external borrowing (Graph)



Appendix 3 Investment Counterparty Criteria

Amendment to Non-Specified Investments: This addition allows the Council to take advantage of the availability of alternative investment options. The investment to be added to the strategy considers debt financing. This would aim to deliver economic growth across the borough and within the Greater Manchester area as well as a return for the Council.

	LINK Colour Band and Long Term Rating where applicable	Maximum Duration	Maximum Principal Invested per Counterparty £
Debt Financing	Internal Due Diligence and external advice	10 Years	£30m



Report to Council

Revision to Finance Procedure Rules

Portfolio Holder: Cllr Abdul Jabbar MBE, Deputy Leader and Cabinet Member for Finance and Corporate Services

Officer Contact: Anne Ryans, Director of Finance

Report Author: Anne Ryans, Director of Finance
Ext. 4902

8 January 2020

Reason for Decision

There is a requirement to review the Finance Procedure Rules on a regular basis. Such a review has recently concluded and the consequent revised FPRs are therefore presented for consideration.

Executive Summary

Over the past few months a detailed review of FPR's has been undertaken by officers from the Finance, Internal Audit and Constitutional Services Teams. This has resulted in a range of proposed changes to improve the FPR's so that they reflect current best practice.

Whilst the current FPR's have served the Council well and remain fully functional, the document at Appendix 1 is recommended for approval. The summary of changes is quite extensive (19 bullet points) but some of the changes are quite small but important. It is, however, essential that the Council's FPRs reflect best practice and are updated to recent local and national changes.

Recommendations

That Council agrees to the revisions to Finance Procedure Rules and commend the document at Appendix 1 to Council for formal approval.

Revision to Finance Procedure Rules

1 Background

- 1.1 Members will be aware that there is a requirement to review and as necessary, revise the Financial Procedure Rules (FPRs) on a regular basis. In this regard a review has been undertaken by officers of the Finance, Internal Audit and Constitutional Services teams in order to ensure that FPRs reflect current best practice, any revisions to regulation, legislation and operational arrangements within the Council.
- 1.2 Attached as an appendix is an updated version of Financial Procedure Rules (FPRs) for the consideration of Group Leaders.

2 Current Position

- 2.1 Over the past few months a detailed review of FPRs has been undertaken by officers from the Finance, Internal Audit and Constitutional Services Teams. This has resulted in a range of proposed changes to improve the FPRs.
- 2.2 Whilst the current FPRs have served the Council well and remain fully functional, the document at Appendix 1 is recommended for approval.
- 2.3 The changes that have been incorporated and are recommended for approval can be summarised as follows;

- A general review to strengthen and tighten wording and to align with other policies and protocols that have been subject to a separate review (throughout the document)
- Revisions to the titles of officers of the Council to reflect the current operational arrangements (throughout the document)
- Details of the suite of budget reports presented to Cabinet rather than simply the revenue budget report (paragraphs 1.5 and 2.5)
- Specific reference to Audit Committee's role in approving the Statement of Accounts and the Annual Governance Statement (paragraph 1.6)
- Inclusion of further detail about the terms of reference of the Capital Investment Programme Board and to reflect the current Capital Strategy (paragraph 1.10)
- Inclusion of reference to the requirements of the Statement of the Chartered Institute of Public Finance and Accounting (CIPFA) on the role of the Chief Finance Officer (paragraph 1.12)
- Reference to the requirement of the Council's Access to Information Procedure Rules (paragraph 1.22)
- Inclusion of the exemption to the use of capital receipts for revenue purposes which is available for the period 2019/20 to 2021/22 in relation to expenditure incurred on transformational activity (paragraph 2.3)
- Revisions to the process for budget setting to reflect current practice and a detailed annual review of budget headings (paragraph 2.14)
- Amendment (to reflect current practice) to the timing of the preparation of budget monitoring reports for Cabinet and the relevant Overview and Scrutiny Committee (paragraph 2.15)
- Clarification of the respective roles the Cabinet (approval) and Audit Committee (monitoring of effectiveness) of the Council's Risk Management Strategy and Framework (paragraph 2.30)

-
- Alignment to the wording to Council Procedure Rule 8.5 in relation to the action required if there is a motion or report submitted to Council which if approved might increase the Councils net revenue or capital budget (paragraph 3.2)
 - Reference to the requirement of Public Sector Internal Audit Standards including the requirements of the role of the Head of Internal Audit (the Head of Corporate Governance has this role in Oldham) and also of the internal audit function (paragraph 6.1 and 6.2)
 - Reference the requirements of the CIPFA Code of Practice in relation to the recording of assets (paragraph 8.1)
 - Reference to the requirements of the Security Incident Management Policy (paragraph 9.6)
 - Reference to the updated regulation and guidance of Ministry of Housing Communities and Local Government (MHCLG) and CIPFA with respect the Treasury Management arrangement of the Council (paragraph 10.1 to 10.5)
 - Reflecting current practice that the proposed Fees and Charges will be included in the revised budget report and be subject to scrutiny (paragraph 12.1)
 - Reference to the requirements in relation to the financial control of wholly owned companies (as Council now has two) as well as partnerships, joint ventures associated organisations and similar arrangements (paragraph 20.1 and 20.2)
 - Revision to the time for the submission of expenses from 2 to 6 months (paragraph 16.3)

2.4 Whilst it may seem an extensive list of changes, the FPRs have been subject to a comprehensive review and some of the revisions are comparatively minor but provide improved clarity of purpose. It is important that the Councils FPRs reflect best practice and are updated to recent local and national changes.

3 Options/Alternatives

3.1 There are three options as follows:

- a) Accept the proposed changes to FPR's.
- b) Reject some or all of the changes to FPRs
- c) Propose alternative revisions to FPR's

4 Preferred Option

4.1 Option (a) at 3.1 is the preferred option, that the proposed changes are accepted.

5 Consultation

5.1 There has been internal Council consultation on the revision to FPRs with officers from Finance, Internal Audit and Constitutional Services.

6 Financial Implications

6.1 There are no specific financial implications arising from this report.

7 Legal Services Comments

7.1 There are no direct legal implications arising from the report.

8 Co-operative Agenda

8.1 The FPRs have been prepared to support the Council in its delivery of the cooperative agenda

9 Human Resources Comments

9.1 There are no specific human resources implications.

10 Risk Assessments

10.1 The Council is required to review its FPRs on a regular basis to ensure that they reflect current best practice and revised working arrangements within the Council as well as regulatory and legislative changes. This update minimises risk to the Council of any poor practice arising from the usage of outdated FPRs.

11 IT Implications

11.1 There are no specific IT implications.

12 Property Implications

12.1 There are no specific property implications

13 Procurement Implications

13.1 There are no specific procurement implications.

14 Environmental and Health & Safety Implications

14.1 There are no specific Environmental and Health & Safety Implications

15 Equality, community cohesion and crime implications

15.1 There are no specific equality, community cohesion and crime implications.

16 Equality Impact Assessment Completed?

16.1 Not Applicable

17 Key Decision

17.1 No

18 Key Decision Reference

18.1 N/A

19 Background Papers

19.1 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 not include documents which would disclose exempt or confidential information as defined by the Act:

File Ref: Background Papers are contained in Appendix 1
Officer Name: Anne Ryans
Contact No: 0161 770 4902

20 Appendices

20.1 Appendix 1: Finance Procedure Rules

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FINANCIAL PROCEDURE RULES

INDEX

Sections Introduction

1. Financial Governance
2. Preparing and Managing the Revenue and Capital Budget
3. Changes to the overall Agreed Revenue and Capital Budget
4. Capital Plan Preparation and Management
5. Financial System and Procedures
6. Internal Audit and Counter Fraud
7. Insurance
8. Assets
9. Security
10. Treasury Management
11. Banking Arrangements, Cheque Signing and Imprest Accounts
12. Income
13. Ordering and paying for work, goods and services
14. Payment Cards
15. Salaries, Wages and Pensions
16. Travel, Subsistence and other Allowances
17. Taxation
18. Gifts and Hospitality
19. Unofficial and Voluntary Funds
20. Financial Control of Wholly Owned Companies, Partnerships, Joint Ventures, Associated Organisations and Similar Arrangements
21. Workforce
22. Money Laundering

1. FINANCIAL GOVERNANCE

Council's responsibilities

- 1.1 The Council has a statutory duty to make arrangements for the proper administration of its financial affairs and to ensure that one of its officers has responsibility for the administration of those affairs. The Council has resolved that the Chief Finance Officer (the post is currently designated as the Director of Finance) is the responsible officer.
- 1.2 The Council is responsible for the approval of the Financial Procedure Rules to be used by all Members and officers, including any amendments or additions presented by the Director of Finance. The Council is responsible for approving the procedures for recording and reporting decisions taken by the Council itself, or by the Executive, or under approved delegation arrangements. The Scheme of Delegation, which includes financial limits, is set out in the Constitution at Part 3.

Cabinet's responsibilities

- 1.3 The Cabinet is responsible for ensuring that the Financial Procedure Rules are followed across the Council. The Cabinet is also responsible for arranging for a review of the Financial Procedure Rules at least every three years and for recommendations for any changes to be made to the Council. This is normally arranged through the Constitutional Working Group.
- 1.4 The Cabinet is responsible for preparing and recommending to Council the annual revenue budget and Council Tax level and, once approved, for implementing and monitoring that budget
- 1.5 The Cabinet is responsible for reviewing and recommending to Council a Capital Strategy and Capital Programme, a Housing Revenue Account Budget, a Treasury Management Strategy and a Council Tax Reduction Scheme, and once approved for implementing and monitoring the budgets and strategies.
- 1.6 The Cabinet is responsible for approving the Council's risk management policy statement and strategy and for reviewing the effectiveness of risk management arrangements.

Overview and Scrutiny responsibilities

- 1.7 The Council will identify a relevant Overview and Scrutiny Committee or Committees to be responsible for scrutiny of the Cabinet's Budget proposals, including all related calculations, Policies and Strategies that are recommended to the Council, and for the forwarding of comments and recommendations on those matters to the Cabinet.

- 1.8 The Council will identify a relevant Overview and Scrutiny Committee or Committees to be responsible for the overview of the Council's in-year financial performance.

Audit Committee's responsibilities

- 1.9 The Audit Committee is responsible for reviewing the draft Annual Statement of Accounts and the Annual Governance Statement and approving the audited Council's Annual Statement of Accounts which incorporates the Annual Governance Statement.

Capital Investment Programme Board (CIPB)

- 1.10 The Capital Investment Programme Board has the following terms of reference. It will oversee the preparation and the delivery of the capital strategy and capital programme by:

- (a) Developing the overall Capital Strategy and annual programme in accordance with the priorities set out in the corporate plan
- (b) Recommending the overall capital strategy and programme to Cabinet and Council
- (c) Once the overall strategy and annual programme of expenditure has been approved at Council, the role of the CIPB is to:
 - Consider and recommend approval of the detail of the thematic programmes
 - Consider and recommend the approval of any amendments to the annual programme
 - Undertake the detailed appraisal of projects taking into account the Council's Capital Strategy, priorities and annual aims and objectives
 - Recommend approval of any new capital projects
 - Review the potential commercial risk and Value for Money issues on any proposal for the use of Capital resources
 - Provide a forum for establishing and providing robust challenge and debate around the capital programme
 - Undertake a detailed annual review of the Capital programme
 - Review the Council's Capital Programme on an on-going basis and to ensure it is achieving agreed outcomes

Monitoring of the performance of projects and programmes within the Council's Capital Programme including the consideration of the capital programme financial monitoring report.

The Board oversees capital projects from inception to completion to ensure they are delivered efficiently and effectively and in line with the Council's corporate objectives.

The Board assesses all submissions for capital expenditure prior to them entering into the normal reporting process for approval. The Board therefore makes recommendations to the appropriate decision maker/forum, whether this is a Member under delegated responsibility, Cabinet or Council.

The Director of Finance

- 1.11 The Director of Finance is responsible for the proper administration of the Council's financial affairs, and particularly for: -
- (a) maintaining a continuous review of this Financial Procedure Rules and the submission of any additions or changes necessary for Council approval
 - (b) providing corporate financial advice and information to the Council i.e. on those issues where the Authority is regarded as one legal entity
 - (c) setting standards for good financial management including the accounting policies and financial procedures and records for the Council and monitoring compliance with those standards
 - (d) advising on the key financial controls necessary including maintaining an effective internal audit function to secure sound financial management
 - (e) ensuring that proper systems of internal control are operated and reporting breaches of the Financial and Contract Procedure Rules to Council, Cabinet, Audit Committee, or the Standards Committee as appropriate
 - (f) co-ordinating the preparation of the General Fund Revenue Budget and Medium Term Financial Strategy, the Housing Revenue Account Budget, Capital Strategy and Programme, the Treasury Management Strategy, the Council Tax Reduction Scheme, preparing the annual financial statements in accordance with the relevant accounting standards and codes of practice and any necessary technical accounting adjustments
 - (g) treasury management activities, including reporting on prudential indicators

- (h) preparing a risk management policy statement and promoting/embedding it throughout the Council
- 1.12 The Director of Finance also has a range of statutory duties, rights and responsibilities in relation to the financial administration and stewardship of the Council and will have regard to the Statement of the Chartered Institute of Public Finance and Accountancy on the Role of the Chief Finance Officer in Local Government
- 1.13 The Director of Finance must report to the Council under Section 114 of the Local Government Finance Act 1988, if:-
- (a) a decision has been made, or is about to be made, which involves the incurring of expenditure which is unlawful;
 - (b) there has been, or is about to be, an unlawful action resulting in a financial loss to the Council; or
 - (c) anyone or anybody is about to make an unlawful entry in the Council's accounts.
- 1.14 The Director of Finance may issue any instruction intended to fulfil these responsibilities and is entitled to any information or explanations as he/she may require.
- 1.15 The Director of Finance shall issue instructions and guidance to the Council in line with Section 25 of the 2003 Local Government Act. With regard to the robustness of the estimates.
- Deputy Chief Executive, Strategic Directors, Service Managing Directors, Directors and Heads of Service**
- 1.16 The Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors/Heads of Services must ensure that proper financial controls are maintained in their service area.
- 1.17 The Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors/Heads of Service must make arrangements to ensure that all Officers involved in financial matters are aware of, and competent in the use of, these Financial Procedure Rules and the Council's financial ledger. The extent of delegated authority to officers must be recorded. See further guidance on the Scheme of Delegation in Part 3 of the Constitution. The main documents are also available on the Council's Website – https://www.oldham.gov.uk/info/100004/about_the_council
- 1.18 The Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors/Heads of Service must ensure that the financial implications of all proposals in advance of any "key decision" report have been subject to approval by the Director of Finance and their representatives and the subsequent report sets out the financial implications.

- 1.19 The Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors /Heads of Service must ensure that the legal implications of all proposals in advance of the “key decision” report production have been subject to approval by the Director of Legal Services and the subsequent report sets out the legal implications.

Head of Paid Service (the Chief Executive)

- 1.20 The Head of Paid Service is responsible for the corporate and overall strategic management of the Council as a whole. They must report to and provide information for the Council, the Cabinet; the Overview and Scrutiny Committees, and any other Committees of the Council. The Chief Executive is responsible for establishing the framework for management direction, style and standards and for the monitoring of performance for the organisation. The Head of Paid Service and the Monitoring Officer (the post is currently designated as the Director of Legal Services) are responsible for the system(s) of record keeping in relation to all the Council’s decisions (see below).

Monitoring Officer (Director of Legal Services)

- 1.21 The Monitoring Officer is responsible for promoting and maintaining high standards of conduct, including about financial matters, and therefore provides support to the Standards Committee. The Monitoring Officer is also responsible for reporting any actual or potential breaches of law or maladministration to the Council and/or to the Cabinet, and for ensuring that procedures for recording and reporting key decisions are operating effectively.
- 1.22 The Monitoring Officer must ensure that executive decisions and the reasons for them are made public as required by the Council’s Access to Information Procedure Rules. The Monitoring Officer must ensure that Councillors are aware of such decisions made by the Cabinet, a Council Officer, or anyone else acting on the Authority’s behalf, who have delegated executive responsibility.
- 1.23 The Monitoring Officer is also responsible for providing advice to anyone regarding who has responsibility or authority to take a particular decision. In relation to financial matters, s/he will consult with the Director of Finance before giving advice.
- 1.24 The Monitoring Officer is responsible for advising the Council or Cabinet about whether a decision is likely to be considered contrary to or wholly in accordance with the Policy Framework. Responsibilities for actions contrary to the budgetary framework lie with the Director of Finance.

External agencies and partnerships

- 1.25 Where, as a result of legislation or a decision of the Council or the Executive, as the case may be, part of the Council's or the Executive's functions are delivered by an associated organisation, funded partly or wholly by the Council, the organisation must submit for approval by the Council its own arrangements for corporate governance. These arrangements will incorporate the spirit of the Council's Financial Procedure Rules and will include the Council's right of access to financial information about the associated organisation and information of the Council processed by the third-party organisation. Whilst Cabinet is responsible for overall risk management and strategy, the Audit Committee shall monitor the specific Council risks in relation to partnerships as part of its governance role
- 1.26 Specific technical terms and conditions may be used when the Council is deemed the Accountable Body for external Government or other funding. Where the establishment of such terms and conditions is a condition of the funding, the obligations of and risk to the Council in its role will be set out in reports where approval to act as the Accountable Body is sought.
- 1.27 Schools with delegated budgets are subject to, and must comply with, the 'Oldham Scheme for Financing Schools', which has tailored these Financial Procedure Rules for use in those Schools.
- 1.28 A reference in the Financial Procedure Rules to the Director of Finance includes his or her nominees; and to an officer means any employee of the Council, or other persons contracted to carry out functions where these Financial Procedure Rules apply.

Staff and Councillors

- 1.29 All staff and Councillors within the Authority are required to maintain and provide the highest standards of financial management, integrity and administration in line with those Financial Procedure Rules. Their conduct is also set out in the relevant Codes of Conduct included at Part 5 of the Constitution which they must be aware of and comply with at all times.

Council Owned Companies

- 1.30 If the Council wants to set up an alternative delivery model for its services which involves the creation of a company including a Shareholding of the Council, it can only do so following consultation on the implications with the Director of Finance and the Director of Legal Services.

2. PREPARING AND MANAGING THE REVENUE AND CAPITAL BUDGET

Financial Planning Framework

- 2.1 It is a legal requirement for the Council to ringfence and separately manage many of its financial resources and expenditure. The main “ringfenced” areas include:
- Housing Revenue Account income and expenditure;
 - Income and expenditure relating to schools (including Dedicated Schools Grant);
 - Capital expenditure and resources;
 - The Collection Fund (Council Tax and Business Rates income)
- 2.2 Any income or expenditure which does not fall within the above categories is deemed to fall within General Fund (non-schools).
- 2.3 Ringfencing means that the Council is either not permitted or is heavily restricted in its ability to vire resources in or out of a particular ring-fenced area. For example, the Council is not generally permitted to use capital resources to fund revenue expenditure (an exemption to this exists for the period 2019/20 to 2021/22 in relation to expenditure incurred on transformational activity)
- 2.4 The situation is further complicated by the fact that certain resources within each of the above ring-fenced areas have to be earmarked to particular activities. For example, capital grants that have been provided specifically to finance particular schemes.
- 2.5 Having regard to all statutory ring-fencing arrangements, the Director of Finance, after consulting the Cabinet and the Senior Management Team, shall be responsible for designing and implementing the annual budget and medium-term financial planning. The Director of Finance is responsible for the preparation of a corporate revenue budget and advice on the setting of a Council Tax, a Capital Strategy and programme, a Treasury Management Strategy, a Housing Revenue Account budget and a Council Tax Reduction Scheme.

Preparation of the Corporate Plan

- 2.6 The Chief Executive is responsible for proposing the Corporate Plan to the Cabinet for consideration before its submission to the Council for approval. When compiling the Plan, and in conjunction with other members of the Senior Management, the Chief Executive will ensure that the plan is assessed and moderated by the Director of Finance

Budget Preparation

- 2.7 The Director of Finance will advise the Cabinet of each year about the detailed plans to prepare both the Annual Budget for the next financial year or two years and to update the five year Medium Term Financial Strategy. The budget process will then be prepared following the standards set out by the Director of Finance.

- 2.8 The Director of Finance, following the detailed work, will submit to the Budget Council meeting (usually held in February) each year a Medium Term Financial Strategy for the following three to five years, and budget planning totals for all services and central budgets.
- 2.9 Prior to final decision making, and in good time to allow meaningful consultation, the Council will make arrangements to consult with the public, partners and business community on the budget reduction proposals being considered for future financial years.
- 2.10 The Cabinet will consider these budget reduction proposals in detail and make its recommendations to the Council before the date set for the meeting of the Council which will determine the budget (Budget Council).
- 2.11 The Director of Finance will advise the Cabinet and the Council on the overall budget, the levels of Council Tax, the use of reserves and the need for contingency budgets/balances, the robustness of the estimates and affordability and prudence of capital investments and on the risks that may exist in relation to the forecasts of spending levels and income.
- 2.12 The Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors/Heads of Service will, in accordance with the Business Planning timeframe, produce draft service plans and budgets in accordance with the Budget Planning totals. These draft plans will explain the service changes proposed to be made, taking into account the Council's Corporate Plan, performance targets and the resources allocated.

Resource Allocation

- 2.13 The general level of balances and reserves to be maintained by the Council shall be calculated and recommended for approval by the Director of Finance using a risk based approach in advance of the setting of the Budget for the approaching financial year. This will support the budget decisions being taken at the Council meeting which sets the Council Tax. The level of balances and reserves shall be subject to regular review in the budget monitoring reports presented to Cabinet during the financial year. At the year-end as part of the production of the Annual Statement of Accounts the Director of Finance shall assess the risks facing the Council and prepare the Statements to minimise future unbudgeted expenditure including the assessment of required reserves in accordance with the Council's agreed policy on Reserves.
- 2.14 The Director of Finance is responsible for developing and maintaining a resource allocation process which: ensures due consideration of the Council's policy framework; and takes into account properly, current information on the Council's financial position and prospects for the future. It will also include over an annual review of the budget to ensure that the resources allocated to each budget heading remain appropriate in the light of corporate priorities, business developments and national and local spending trends.

Reporting

- 2.15 The Cabinet is responsible for ensuring that Service and Corporate Plans are implemented within the resources allocated in the Revenue and Capital Budgets. The Director of Finance will provide information on the Council's performance against the Revenue and Capital Budgets to Cabinet and the relevant Overview and Scrutiny Committee at regular intervals over the financial year. The report will include the projected out-turn on the agreed budgets, Collection Fund, Housing Revenue Account and Dedicated Schools Grant. In addition, and as appropriate, the Audit Committee will receive reports that include financial information on key partners and the progress made on issues identified with the Annual Governance Statement.
- 2.16 The general format of the budget proposed by the Cabinet to Council will follow that advised by the Director of Finance. The draft budget should include allocation to different services and projects, proposed taxation levels and any contingency funds/balances. The headings proposed will be those advised by the Director of Finance.
- 2.17 The Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors and Heads of Service will control income and expenditure within their areas of responsibility. They will monitor performance, taking account of financial information provided by the Director of Finance. They should report on actual variances within their own areas, and on the possible likelihood of them. They must also: alert the Director of Finance to any problems; consult with the Director of Finance about the remedial action necessary to avoid exceeding their budget allocations: and take the remedial action agreed.
- 2.18 CIPB is responsible for advising Cabinet on the overall financial commitments on the overall capital programme in accordance with the overall capital strategy agreed by Cabinet.

Managing Budgets

- 2.19 The Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors are responsible for managing budgets within their delegated authority. They must take action to avoid overspending budgets and report any difficulties to the Director of Finance.
- 2.20 The Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors should delegate authority to commit budgets to the appropriate level of management, make arrangements to set out clearly the extent of authority of managers, and review the performance of managers in managing these budgets.
- 2.21 The Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors must, in consultation with their financial support officers use the financial reports on the financial ledger and review their budgets on

a monthly basis. This must inform the regular budget monitoring undertaken by the Director of Finance.

- 2.22 The Director of Finance is accountable for all corporate and contingency budgets, which will be managed in the same way as service and activity budgets.
- 2.23 Where, as a result of a mistake or error by an officer, the Council becomes liable for any charges, penalties or additional expenses, such costs will be met by the Service in which the error is made.

Carry forwards and recovery of overspends

- 2.24 Carry forward is a mechanism for transferring budgetary resources from one year to the next, or vice versa. This will be determined during the production of the Statement of Accounts.
- 2.25 The Cabinet is responsible for determining changes to the Council's Revenue Budget arising from the carry forward process.
- 2.26 The Cabinet is responsible for recommending changes to the Revenue Budget arising from the carry forward process.
- 2.27 If the carry forward process is to be applied, there will be a presumption that underspending will only be allowed subject to a Directorate managing its resources in line with its agreed budget. All overspendings may be recovered in the following financial year following the advice of the Director of Finance.
- 2.28 The Council, in determining the Revenue Budget for a particular year, will review any arrangements for carry forward for that year and can change the guidance on advice from the Director of Finance.

Risk Management and Control of Resources

- 2.29 It is essential that robust, integrated systems exist to identify and evaluate all significant operational risks to the Council. These systems will be maintained by the proactive participation of everyone associated with the planning and delivery of Oldham Council's services to its citizens.
- 2.30 The Director of Finance is responsible for preparing the Council's Risk Management Strategy and Framework, which includes the approach to ensuring proper insurance cover, and for promoting the Strategy and Framework throughout the Council, and for ensuring advice to the Cabinet Member for Finance and Corporate Services on proper insurance cover.
- 2.31 The Cabinet is responsible for approving the Council's Risk Management Strategy and Framework. Monitoring of the effectiveness of risk management is undertaken by the Audit Committee on behalf of the Cabinet.

- 2.32 Internal Control is the systems of control devised by management to help ensure the Council's objectives are achieved in ways which promote economic, efficient and effective use of resources and which ensure that the Council's assets and interests are safeguarded.
- 2.33 The Director of Finance will advise the Council at all levels on the requirements for an effective system of Internal Control. Arrangements devised and implemented will ensure compliance with all applicable statutes and regulations, and other relevant statements of best practice. They will also ensure that public money is properly safeguarded; and is used economically, efficiently, effectively and in accordance with the statutory and other authorities which govern their use.
- 2.34 It is the responsibility of Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors to establish sound arrangements for planning, appraising, authorising and controlling their operations in order to achieve continuous improvement, economy, efficiency and effectiveness and for achieving their financial performance targets. In doing this they must consult as necessary with the Director of Finance about matters past and present and future which bear upon the framework of Internal Control.
- 2.35 The CIPB will develop and maintain sound arrangements for managing the Council's Capital Programme in accordance with the instructions of the Cabinet.

Production of Accounts

- 2.36 The Director of Finance shall consolidate and produce the Authority's statutory accounts. Accounts will be prepared in accordance with the relevant statutory requirements.
- 2.37 The Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors shall assist the Director of Finance to undertake the closure of their Directorate accounts which must be in accordance with the standards, timescales and format set by the Director of Finance.
- 2.38 The Director of Finance is responsible for ensuring that the Annual Statement of Accounts is prepared in accordance with the CIPFA/LASSAC Code of Practice on Local Authority Accounting in the United Kingdom. This will include an assessment of the financial risks facing the Council. The Audit Committee has delegated authority from the Council for approving the Annual Statement of Accounts.
- 2.39 The Director of Finance shall report to Cabinet and Council after the accounts have been audited the out-turn for the previous year for both revenue and capital, identifying the out-turn against budget.

Grants from third parties

- 2.40 Where a Head of Service proposes to accept grant funding from a third party or taking on accountable body status, which exceeds the sum of £50,000, then the Head of Service should, in advance of accepting the funding, seek an appraisal of that proposal which will involve the approval of the Director of Legal Services and Director of Finance.
- 2.41 Where the amount of the proposed third party grant exceeds the sum of £250,000, this will become a key decision and therefore a report to Cabinet will be required in order to gain approval to accept the funding.

3. CHANGES TO THE OVERALL AGREED REVENUE AND CAPITAL BUDGET

- 3.1 The Council will propose items during its normal course of business which could have financial implications to increase the overall agreed net revenue and/or capital budget of the Council. Where the expenditure is capital, the revenue implications also need to be calculated. Notification of Government grant funding often arrives late and is outside the normal budget approval cycles. If the net impact of a Government grant is neutral (i.e. the grant covers in full the anticipated expenditure) to the overall agreed budget, then the grant can be accepted, and funding committed in accordance with the grant conditions. Where there is additional cost to the Council, then in each case the potential commitment needs to be fully costed setting out the impact on the budget with details of how any additional cost will be financed and its performance effect. In all instances a report must be presented to Cabinet for consideration, but a capital matter must first be considered at the CIPB.
- 3.2 Any motion or report submitted to the Council which, if carried, would increase the Council's net revenue or capital budget or might otherwise contravene Financial Procedure Rules shall stand adjourned without debate and be referred to the Cabinet to receive a report on the detailed financial implications. When the Council reconvenes to consider the motion or report it shall receive the recommendation of the Cabinet on the matter before making a decision on the motion or report and on whether to effect any change to the Council's approved Budget.
- 3.3 In the event of urgency, the Council may consider such an item without delay on receipt of a report from the Cabinet Member with responsibility for Finance as to the financial implications.
- 3.4 All proposals which involve a change to the overall revenue or capital budget need to be considered in accordance with the advice of the Director of Legal Services and Director of Finance.

Virements

Revenue Budget Virements

3.5 The Cabinet is responsible for agreeing procedures for virements (the transfer of resources) between department, earmarked reserves and service budget headings. The framework that exists ensures that:

- Virement which is associated with a significant change in the level of service from that set out in the service plan must be approved by the Member with Portfolio in consultation with the Deputy Chief Executive or relevant Strategic Directors/Service Managing Directors
- Deputy Chief Executive/Strategic Directors/Service Managing Directors are responsible for formally approving, and for notifying to the Director of Finance, the record of their approval to in-year virements within service budget headings, and within the limits delegated to them. They must consult with the Director of Finance about all virements above the limits approved to them before allowing any action in respect of them to take place.
- A Deputy Chief Executive/Strategic Directors/Service Managing Directors may approve a virement in an approved budget head by a transfer from another approved budget head under the Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors control where: -
 - (i) both budget heads are cash limited; and
 - (ii) the virement does not exceed £100,000
- Directors and Heads of Service, in consultation with the Deputy Chief Executive/Strategic Directors/Service Managing Directors are authorised to transfer resources within a service budget subject only to the maximum amount of virement on any one activity not exceeding 5% or £50,000, whichever is the smaller.
- Where the aggregate of such virements exceeds £50,000 in a financial year, or where in the opinion of the Director of Finance it is appropriate to do so, the Director of Finance and the appropriate Deputy Chief Executive/Strategic Directors/Service Managing Directors. will jointly report to the relevant Member with Portfolio and the cabinet Member with responsibility for finance.
- The Director of Finance may approve an increase in an approved Department budget by a transfer from another approved Department budget under the control of another Chief Officer where: -
 - (i) both budget heads are cash limited; and
 - (ii) the variation does not exceed £25,000

- All virements above these limits must be approved by the relevant Members with Portfolios and Deputy Chief Executive/Strategic Directors/Service Managing Directors.

Note - "Approved budget" above means the original provision made when the annual budget was approved by Council, plus or minus any variation which has been approved subsequently.

Capital Budget Virements

The Council has agreed that CIPB will make recommendations on virements within the overall agreed capital plan of the Council in the following areas:

- Between programme areas. This will be actioned by the Deputy Chief Executive, People and Place in consultation with the Director of Finance and Cabinet Member for Finance and Corporate Services.
- Within approved programme areas. This will be actioned by the Deputy Chief Executive, People and Place in consultation with the Director of Finance and Cabinet Member for Finance and Corporate Services

Virements – General Protocols

- 3.6 The Director of Finance will report as part of the regular budget monitor to the Cabinet and the relevant Overview and Scrutiny Committee, summarising any variations of the annual estimates including transfers to and from earmarked reserves for consideration at that meeting.
- 3.7 A virement is specifically not allowed where the transfer of resources is from budgets for capital charges and statutory taxes and levies.
- 3.8 All virements will be recorded in a way prescribed by the Director of Finance, who will arrange for virements to be reported to the Cabinet.
- 3.9 Heads of Service are authorised to incur any expenditure included in the approved revenue budget for the Service, as amended by any virement.
- 3.10 Whenever a project is to be funded via prudential borrowing it shall be done in accordance with the Council's Borrowing Strategy.

4. CAPITAL PLAN PREPARATION AND MANAGEMENT

Responsibilities

- 4.1 The Council is responsible for agreeing the overall allocation of resources to the Council's Capital Strategy and Programme.
- 4.2 The Cabinet is responsible for recommending to the Council a multi-year Capital Strategy and Programme. The CIPB undertakes overall management

oversight for the Capital Strategy and Capital Programme on behalf of the Cabinet.

Capital Strategy and Programme Preparation

- 4.3 The Cabinet will submit to the Council each year a multi-year Capital plan with planning totals for the main programme areas for at least the three following years, to align with the Medium Term Financial Strategy.
- 4.4 The Capital Investment Programme Board determine the criteria for the selection of projects to form the Capital Programme. This will assist the Director of Finance to prepare a programme of capital schemes for consideration by Cabinet.
- 4.5 The Cabinet will recommend, and Council will approve the initial allocations to projects and programme areas.
- 4.6 CIPB will recommend the subsequent allocations of resources from programme areas to projects within the overall total agreed by Council
- 4.7 The Director of Finance will advise the Cabinet and the Council on the overall Capital Programme and levels of funding available.
- 4.8 Heads of Service are responsible for providing details of all projects in a format prescribed by the Director of Finance.

Capital Programme Management

- 4.9 The Cabinet is responsible for implementing the Capital Programme within the resources allocated. The Cabinet will provide summary monitoring information to the Council when required. The CIPB delivers the detailed implementation of the Capital Programme. CIPB operates in accordance with the principles set out in these Finance Procedure Rules.
- 4.10 The CIPB will recommend capital budget virements in accordance with the protocol set out at paragraph 3.5
- 4.11 The Leader of the Council may also delegate authority under Financial Procedure Rules 4.10 to individual Cabinet members, in consultation with Deputy Chief Executive, People and Place and key statutory officers. The Leader of the Council is required to determine arrangements for delegation, which may differ between service areas. The Leader may delegate to Directors authority to exercise virement within a programme area, provided that: -
 - (a) the spending on the whole programme area being contained within the resources allocated;

- (b) Directors report retrospectively to Cabinet on the use of this authority as part of the regular monitoring on the Capital Programme.

Such delegations will be recorded in a scheme of delegation to Cabinet members included at Part 3 of the Constitution.

- 4.12 All virement will be recorded in a way prescribed by the Director of Finance, who will arrange for virements to be reported to the Cabinet.
- 4.13 Heads of Service are responsible for managing programmes and projects. They must take action to avoid overspending the amounts provided in the Capital Plan and report any difficulties to the Director of Finance.
- 4.14 Heads of Service must prepare regular reports on the progress of projects in a format and to a timetable prescribed by the Director of Finance.
- 4.15 The Director of Finance will report to the Cabinet and the relevant Overview and Scrutiny Committee on the projected overall out-turn of the Capital Programme as part of the regular budget monitoring reports.
- 4.16 The inclusion of a project within the Capital Programme confers authority to proceed with planning applications and the completion of feasibility studies and option appraisals.
- 4.17 Heads of Service must prepare a business case in respect of each project before proceeding to detailed project design or land acquisition. The business case should be prepared in a format prescribed by the Director of Finance and must be considered by the CIPB. The Cabinet will in some instances decide that the business case should be prepared for a whole programme area, or a group of projects. The Cabinet may delegate its authority to recommend business cases to individual Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors in consultation with Cabinet members or CIPB.
- 4.18 Once a business case is approved, Heads of Service are authorised to proceed to detailed design and to commit to contracts providing: -
 - (a) that the total costs of a project including tenders or quotations, fees etc, are estimated to be less than or equal to the amount approved in the business case and the Capital Programme;
 - (b) that where the total costs of a project exceed the amount approved in the business case and the Capital Programme and the excess is within the agreed tolerance levels, the appropriate virement has been approved to finance the additional cost;
 - (c) all necessary external approvals, if any, have been obtained;
 - (d) the incurring of the expenditure has been authorised by the Director of Finance;

- (e) that any contracts over £50,000 shall be executed in accordance with the Contract Procedure Rules.
- 4.19 The tolerance levels set out in Financial Procedure Rule 4.18(b) will be calculated at 10% of the approved estimate or £25,000 whichever is the greater. If this tolerance level is exceeded the approval to proceed must be sought by reporting to Cabinet (which may be by inclusion of the issue within the regular capital monitoring report).
- 4.20 The Director of Finance will authorise the incurring of the full project costs provided he/she is satisfied that the approval will not give rise to any further expenditure not provided for in either the Capital Programme or the Revenue Budget.
- 4.21 During the completion of corporate projects totalling £250,000 and over, Heads of Service must co-operate with the completion of gateway reviews and the production of reports to CIPB setting out the outcomes from the project and whether these are matching the planned outcomes set out in the original business cases. Further phased expenditure on a project cannot be agreed until an appropriate business case has been recommended by CIPB and an appropriate report produced as per agreed delegations.

5. FINANCIAL SYSTEMS AND PROCEDURES

- 5.1 The Director of Finance is responsible for setting the standards of the operation of the Councils accounting and financial systems, the form of accounts and the supporting financial records. Any changes to the existing financial systems, processes or procedures; or the establishment of new systems to meet the specific needs of a Service must have prior written express approval of the Director of Finance before being implemented.
- 5.2 Heads of Service and key partners must ensure that officers understand and are competent to undertake their financial responsibilities and receive relevant financial training that has been approved by the Director of Finance
- 5.3 Heads of Service and key partners are responsible for the proper operation of financial processes in their own departments and must ensure that all financial, costing, and other statistical information is recorded fully and accurately.
- 5.4 Heads of Service and key partners must ensure that financial documents are retained in accordance with the Council's approved retention schedule.
- 5.5 As far as practicable, Heads of Service must make arrangements for the separation of duties between the carrying out of transactions and the examining and checking of transactions.

- 5.6 Any departure from using corporate accounting and financial systems must be approved and justified on cost/service grounds to the Director of Finance before the commitment to change is agreed.
- 5.7 The Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors together with key partners must ensure that, when appropriate, computer based, and other systems are registered in accordance with Data Protection Legislation and that staff are aware of and fulfil their responsibilities under freedom of information legislation.
- 5.8 Grant claims, financial returns and submissions must be completed by the relevant Heads of Service and authorised by the Director of Finance or their designated representative prior to submission to a Government Department or other external agency.
- 5.9 Any proposals to use leasing to finance any expenditure within the Council, excluding schools' budgets, should be subject to review by the Director of Finance or their representative to ensure the financial implications receive appropriate consideration.

INTERNAL AUDIT AND COUNTER FRAUD

Responsibility & Authority

- 6.1 Under the Accounts and Audit Regulations 2015 the Director of Finance must arrange and direct a continuous Internal Audit, which is an independent review of the accounting, financial and other operations of the Council. The Public Sector Internal Audit Standards (PSIAS) ("Standards") came into effect on 1 April 2013, replacing the 2006 Code of Conduct, and then revised in 2017. The Standards are mandatory for all central government departments, local government and agencies and have been developed based in global and national best practice. They are intended to promote professionalism, quality, consistency and effectiveness of Internal Audit across the public sector and for local authorities, are supported by CIPFA. Therefore, the scope, objectives and operation of Internal Audit in Oldham is that recommended by CIPFA and set out in the Standards.
- 6.2 The Head of Internal Audit (the Head of Corporate Governance performs that role for Oldham Council), or role(s) designate will report directly to the Chief Executive and the Chair of the Audit Committee in any circumstance where the functions and responsibilities of the Director of Finance are being reviewed. The Standards note that a professional, independent and objective internal audit service is one of the key elements of good governance, as recognised throughout the UK public sector. The Head of Corporate Governance, in accordance with the PSIAS, will provide an Annual Opinion on the overall internal control environment of the Council.
- 6.3 Internal Audit and Counter Fraud Staff have the authority to: -

- (a) enter at all times any Council premises or land or location from which Council services are provided;
- (b) have access to all property, records, documents and correspondence relating to all activities of the Council;
- (c) require and receive explanations concerning any matter; and
- (d) require any employee of the Council, without prior notice, to produce cash, stores or any other property for which they are responsible.

Reporting

6.4 The Director of Finance must report upon: -

- (a) the risks inherent in and associated with the operational/service processes and information technology.
- (b) the soundness, adequacy and application of the financial and other management controls and systems within each Service;
- (c) the extent of compliance with, and the financial effects of, established policies, plans and procedures;
- (d) the extent to which the organisation's assets and interests are accounted for and safeguarded from losses of all kinds arising from fraud, other offences, waste, extravagance and inefficient administration, poor value for money and other cause;
- (e) the suitability, accuracy and reliability of financial and other management data within the organisation; and
- (f) value for money aspects of service provision.

6.5 In respect of any Internal Audit and Counter Fraud report or communication issued, the Head of Service, and/or their nominated deputy, must reply within 3 weeks indicating the action proposed or taken, by whom and including target dates. Where a draft report is issued for initial comments a reply must be made within 2 weeks of issue.

6.6 The Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors responsible for an area of service provision / financial or other management system which is the subject of Internal Audit recommendations, must respond to Internal Audit and Counter Fraud requests for progress and status updates against previously agreed Internal Audit recommendations. This requirement exists until all recommendations are actioned satisfactorily.

6.7 The Head of Corporate Governance will report to the Audit Committee on a cyclical basis about the findings of Internal Audit and Counter Fraud the

progress on issues in the Directorate Risk Register and Assurance Statements in each of the Directorates. The Head of Corporate Governance will report the Annual Report and Opinion on the System of Internal Control for the year ended 31st March (year, as relevant) to the Audit Committee.

Investigations and Suspected Fraud or Corruption

- 6.8 The Head of Corporate Governance is responsible for the provision of an appropriate Counter Fraud service to minimise fraud risks and to investigate potential fraud and corruption. The Counter Fraud service at Oldham Council operates as recommended by CIPFA. The Cabinet Office also provide guidance on professional Counter Fraud standards across the public sector, and such guidance is followed in Counter Fraud activities undertaken by Oldham Council.
- 6.9 The Director of Finance is responsible for the development and maintenance of the Anti-Fraud & Anti-Bribery Strategy and for directing the Council's efforts in fraud investigation. The Director of Legal Services supported by the Head of Corporate Governance and People Services is responsible for the development of the Whistleblowing Policy and the Head of Corporate Governance is responsible for the assessment of Whistleblowing disclosures against the Public Interests Disclosure Act 1998 and reporting disclosures to the Monitoring Officer.
- 6.10 The Chief Executive and Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors must ensure that all Members and employees are: -
- a) aware of the Council's Anti-Fraud and Anti-Corruption Strategy;
 - b) aware of the Whistleblowing Policy;
 - c) operating in a way that maximises internal check against inappropriate behaviour; and
 - d) able to undertake the on-line training package on preventing fraud supported by the Council.
- 6.11 It is the duty of any officer who suspects or becomes aware of any matter which may involve loss or irregularity concerning cash, stores or other property of the Council or any suspected financial irregularity in the operations or exercise of the functions of the Council to immediately advise their Head of Service. The Head of Service concerned must immediately notify the Director of Finance who may take action by way of investigation and report.
- 6.12 Where, following investigation, the Director of Finance considers that there are reasonable grounds for suspecting that a loss has occurred as a result of misappropriation, irregular expenditure or fraud, consultations will be held

with the Head of Service on the relevant courses of action, including the possibility of police involvement and the invoking of any internal disciplinary procedure in accordance with the relevant conditions of service.

- 6.13 Where there are sufficient grounds to believe that a criminal act may have been committed and it is agreed to refer the matter to the Police for investigation, this should be recorded on a central log of “matters referred to the Police” maintained by Internal Audit and Counter Fraud.
- 6.14 The Head of Corporate Governance shall on an annual basis maintain and update the Fraud and Loss Risk Assessment of the Council.

7. INSURANCE

- 7.1 The Director of Finance, in consultation with Heads of Service is responsible for assessing insurable risks and for arranging all insurance cover, including the management and control of the insurance fund. He/she will control all claims and maintain records of them.
- 7.2 Heads of Service must promptly notify the Director of Finance in writing of all new risks or assets to be insured and of any alterations affecting existing insurances. All insurances held must be reviewed on an annual basis.
- 7.3 In the event of any insurance claim or occurrence Heads of Service must: -
- (a) not admit liability where this may prejudice the outcome of any settlement;
 - (b) promptly notify the Insurance Portfolio Manager in writing, of any loss, liability, damage or any event likely to lead to a claim; and
 - (c) inform the Police in the case of loss or malicious damage to Council property.
- 7.4 Heads of Service must consult the Director of Finance and the Director of Legal Services as to the terms of any indemnity the Council is required to give.
- 7.5 The Director of Finance will determine the extent of insurance cover which must be provided for in any external contract for the supply of goods, works or services. The Director of Finance, in consultation with the Head of Service and Director of Legal Services, may reduce the cover requirements in respect of specific contracts.

8. ASSETS

- 8.1 Heads of Service are responsible for the care and custody of all current and fixed assets of the relevant service (including stocks, stores, inventory items and all other items used for the Council's purposes, including property). These items must only be used for the authorised purposes of the Council.

Assets must be recorded in Oldham Council's Asset Register, in accordance with the CIPFA Code of Practice.

- 8.2 Heads of Service must ensure that contingency plans exist for the security of assets and the continuity of service in the event of any disaster, significant event, or system failure. Whilst the Council's Emergency Plan, and its Disaster Recovery Plan for Information Systems are the main devices to be used and followed by the Deputy Chief Executive/Strategic Directors/Managing Directors and Directors, they are not exhaustive, and should be added to or improved upon by them when necessary.

Disposal of Assets

- 8.3 Surplus or obsolete goods, materials and inventory items are to be disposed of by agreed transfer to another Service, competitive sale or public auction in accordance with both Contract Procedure Rules and the Land and Property Protocols, except when the Cabinet instructs otherwise. Where appropriate, the Council's Asset Register should be amended accordingly.
- 8.4 Leased items should only be disposed of in accordance with the instructions of the lessor.

Stores

- 8.5 Heads of Service must keep records of all stock held and certify the value for accounting purpose at 31 March of each year. The Director of Finance will determine which items will be subject to stock accounting, the methods of recording and valuation.
- 8.6 Heads of Service must arrange periodical or continuous checks of stock. This should be by persons independent of the management of the stock. These arrangements must ensure that all items of stock are checked at least once per year. The Director of Finance will be notified of any discrepancies revealed by periodic checks and is authorised to amend records accordingly.
- 8.7 Stock holdings should be kept at minimum levels consistent with normal working practices

Inventories

- 8.8 Heads of Service are responsible for ensuring that detailed inventories of all land, buildings, equipment, furniture, fittings, vehicles, plant and machinery are compiled and kept up to date. New inventory items must be entered promptly, and redundant items deleted and disposed of in accordance with Financial Procedure Rule 8.3. The form of inventory and the type of assets recorded thereon will be determined by the Director of Finance after consultation with the appropriate Head of Service.
- 8.9 The inventory should include: -

- (a) the nature, type, model, serial number, location, quantity, value, date of acquisition;
 - (b) all items of, or collection of similar items valued at, more than £100;
 - (c) items of a lesser value which are portable and attractive; and
 - (d) evidence to indicate an annual inspection has been carried out.
- 8.10 When Council assets are loaned to employees, other Council services or other organisations, the Head of Service must record the reason for the loan, date/periods and name of the receiver.
- 8.11 Inventory items must be security marked, stamped or engraved with the Council's name.
- 8.12 Each Head of Service is responsible for ensuring that an annual check is made of all items on the inventory and must notify the Director of Finance of any discrepancies revealed by these checks.

Asset Register

- 8.13 The Director of Finance must ensure that an Asset Register in accordance with agreed auditing standards is maintained. This will include all land and property
- 8.14 Each Head of Service must immediately notify the Director of Finance of the acquisition of any asset having a value of £10,000 or more.
- 8.15 Each Head of Service must immediately notify the Director of Finance of the disposal (or transfer to another Service) of any asset (or part of any asset) which is included on the Asset Register.
- 8.16 In respect of any item acquired by lease the inventory must be marked with the name of the leasing company and the date of expiry of the lease agreement. When requested by the leasing company the item must be suitably marked as the property of that company.

Land and Property Assets

- 8.17 The Deputy Chief Executive, People and Place must ensure that the detailed record of all land and property owned by the Council is included in the Council's Asset Register.
- 8.18 The Director of Legal Services is responsible for the security and custody of all title deeds and must maintain a suitable register.
- 8.19 The disposal of land and property is dealt with additionally in Contract Procedure Rules and through the Land and Property Protocol.

9. SECURITY

Security of Assets

- 9.1 All staff are responsible for maintaining proper security at all times for all buildings, stocks, stores, furniture, equipment, cash and any other assets for which they are responsible. The Director of Finance must be consulted to establish adequate security arrangements.
- 9.2 All keys to safes and other places containing money, goods or other valuables are to be the responsibility of specified officers who must retain possession of such keys at all times. A register of keys and their holders must be maintained by each Head of Service. The loss of any key must be reported immediately to the Head of Service who must record details of the circumstances of the loss, and take such action as is necessary to protect the property of the Council.
- 9.3 Maximum limits for cash holdings in each separate establishment are to be agreed with the Director of Finance and must not be exceeded without permission.

Security of Information

- 9.4 All staff must maintain proper security, privacy and use of information held in computers and all other recording systems under their control. Heads of Service must ensure that: -
- (a) all employees are aware of and comply with the Council's Information Security and Information Management policies;
 - (b) all sensitive information is protected from unauthorised disclosure;
 - (c) the accuracy and completeness of information and software is safeguarded;
 - (d) software and other intellectual property is used only in accordance with licensing agreements;
 - (e) Data Protection legislation is complied with;
 - (f) the Freedom of Information Act and Environmental Information Regulations are complied with;
 - (g) proper controls to system and physical access are in place;
 - (h) the Council's intellectual property rights are protected; and
 - (i) data taken off site by staff has the appropriate security such as encryption in place to protect the data should it be lost.

Security of Property Relating to Clients and Customers

- 9.5 Heads of Service must provide detailed written instructions on the collection, custody, investment, recording, safekeeping and secure disposal of customer/clients' property (including instructions on the disposal of property of deceased clients) for all staff whose duty is to administer, in any way, the property of clients. Due care should be exercised in the management of a customer or clients' money in order to maximise the benefits to the customer/client.
- 9.6 The Council is responsible for taking reasonable care of all items of property found by staff or members of the public on Council premises until the items are reclaimed or disposed of. Each Head of Service must nominate officers who are responsible for the custody of lost property and keep a register of such property received, detailing the item, date, time, name and address of finder and how and to whom the property is returned or disposed of. The information Management Team must be informed of any loss for which the Council is the data controller, in line with the Security Incident Management policy.
- 9.7 Heads of Service may seek Cabinet authority on how lost property will be dealt with. Otherwise, if the lost property is not claimed within three months it vests in the Council. The Head of Service will then determine if the item is of value for use by the Council and arrange for its use for this purpose. All other items are to be disposed of by sale in accordance with Contract Procedure Rules.

Security Passes

- 9.8 All staff who are located in offices are responsible for accessing the building in accordance with management instruction. This will include keeping their staff security badges secure and reporting any loss promptly to their line manager.

10. TREASURY MANAGEMENT

Policies and Strategies

- 10.1 The Council has adopted requirements of the Ministry of Housing, Communities and Local Government (MHCLG) Investment Guidance, the MHCLG Minimum Revenue Provision Guidance, the Chartered Institute of Public Finance and Accountancy (CIPFA) Prudential Code and the CIPFA Treasury Management Code.
- 10.2 The Council is responsible for adopting:
- (a) A treasury management policy statement, setting out the policies and objectives of its treasury management activities, and treasury management practices, setting out how those policies and objectives

will be achieved and how treasury management will be managed and controlled.

- (b) An Annual Investment Strategy, determining the type and level of investments to be entered into over the coming year together with a policy on risk management and a creditworthiness policy, and the level of investment in specified and non-specified investments
 - (c) The Minimum Revenue Provision policy and the Borrowing Strategy.
- 10.3 The Director of Finance will prepare a report before each financial year recommending a treasury management strategy and investment plan, and subsequently an annual report after the end of the year. In addition, there will be a mid-year treasury management update including performance in relation to prudential indicators. Each of these reports must be considered by Cabinet where there will be a recommendation to Council where there will be final approval.
- 10.4 The Audit Committee is responsible for the detailed scrutiny of treasury management policies, procedures and practices and reviewing all treasury management reports (including reports presented to Cabinet and Council) However, the relevant Overview and Scrutiny Committee will also undertake scrutiny of the Treasury Management Strategy as part of its budget scrutiny function.
- 10.5 The Director of Finance is responsible for the execution and administration of treasury management decisions in accordance with the policy statement and agreed practices as set out at in the Treasury Management Strategy Statement report presented to Budget Council.

Administration

- 10.6 All money under the management of the Council is to be aggregated for the purposes of treasury management and will be controlled by the Director of Finance.
- 10.7 Investments other than bearer securities are to be in the name of the Council or nominee approved by the Cabinet. All borrowings are to be in the name of the Council.
- 10.8 The Director of Finance will select the Council's Registrar of stocks, bonds and mortgages and must maintain records of all borrowings by the Council.
- 10.9 A suitable register must be maintained in respect of all investments, securities, bearer securities and borrowings.
- 10.10 The Director of Finance will arrange all loans. The Director of Finance is to be informed of all leases entered into by Service Managers.

Trust Funds

- 10.11 All trust funds are to be, wherever possible, in the name of the Council. Officers acting as trustees by virtue of their official position must deposit all documents of title relating to the trust with the Director of Legal Services (unless the Trust Deed otherwise directs) who must maintain a register of all such documents deposited.

11. BANKING ARRANGEMENTS, CHEQUE SIGNING AND IMPREST ACCOUNTS

Banking Arrangements

- 11.1 All of the Council's banking arrangements are to be approved by the Director of Finance, who is authorised to operate such bank accounts as he or she considers appropriate.
- 11.2 Bank accounts must not be opened without the approval of the Director of Finance. Where a bank account is opened, the account name must describe the purpose of the account. All new accounts should be named in the format Oldham MBC, XYZ Account.

Cheques and Electronic Payments

- 11.3 Payments to suppliers and employees will all be made by electronic means unless there is specific agreement with the Director of Finance to use another method.
- 11.4 All cheques are to be ordered only in accordance with arrangements approved by the Director of Finance, who is to ensure their safe custody. Cheques drawn on the Council's main bank accounts must either bear the facsimile signature of the Director of Finance and or be signed in manuscript by him/her or other authorised officers. All alterations and amendments are to be signed in manuscript by the Director of Finance, or other authorised officers.
- 11.5 Banking arrangements made for authorisation of payments to be made or received under electronic transfer are to be in a form approved by the Director of Finance.
- 11.6 There will only be cash advances made in relation to money for clients associated with care or specific exemptions agreed by the Director of Finance.

Imprest Accounts

- 11.7 Heads of Service will determine what amount is appropriate for an individual imprest subject to any limit set by the Director of Finance, and keep a record of every imprest issued, including the name of the imprest holder, amount and location.

- 11.8 Any imprest holder (or sub imprest) must at any time account for the total imprest if requested to do so by the Director of Finance and keep adequate records in a form approved by the Director of Finance and supported by valid (VAT) receipts. On ceasing to be responsible for an imprest account the officer must account promptly to the Head of Service for the amount advanced.
- 11.9 Payments from imprest accounts are to be limited to minor items of expenditure and to any other items approved by the Director of Finance.
- 11.10 Where deemed appropriate by an imprest account holder a sub-imprest may be provided to another officer for which the main imprest account holder must obtain and retain an acknowledgement. In all cases where this occurs the main imprest holder must notify the Head of Service.

12. INCOME

- 12.1 The Revenue Budget report presented to the relevant Overview and Scrutiny Committee for scrutiny prior to the start of each financial year will include proposals for fees and charges, including any amendments, for the forthcoming financial year. This will be prepared by the Director of Finance in consultation with Heads of Service/Directors. After comments from the Overview and Scrutiny Committee, the final approval of fees and charges will align with the budget process with a report to Cabinet with a recommendation to Council. Any amendments in year should be reported to Cabinet for approval.
- 12.2 The methods of collecting, recording and banking of all income due to the Council are to be approved by the Director of Finance.
- 12.3 The Director of Finance must be notified, in accordance with practices agreed with the relevant Head of Service, of all income due to the Council and of contracts, leases and other agreements and arrangements entered into which involve the receipt of money by the Council.
- 12.4 Heads of Service must ensure that to the maximum extent possible income is collected by electronic means.

Collection and Banking of Income

- 12.5 Heads of Service must make appropriate arrangements for the control and issue of all receipt forms, books, tickets, ticket machines or other acknowledgements for money.
- 12.6 All income received by the Council must be acknowledged by the issue of an official receipt or by another approved method indicating payment has been received.
- 12.7 All money received by an officer on behalf of the Council must be paid to the Council's bank account as the Director of Finance may determine, at

intervals taking account of the security of the premises. No deductions are to be made from such monies unless specifically authorised by the Director of Finance. Personal cheques must not be cashed out of monies held on behalf of the Council. Refunds must be made through the payments system.

- 12.8 Arrangements for opening incoming mail must ensure that any money so received is immediately recorded.
- 12.9 Every transfer of official money from one officer to another must be evidenced in the records of the services concerned by the signature of the receiving officer.
- 12.10 All requests to collect income using card machines require the approval of the Director of Finance. The Service requesting the card machines shall fund, from their own budgets, any expenditure required so the process is compliant with the Payment Card Industry Data Security Standard (PCI DSS).

Discrepancies in accounting records

- 12.11 Each Head of Service must maintain a detailed record of all discrepancies in records including cash surpluses and deficiencies in a manner approved by the Director of Finance, and these must be recorded in the Council's accounts.
- 12.12 The Head of Service must investigate any apparent patterns of discrepancies.
- 12.13 Where such discrepancies are in excess of £100 individually, or in total within any period of 1 month, the Head of Service concerned must immediately investigate and notify the Director of Finance who may undertake such investigations as he/she deems appropriate.

Debtors

- 12.14 Wherever possible, payment should be obtained in advance or at the time of provision of a service, goods, letting or works.
- 12.15 Where credit is given, Heads of Service must ensure that the credit status of each customer is satisfactory. Heads of Service are responsible for arranging for staff to raise debtor accounts using the financial ledger approved by the Director of Finance immediately a debt falls due. Each Head of Service, in conjunction with the Director of Finance must maintain adequate records to ensure that all credit income due to the Council is promptly recovered. Where services are proposed through the year's accounts, they should be raised on a monthly basis to the body in receipt of the service.
- 12.16 Each Deputy Chief Executive/Strategic Director/Service Managing Director/Director own Scheme of Delegation must identify employees authorised to act on that Deputy Chief Executive/Strategic Director/Service

Managing Director/Director's behalf, or on behalf of the Cabinet, in respect of: income collection, together with the limits of each person's authority

Debts including Council Tax, Business Rates, Sundry Debt, Housing Benefit Payments

- 12.17 The Head of Service responsible for managing the contract to collect Council Tax, Business Rates, Sundry Debt and Housing Benefit Overpayments shall regularly review the level of debts due and ensure, in conjunction with the Director of Finance, the adequate provisions required for bad and doubtful debts. Authorisation of write off for individual debts is as follows at this stage:
- a) Individual debts less than £60 by The Unity Partnership Ltd as the agreed Council contractor. Each quarter The Unity Partnership Ltd shall submit a report to the Director of Finance detailing these write offs.
 - b) Individual debts up to £2,500 by the Head of Service.
 - c) Individual debts up to £5,000 by the Director of Finance.
 - d) Individual debts over £5,000 by Cabinet.
- 12.18 As part of the closure of the final accounts the Director of Finance shall undertake a detailed review of the outstanding debts owed to the Council and write off amounts deemed irrecoverable prior to the draft annual accounts being submitted to the Audit Committee for approval. The individual debts written off as part of this process shall be reported to the Cabinet Member Finance and Corporate Services.
- 12.19 The 'writing off' of a debt does not absolve a Head of Service of the responsibility to collect such debts, and the position in relation to such debtors is to be monitored by the Head of Service.
- 12.20 Where the Director of Finance considers that individual services have not raised debtors accounts in a prompt manner the officer may calculate the interest lost to the Council and charge this amount to the service budget.
- 12.21 On an annual basis Heads of Service will review the level of debtors' accounts in their particular area which remain unpaid. This will be discussed with the Director of Finance and/or their representative and provision made for any amounts which require a provision to be made for bad debts at the end of the financial year.
- 12.22 The amount of income to be credited in respect of sundry debts to individual Directorate accounts shall be determined by the Director of Finance with a clear reference to the actual cash amount received by the Council.

13. ORDERING AND PAYING FOR WORK, GOODS AND SERVICES

General

- 13.1 Every Officer and Member of the Council has a responsibility to declare any links or personal interests that they may have with purchasers, suppliers and/or contractors if they are engaged in contractual or purchasing decisions on behalf of the authority, in accordance with appropriate codes of conduct. These interests should be registered with the Director of Legal Services as per the Council's agreed procedures.
- 13.2 Public money must be spent with demonstrable probity and in accordance with the Council's policies, including ensuring suppliers' compliance with taxation in accordance with resolutions of Council. Where appropriate a valid purchasing order shall be raised. Local Authorities have a statutory duty to achieve best value in part through economy and efficiency and the Council's procedures (Contract Procedure Rules, Scheme of Delegation, Financial Procedure Rules and in accordance with Procurement Policy and Practice) must be followed to help Directorates obtain value for money from their procurement arrangements.
- 13.3 Whilst Contract Procedure Rules have a threshold for written competitive quotations, it is nevertheless an obligation on officers to be able to show that they have received value for money at much lower levels than the formal requirement of these rules.
- 13.4 Where the Council has corporately negotiated contracts for goods, services or works, Directorates shall normally use these contracts for such supplies. Information on these contracts can be obtained from the Corporate Procurement Section. Where the Council is also the supplier of a service, officers ordering shall always give the in-house provider the opportunity to quote for the supply.
- 13.5 Heads of Service must ensure that all valid invoices are paid as a minimum within 30 days of receipt. Suppliers should be encouraged to participate in the early discount scheme of the Council and that invoices are submitted in a timely manner to maximise the amount of early payment. In payment of invoices all officers should comply with the detailed guidance issued by the Director of Finance. This includes an analysis where appropriate that a supplier is financially robust to receive all payments via the early payments scheme.
- 13.6 The Director of Finance will determine the method and frequency of payment from one of the Council's main bank accounts, except for: -
- petty cash and other imprest accounts
 - delegated bank accounts approved by the Director of Finance.

Raising orders

- 13.7 All orders for goods, services and works shall be made using the Council's agreed procurement system, A1. Unless agreed by the Director of Finance as an agreed exception orders should be issued in advance of the receipt of the service and invoice.
- 13.8 Each Deputy Chief Executive/Strategic Director/Service Managing Director/Director's own Scheme of Delegation must identify employees authorised to act on that Deputy Chief Executive/Strategic Director/Service Managing Director/Director's behalf, or on behalf of the Cabinet, in respect of payments and orders, together with the limits of each person's authority.
- 13.9 Heads of Service must approve a schedule of Council officers authorised to raise requisitions, undertake approvals up to order and invoice stages and to supply their names, job titles and authorised approval levels to the Director of Finance. The schedule must be reviewed at least once per year.
- 13.10 By approving a requisition the approving officer indicates that satisfactory checks have been carried out to ensure that: -
- (a) The authoriser of the order should be satisfied that the goods and services ordered are appropriate and necessary.
 - (b) The order value indicates that prices, extensions, calculations, discounts, other allowances and all relevant taxes are correct.
 - (c) Payment will be processed via a proper tax invoice.
 - (d) The proposed expenditure will be properly incurred, is within budget, and has been charged to the appropriate budget.
 - (e) Entries will be made in asset registers, inventories, stores and other records as appropriate.
 - (f) The order has not been processed previously.
 - (g) The commitment is a proper liability of the Council.

There should be adequate controls to agree invoice values to contracts or non A1 orders where a dispensation has been received for not using A1 ordering as detailed in section 13.7. The supplier's sales invoice reference should be recorded in spreadsheet format by the budget holder's department to allow the tracing of invoices input to A1 in the absence of an A1 purchase order reference.

- 13.11 The correct receipt of goods shall be acknowledged by recording the details on A1 or the signature of an appropriate officer who checks for quantity and quality to the details set out on the delivery note to validate the receipt of

goods or services. This should not be the same officer who has approved the order.

- 13.12 Signed delivery notes shall be matched and checked to the appropriate electronic order and retained as a record of receipt of the delivery.
- 13.13 System procedures must be followed for the treatment of part or incorrect deliveries and the system updated appropriately.
- 13.14 Goods shall be held with appropriate security and entered into stores or an inventory, if appropriate (see section 7). Permanent valuable items shall be marked as the property of Oldham Metropolitan Borough Council. This does not apply to equipment leased by the Council, which shall be marked to indicate the equipment is leased in such a way as not to deface the equipment.

Paying invoices

- 13.15 Payments shall only be made in respect of goods or services properly received on receipt of an official invoice from the supplier. The invoice must contain, if appropriate, the company registration and VAT numbers and valid Purchase Order number. Failure to quote an order number will not allow the Council system to match with the original purchase order and as a result the invoice will be returned to the sender for the inclusion of this data.
- 13.16 Invoices will be received and processed by the Accounts Payable Team, who will electronically scan the invoices, which will be matched by the system to the relevant order and goods/services received record and passed for payment if within system tolerances.
- 13.17 An exception to this matching process relates to non-order invoices input under the dispensation rule detailed in 13.7 above where the budget holder effectively gives retrospective order approval after an invoice has been input.
- 13.18 Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors are responsible for ensuring that undisputed invoices are processed for payment within a maximum of 30 days from receipt of the invoice.

Advance Payments

- 13.19 Where a supplier or contractor requires payment prior to the despatch of goods or the provision of services, an official order signed by a duly authorised officer and clearly marked that payment is to be made before receipt of the goods or services must be completed. A pro forma invoice or supplier's order form detailing fully the goods/service to be obtained must be approved by an officer authorised to certify invoices and retained as a record of the payment made.

Transparency Agenda

13.20 As a part of Transparency Agenda the Council shall publish all individual transaction for expenditure in excess of £500 on a monthly basis.

14. PAYMENT CARDS

14.1 All arrangements regarding payment and procurement cards must be approved by the Director of Finance.

14.2 Heads of Service in conjunction with Director of Finance will determine the credit limit for individual payment and procurement cards.

14.3 Each cardholder will ensure safe custody of the card and not exceed their monthly limit.

14.4 Cards may be used only in accordance with the approved scheme and for legitimate expenses incurred by the cardholder in the course of official Council business.

They must not be used: -

(a) to circumvent the procedures for the ordering of and payment for, goods and services under these regulations; or

(b) to purchase items for the private or personal use of cardholders.

14.5 Each cardholder must ensure that all expenditure incurred is supported by adequate records and in respect of payment cards, a VAT receipt is obtained to support all expenditure.

15. SALARIES, WAGES AND PENSIONS

15.1 All payments of salaries, wages, pensions, compensations, gratuities, allowances and other emoluments to current or former employees and Members are to be made by the Councils Payroll Service (which is provided by the Unity Partnership) or an agreed payroll provider (in relation to schools) in accordance with information supplied by the Head of Service. All payroll transactions must be processed through the Council's payroll system. This will include all Members and Officers expenses which are to be paid in arrears by payroll.

15.2 Heads of Service must ensure that appointments of all employees and agency staff are in accordance with the appropriate Conditions of Service of the Council or any approved scheme of delegation, and are within the approved budgets, grades and rates of pay. Any variations of terms and conditions must be in accordance with arrangements approved by the Director of Workforce and Organisational Design.

Records

- 15.3 Heads of Services must maintain adequate records to notify the Payroll Service of all appointments, resignations, dismissals, and retirements together with changes in pay rates, bonuses due, overtime worked and other matters affecting remuneration, and provide all information to ensure that the correct adjustments are made in respect of absences, pensions, income tax, national insurance, sickness and maternity pay and any other additions, to or deductions from pay. Heads of Service must also advise the Payroll Service of any employee benefit in kind to enable reporting for taxation purposes.
- 15.4 Time records and other pay documents must be maintained in a manner approved by Unity and be certified by the Head of Service or other authorised officers. A record of all authorised officers must be maintained together with specimen signatures, a copy of which will be sent to the Payroll Service.
- 15.5 Access to Payroll Data shall be made available to authorised Council representatives by all audit providers to the Council.

Overpayments

- 15.6 The Director of Finance is authorised to write-off any net overpayment of salary/wage where death-in-service of an employee occurs, except where the Council holds a statutory obligation to recover such overpayments. All other overpayments of pay must be treated for the purposes of recovery and write off in accordance with Financial Procedure Rule 12.

16. TRAVEL, SUBSISTENCE AND OTHER ALLOWANCES

- 16.1 Payment of all claims is to be made via payroll or under other arrangements approved by the Director of Finance and must be in accordance with Schemes of Conditions of Service adopted in respect of the employee to which the payment relates.
- 16.2 All claims for payment of car allowances, subsistence allowances, travelling and incidental expenses, must be made by the payroll system. The on-line system provides for certification by the Head of Service or authorised officer under individual Deputy Chief Executive/Strategic Director/Service Managing Director/Director's schemes of delegation.
- 16.3 The certification of a claim by or on behalf of a Head of Service is taken to mean that the certifying officer is satisfied that the journeys were authorised, the expenses properly and necessarily incurred and that the allowances are properly payable by the Council. Expense claims which relate to a period more than 6 months before the date of submission will not be paid, except in special circumstances agreed by the Director of Finance.

17. TAXATION

- 17.1 The Director of Finance is responsible for advising the Council / Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors on all taxation issues that affect the Council.
- 17.2 Each Head of Service must ensure taxation is treated correctly and consult with the Director of Finance in the event of any uncertainty as to any taxation treatment. Should an error in taxation occur due to the failure of a Head of Service to follow an appropriate procedure then there shall be a charge against that Services budget.
- 17.3 The Director of Finance will maintain the Council's tax records, make all tax payments, receiving tax credits and submitting tax returns by their due date as appropriate, as well as lead and co-ordinate discussion or negotiations with the Her Majesty's Revenue and Customs about any taxation matter.

18. GIFTS AND HOSPITALITY

- 18.1 A separate Code of Conduct is available which sets out how officers and members should deal with issues such as receipt of personal gifts and offers of hospitality. All officers and members need to be aware of the requirements of the Code and ensure they are followed. All gifts and offers of hospitality over £25 need to be registered with the Director of Legal Services.

19. UNOFFICIAL AND VOLUNTARY FUNDS

- 19.1 These regulations relate to funds administered by officers of the Council, the accounts of which are not included in the Authority's accounts.
- 19.2 Any proposed unofficial funds require the prior approval of the Head of Service concerned who must maintain a record of all such funds and ensure that officers are appointed to administer each fund.
- 19.3 A separate bank account must be maintained for each fund (in the name of the fund) and fund monies must be kept separate from Council monies.
- 19.4 Heads of Service must ensure that they receive a copy of the accounts of each fund and a certificate in the prescribed form from the auditors or independent examiners of each fund that has to be audited or independently examined. Such accounts are to be prepared annually, and at the completion of the purpose for which the fund was set up.
- 19.5 The Director of Finance is to have access to any records relating to such funds and be immediately informed of any irregularities which arise in connection with them.

20. FINANCIAL CONTROL OF WHOLLY OWNED COMPANIES, PARTNERSHIPS, JOINT VENTURES, ASSOCIATED ORGANISATIONS AND SIMILAR ARRANGEMENTS

Working in Partnership with Associated Organisations

- 20.1 The Director of Finance is responsible for promoting and maintaining the same high standards of financial administration in wholly owned companies and partnerships that apply throughout the Council, or advising the Cabinet where he/she is aware that arrangements within a partnership are in conflict or are uncertain compared with the practices adopted by the Council.
- 20.2 The Director of Finance must ensure that the accounting arrangements to be adopted relating to wholly owned companies, partnerships and joint ventures are satisfactory, and must; -
- (a) consider the overall corporate governance arrangements and legal issues when arranging contracts with the wholly owned company/partner/joint venture or associated organisation.
 - (b) ensure that the risks have been fully appraised before agreements are entered into with the wholly owned company/partner/joint venture or associated organisation.
- 20.3 Heads of Service must ensure that in all grant agreements, contribution to partnerships and where appropriate in agreed contracts for the supply of works, goods and services, the Director of Finance has access to the accounts, records and all other documentation, and is entitled to seek explanations from Officers of the funded organisation regarding the deployment of the Council's funding payment.

Working for Other Organisations

- 20.4 Heads of Service are responsible for ensuring that approval is obtained from the Director of Finance and Director of Legal Services before any negotiations commence in relation to the provision of works or services to other organisations expected to exceed £10,000.
- 20.5 The Cabinet is responsible for approving the contractual arrangements for any work for other organisations expected to exceed £100,000. The Director of Finance may agree contractual arrangements below this level.
- 20.6 Heads of Service must ensure that any proposed arrangement to work for other organisations does not impact adversely upon the Services provided to or by the Council. All agreements, contracts or arrangements must be properly documented, and appropriate information must be provided to the Director of Finance to enable a note to be entered into the Council Statement of Accounts concerning material items.

Grants and Loans to Other Organisations

- 20.7 Where a Head of Service proposes to offer a loan to any organisation in excess of £10,000, he/she may do so only following: -

- (a) a full financial appraisal of the organisation to which the loan is to be granted, by the Director of Finance;
- (b) a full financial appraisal of the project to which the loan relates, by the Director of Finance; and
- (c) the execution of a legal agreement approved by the Director of Legal Services
- (d) It is in accordance with the agreed Council procedures on loans to third party organisations.

20.8 Where a Head of Service proposes to offer any grant in excess of £10,000, he/she may do so only;

- (a) where this accords wholly within the approved grants policy of the Council; or
- (b) following a full financial appraisal by the Director of Finance of the accounts of the organisation and an analysis of the necessity or otherwise of the funding proposal to be made and on the execution of a legal agreement approved by the Director of Legal Services.
- (c) In accordance with agreed Council procedure on grant support to third party organisations.

21. WORKFORCE

21.1 The Head of Paid Service is responsible for ensuring that there is proper use of the evaluation or other agreed systems for determining the remuneration for a job.

21.2 The Deputy Chief Executive/Strategic Directors/Service Managing Directors/Directors are responsible for controlling total numbers in the workforce and its cost by:

- Advising the Cabinet on the budget necessary in any given year to cover the workforce levels previously approved by the Deputy Chief Executives/Strategic Directors/Service Managing Directors/Directors.
- Adjusting the workforce to levels that can be funded within approved budget provision, varying the numbers provided (though not the remuneration, or levels of remuneration for the specific categories of the workforce) as necessary, within that constraint, in order to fulfil operational needs.
- The proper use of appointment procedures.
- Ensuring an establishment list which includes job titles, names and contact details is prepared and maintained for their Directorate.

22. MONEY LAUNDERING

- 22.1 The legislation concerning money laundering impacts on local authorities. Potentially any member of staff could be caught by the money laundering provisions if they suspect money laundering and either become involved with it in some way and/or do nothing about it. The Council has therefore established an internal Anti-Money Laundering Policy and supporting Guidance Note designed to prevent the risk of the Council being involved in money laundering and to enable staff to report suspicions of money laundering activity to the Head of Corporate Governance (as the Council's nominated Money Laundering Reporting Officer).
- 22.2 All staff should have regard to the Council's Anti-Money Laundering Policy and supporting Guidance. A member of staff should consider, in line with the Policy and Guidance, reporting any transaction which involves the receipt of £10,000 or more of cash to the Council's Money Laundering Reporting Officer; notwithstanding such financial limit, and member of staff who has reasonable grounds to believe that money laundering is taking place (or is being attempted) in respect of a smaller amount of cash should report the matter to the Council's Money Laundering Reporting Officer.



Report to COUNCIL

Civic Appreciation Nomination 2020

Portfolio Holder:

Cllr Sean Fielding, Leader of the Council

Officer Contact: Paul Entwistle, Director of Legal Services

Report Author: Nicola Windle, Civic & Political Support Manager
Ext. 4012

8 January 2019

Reason for Decision

The purpose of the report is to seek approval to a nomination for Myra Wyers to receive the Civic Appreciation Award, in recognition of her service and dedication to the local community and the borough of Oldham.

The nomination has been put forward by Group Leaders.

Executive Summary

Myra Wyers is being proposed for this award in recognition of her significant voluntary contribution and dedication to the local community and borough of Oldham.

Myra has been involved with many local charities including Oldham Disability Alliance, Disability Arts Group and Action Together. She is a great supporter of the Mayoralty and the Mayor's charitable causes.

Myra started the Disability Arts Group (DAG) over 30 years ago in the then disability centre, New Vale House. She was instrumental in the replacement and relocation of the centre and played a big part in planning the design of the Link Centre to make sure it was accessible for people with a range of disabilities.

The Disability Arts Group meet several times a week and enjoy handicrafts, painting and to share social time. Myra is herself a wheelchair user but gives up her time, and utilises her creativity to support people through organising and leading the DAG and also supports individuals personally.

Myra is a fantastic champion of disability rights in Oldham

Recommendations

It is recommended that Myra Wyers be considered for the nomination for the Civic Appreciation Award 2020. If the Award is approved, the Ceremony will take place prior to the Council meeting on Wednesday 18 March 2020.



COUNCIL

Council Calendar 2020/2021

Officer Contact: Paul Entwistle, Director of Legal Services

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

8th January 2020

Reason for Decision

This report sets out the draft calendar of meetings for the 2020/21 Municipal Year.

Recommendations

It is recommended that:

1. The current version of the Council's calendar of meetings for 2020/21 be approved, as set out at Appendix 1.
2. Approval of any outstanding dates or changes to dates be delegated to the Chief Executive in consultation with Group Leaders.

Council Calendar 2020/2021

1 Background

1.1 This report sets out the draft Calendar for the 2020/21 Municipal Year.

2 Options/Alternatives

2.1 The Council is entitled to amend any of the dates in the calendar, but should note it is required to approve a version of the calendar at its annual meeting.

3 Preferred Option

3.1 To approve the calendar as set out in Appendix 1.

4 Consultation

4.1 Consultation has taken place with relevant officers and elected members.

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**

19.1 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 not include documents which would disclose exempt or confidential information as defined by the Act:

Council's calendar of meetings 2020/21
Liz Drogan tel: 0161 770 4705
Level 4 Civic Centre
Oldham
OL1 1UL

20 **Appendices**

20.1 Appendix 1 – Council Calendar 2020/2021

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CALENDAR OF MEETINGS

1 MAY 2020 - 28 MAY 2021

DRAFT 1

MAY, 2020				
Monday	Tuesday	Wednesday	Thursday	Friday
				1
4	5	6	7 Elections	8 Bank Holiday
11	12	13	14	15
18	19	20 12.00 noon Annual Council	21	22
25 Bank Holiday Half-Term Starts	26	27	28 1.00 Commissioning Partnership Board	29 Half-Term Ends

JUNE, 2020				
Monday	Tuesday	Wednesday	Thursday	Friday
1	2 9.30 am Licensing Committee	3 6.00 pm Planning	4 9.30 am Appeals 6.00 pm Audit Committee	5
8 3.30 pm Leadership	9 9.30 am Licensing Driver Panel	10 6.00 Charitable Trust Committee	11 5.30 pm TRO Panel 6.00 pm Standards Committee	12
15	16 9.30 am Licensing Panel 6.00 pm Overview and Scrutiny Board	17 5.00 pm Corporate Parenting Panel	18	19
22 3.30 pm Leadership 6.00 pm Cabinet	23 2.00 Health and Wellbeing Board 6.00 pm Audit Committee (Final Accounts)	24 6.00 pm Youth Mayor Making	25 1.00 pm Commissioning Partnership Board 6.00 pm PVFM Select Committee	26
29	30 LGA Conference			

JULY, 2020				
Monday	Tuesday	Wednesday	Thursday	Friday
		1 LGA Conference	2 9.30 am Appeals LGA Conference	3
6 9.30 am Leadership	7 9.30 am Licensing Driver Panel 6.00 pm Health Scrutiny	8 6.00 p.m. Planning	9	10
13	14 9.30 am Licensing Panel 2.00 pm Local NJC	15 6.00 p.m. Council	16	17 Summer Half-term Starts
20 3.30 pm Leadership 6.00 pm Cabinet	21 2.00 pm Health and Wellbeing Board (Development Session) 6.00 pm Overview and Scrutiny Board	22	23 1.00 pm Commissioning Partnership Board 5.30 pm TRO	24
27	28	29	30 Eid al Adha	31

AUGUST, 2020				
Monday	Tuesday	Wednesday	Thursday	Friday
3 Recess Starts	4	5	6	7
10	11	12	13	14
17	18	19	20	21 Recess Ends
24 3.30 pm Leadership 6.00 pm Cabinet	25	26 6.00 pm Planning	27 6.00 pm PVFM	28
31 Bank Holiday				

SEPTEMBER, 2020

Monday	Tuesday	Wednesday	Thursday	Friday
	1 6.00 pm Health Scrutiny	2 5.00 pm Corporate Parenting Panel Summer Half Term Ends	3 9.30 am Appeals	4
7	8 9.30 am Licensing Driver Panel 6.00 pm Overview and Scrutiny Board	9 6.00 p.m. Council	10 6.00 pm Audit	11
14 3.30 pm Leadership	15 9.30 am Licensing Panel 2.00 pm Health and Wellbeing Board	16 6.00 pm Planning	17	18
21 Labour Party Conference	22 Labour Party Conference	23 6.00 pm Charitable Trust Committee Labour Party Conference	24 1.00 pm Commissioning Partnership Board 5.30 pm TRO	25
28 3.30 pm Leadership 6.00 p.m. Cabinet Liberal Democrat Party Conference	29 Liberal Democrat Party Conference	30 Liberal Democrat Party Conference		

OCTOBER, 2020

Monday	Tuesday	Wednesday	Thursday	Friday
			1 6.00 pm Performance and Value For Money Select Committee Liberal Democrat Party Conference	2
5 3.30 pm Leadership Conservative Party Conference	6 9.30 am Licensing Driver Panel 2.00 pm Local NJC Conservative Party Conference	7 Conservative Party Conference	8 Conservative Party Conference	9
12	13 9.30 am Licensing Panel 6.00 pm Health Scrutiny	14 6.00 pm Planning	15 6.00 pm Standards	16
19 3.30 pm Leadership 6.00 pm Cabinet	20 6.00 pm Overview and Scrutiny Board	21	22 1.00 pm Commissioning Partnership Board	23
26 Half-term Starts	27	28	29	30 Half-term Ends

NOVEMBER, 2020

Monday	Tuesday	Wednesday	Thursday	Friday
2 3.30 pm Leadership	3 9.30 am Licensing Committee 6.00 pm Audit Committee	4 6.00 pm Council	5 9.30 am Appeals (Bonfire Night)	6
9	10 9.30 am Licensing Driver Panel 2.00 pm Health and Wellbeing Board	11 6.00 pm Planning	12 6.00 pm PVFM (Administration Budget – Tranche 1)	13
16 3.30 pm Leadership 6.00 pm Cabinet	17 9.30 am Licensing Panel	18 5.00 pm Corporate Parenting Panel	19	20
23	24 6.00 pm PVFM (Opposition Budget – Tranche 1)	25	26 1.00 pm Commissioning Partnership Board 5.30 pm TRO	27
30 3.30 pm Leadership 6.00 pm Budget Cabinet				

DECEMBER, 2020

Monday	Tuesday	Wednesday	Thursday	Friday
	1 2.00 pm Local NJC 6.00 pm Overview and Scrutiny Board	2 6.00 pm Charitable Trust Committee	3 9.30 am Appeals TOP Awards	4
7	8 9.30 am Licensing Driver Panel 6.00 pm Health Scrutiny	9 6.00 pm Planning	10 6.00 pm Standards	11
14 3.30 pm Leadership 6.00 pm Cabinet	15 9.30 am Licensing Panel 2.00 pm Health and Wellbeing Board (Development Session)	16 6.00 pm Council	17 6.00 pm PVFM	18
21 Half-Term Starts	22	23	24	25 Christmas Day Bank Holiday
28 Bank Holiday	29	30	31	

JANUARY, 2021				
Monday	Tuesday	Wednesday	Thursday	Friday
				1 Bank Holiday Half-Term Ends
4	5	6	7	8
11 10.00 am Independent Remuneration Panel 3.30 pm Leadership	12 9.30 am Licensing Driver Panel 6.00 pm Audit Committee	13	14 9.30 am Appeals	15
18	19 9.30 am Licensing Panel 6.00 pm Overview and Scrutiny Board	20 6.00 pm Planning	21 6.00 pm PVFM Select Committee (Administration Budget – Tranche 1)	22
25 3.30 pm Leadership 6.00 pm Cabinet	26 2.00 pm Health and Wellbeing Board 6.00 pm Health Scrutiny	27 5.00 pm Corporate Parenting Panel	28 1.00 pm Commissioning Partnership Board 5.30 pm TRO Panel	29

FEBRUARY, 2021				
Monday	Tuesday	Wednesday	Thursday	Friday
1	2 9.30 am Licensing Driver Panel 6.00 pm PVFM Select Committee (Opposition Budget)	3	4 9.30 am Appeals	5
8 3.30 pm Leadership 6.00 pm Budget Cabinet	9 9.30 am Licensing Panel	10 6.00 pm Planning	11	12
15 Half-term Start	16	17	18	19 Half-term Ends
22 3.30 pm Leadership 6.00 pm Cabinet	23	24 6.00 pm Budget Council	25 1.00 pm Commissioning Partnership Board	26

MARCH, 2021

Monday	Tuesday	Wednesday	Thursday	Friday
1	2 9.30 am Licensing Committee 2.00 pm Local NJC	3	4 9.30 am Appeals 6.00 pm Standards	5
8 3.30 pm Leadership	9 9.30 am Licensing Driver Panel 6.00 pm Overview and Scrutiny Board	10 6.00 pm Charitable Trust Committee	11 6.00 pm Performance and Value For Money Select Committee	12
15	16 9.30 am Licensing Panel 6.00 pm Health Scrutiny	17 6.00 pm Planning	18 5.30 pm TRO Panel	19
22 3.30 pm Leadership 6.00 pm Cabinet	23 2.00 pm Health and Wellbeing Board	24 6.00 pm Council	25 1.00 pm Commissioning Partnership Board 6.00 pm Audit	26
29	30	31 5.00 pm Corporate Parenting Panel		

APRIL, 2021				
Monday	Tuesday	Wednesday	Thursday	Friday
			1 9.30 am Appeals	2 Bank Holiday Good Friday
5 Bank Holiday Easter Monday	6 Half-term Starts	7	8	9
12	13 9.30 am Licensing Driver Panel	14	15	16 Half-term Ends
19	20 9.30 am Licensing Panel	21 6.00 pm Planning	22	23
26	27	28	29 1.00 pm Commissioning Partnership Board	30

MAY, 2021				
Monday	Tuesday	Wednesday	Thursday	Friday
3 Bank Holiday	4	5	6	7
10	11	12 Eid Al Fitr	13	14
17	18	19 12.00 noon Annual Council	20	21
24	25	26	27	28