

***OVERVIEW AND SCRUTINY BOARD  
Overview & Scrutiny Committee  
Agenda***

Date Tuesday 8 September 2020

Time 6.00 pm

Venue Virtual Meeting

[https://www.oldham.gov.uk/info/200608/meetings/1940/live\\_council\\_meetings\\_online](https://www.oldham.gov.uk/info/200608/meetings/1940/live_council_meetings_online)

Notes 1. DECLARATIONS OF INTEREST- If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote he/she is advised to contact Paul Entwistle or Constitutional Services at least 24 hours in advance of the meeting.

2. CONTACT OFFICER for this agenda is Constitutional Services or email [constitutional.services@oldham.gov.uk](mailto:constitutional.services@oldham.gov.uk)

3. PUBLIC QUESTIONS - Any Member of the public wishing to ask a question at the above meeting can do so only if a written copy of the question is submitted to the contact officer by 12 noon on Thursday, 3 September 2020. The question will be read out by the Chair and a response will be provided at the meeting.

4. FILMING – This meeting will be recorded for live and/or subsequent broadcast on the Council’s website. The whole of the meeting will be recorded, except where there are confidential or exempt items and the footage will be on our website. This activity promotes democratic engagement in accordance with Section 100A(9) of the Local Government Act 1972. The cameras will focus on the proceedings of the meeting.

Recording and reporting the Council’s meetings is subject to the law including the law of defamation, the Human Rights Act, the Data Protection Act and the law on public order offences.

**MEMBERSHIP OF THE OVERVIEW AND SCRUTINY BOARD**

Councillors McLaren (Chair), Taylor, Toor, Jacques, Curley, Price (Vice-Chair), Surjan and Williamson

Item No

1 Apologies For Absence

2 Declarations of Interest

To Receive Declarations of Interest in any Contract or matter to be discussed at

the meeting.

3 Urgent Business

Urgent business, if any, introduced by the Chair

4 Public Question Time

To receive Questions from the Public, in accordance with the Council's Constitution.

5 Minutes of Previous Meeting (Pages 1 - 8)

The Minutes of the Overview and Scrutiny Board held on 22<sup>nd</sup> July 2020 are attached for approval.

6 Minutes of the GMCA Housing, Planning and Environment Overview and Scrutiny Committee (Pages 9 - 14)

The minutes of the GMCA Housing, Planning and Environment Overview and Scrutiny Committee meeting held on 9<sup>th</sup> July 2020 are attached for noting.

7 Oldham Safeguarding Adults Board - 2019/20 Annual Report (Pages 15 - 34)

8 Local Development Scheme September 2020 (Pages 35 - 68)

9 Tax Relief for Public Transport Travel (Pages 69 - 74)

10 Youth Council Motion (Pages 75 - 76)

11 General Exception and Special Urgency Decisions

There are no General Exception or Special Urgency Decisions to be noted.

12 Overview and Scrutiny Board Work Programme (Pages 77 - 86)

13 Key Decision Document (Pages 87 - 104)

14 Date and Time of Next Meeting

The date and time of the next Overview and Scrutiny Board meeting will be Tuesday, 20<sup>th</sup> October 2020 at 6.00 p.m.



**OVERVIEW AND SCRUTINY BOARD**  
**22/07/2020 at 6.00 pm**

**Present:** Councillor McLaren (Chair)  
Councillors Taylor, Toor, Jacques, Curley, Price, Surjan and  
Williamson

Also in Attendance:

Lori Hughes	Constitutional Services
Emma Barton	Director of Economy
Liz Drogan	Head of Democratic Services
Caroline Lee	Head of Revenues, Benefits and Business Support
Anne Ryans	Director of Finance

1           **ELECTION OF VICE CHAIR**

**RESOLVED** that Councillor Price be elected as Vice-Chair for  
the 2020/2021 Municipal Year.

2           **APOLOGIES FOR ABSENCE**

There were no apologies for absence received.

3           **DECLARATIONS OF INTEREST**

There were no declarations of interest received.

4           **URGENT BUSINESS**

There were no items of urgent business received.

5           **PUBLIC QUESTION TIME**

There were no public questions received.

6           **MINUTES OF PREVIOUS MEETING**

**RESOLVED** that the minutes of the Overview and Scrutiny  
Board held on 16<sup>th</sup> June 2020 be approved as a correct record.

7           **GMCA HOUSING, PLANNING AND ENVIRONMENT  
OVERVIEW AND SCRUTINY COMMITTEE**

**RESOLVED** that the minutes of the GMCA Housing, Planning  
and Environment Overview and Scrutiny Committee meetings  
held on 13<sup>th</sup> February 2020 and 11<sup>th</sup> June 2020 be noted.

8           **GMCA ECONOMY, BUSINESS GROWTH AND SKILLS  
OVERVIEW AND SCRUTINY COMMITTEE**

**RESOLVED** that the minutes of the GMCA Economy, Business  
Growth and Skills Overview and Scrutiny Committee held on  
12<sup>th</sup> June 2020 be noted.

9           **GMCA CORPORATE ISSUES AND REFORM OVERVIEW  
AND SCRUTINY COMMITTEE**

**RESOLVED** that the minutes of the GMCA Corporate Issues  
and Reform Overview and Scrutiny Committee held on 16<sup>th</sup> June  
2020 were noted.

10          **STATEMENT OF COMMUNITY INVOLVEMENT**

Consideration was given to a report which provided an update on the Statement of Community Involvement (SCI).



The Planning and Compulsory Purchase Act 2004 required planning authorities to prepare a Statement of Community Involvement. Oldham Council adopted its first SCT in 2007. The SCI identified how the Council would involve the community in the preparation and revision of the Local Plan and the consideration of planning applications. The SCI was reviewed in 2010, 2016 and 2019 to take account of changes to national planning guidance and legislation. The SCI also set out policies for giving advice or assistance on neighbourhood planning.

In addition, the ten Greater Manchester authorities agreed to produce Greater Manchester's Plan for Homes, Jobs and the Environment – the Greater Manchester Spatial Framework (GMSF). The GMSF will provide the overarching framework to strategically manage sustainable growth and development across the conurbation over the next twenty years or so. The SCI set out how the community and other stakeholders would be involved in the preparation of the GMSF.

Since the SCI was reviewed and adopted in 2019, the planning department had been considering service improvement to work towards a more efficient service related to determining planning applications. It was considered necessary to update the SCI for the introduction of proposals which included:

- make clear that statutory consultees, councillors and Oldham Partnership received an email or letter with details of strategic planning consultations rather than an electronic copy of the documents;
- publicise planning applications by site notices and/or neighbour notification letters, removing the requirement to do both, where it is not deemed necessary;
- removing copies of planning applications being available in paper files. Planning applications would be available online. This reduced time spent by officers creating paper files;
- make submitting representations on planning applications to online only. This was to reduce the time spent by officers scanning and saving representations to ensure that planning applications could be handled efficiently; and
- reduce the number of planning officer reports written in relation to recommendations made on minor planning applications. The draft SCI removed reference to officer reports. Planning Officer reports would not be written for every planning application, particularly where they were minor in nature. This was to ensure that planning officers could issue decisions as efficiently as possible. There would be notes on file that would clearly show that the officer had taken account of relevant material.

The SCI had also been updated to reflect the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local

Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 to allow Local Plan consultations and development management decisions to continue to progress during the Coronavirus pandemic.



Members sought and received clarification on minor decisions.

Members sought clarification on the contact number for those people who were not proficient on electronic access and where it was directed. Members were informed that the contact number would be for the Planning Section and usually to the relevant case officer. Members also sought clarification on the Equality Impact Assessment which was referred to as EIA and EQIA in the document. Members were informed that this would be clarified in the document.

Members asked if face-to-face access would still be available and informed that there was still access via teams on email. Whilst the pandemic was still live face-to-face was not possible.

Members asked if the new ways of working would reduce the amount of time taken for a decision. The guidance was within a set timeframe but it was hoped the new way of working would provide a quicker service.

Members asked with the transition from paper to online, how much of a lapse there would be in uploading decisions and clarification on appeals. Members were informed that timelines would not change. Decisions would be issued via email or through the portal and was part of the standard processes and procedures. Decisions had to be published in line with legislation and there was a due process to follow for appeals within legislative timelines.

Members expressed concern about accessibility to the portal and online services for residents did not have electronic access via a mobile or other means. Members were informed that lessons had been learned about access whilst in lockdown and working remotely. The number of applications received had gone up. Officers were available to provide pre-application advice on how to make applications. People were to be encouraged to get in contact so they could be guided through the process. When libraries reopened, access to technology would become easier.

Members asked at what point did an application become major. It was clarified that this was defined in legislation with examples of number of dwellings or size of the commercial venture. The explanation of a major application would be provided to members separately.

Members asked about pre-application advice and were advised that this was now a paid service. The costs were determined in categories with different thresholds depending on the time and support needed.

Members asked about the capacity to store the information online and back-up plans if the system went down. Members were informed that work on the system was progressing, however, this had been slowed down due to the pandemic. It was hoped that the system would be live later this year, there would be a period of transition and there was back up support.

Members commented that the document contained a significant amount of information and how this would be presented to members of the public which could be a challenge and asked if this could be broken down into separate policy areas to be readily accessible. Members were informed that terminology and jargon used would be clarified, and the various documents within the consultation accessible for this document as well as other planning documentation.

Members made reference to the Oldham Partnership. Members were informed that Oldham Partnership was a set membership. However, they did receive public questions.

Members made reference to the move to Place Based Integration and if the SCI would work effectively in the hubs. Members were informed that the SCI had not evolved that far yet. Assets would be utilised for focus groups in terms of collective representation.

Members referred to the number of queries that they, as elected members, received with regard to planning applications and sometimes acting as advocates for residents and/or organisations. Some members were not familiar with online processes. Members were informed that they would be kept updated as part of service improvements with regular briefings for all members and that one would be arranged.

**RESOLVED** that the proposed policy and the comments made by the Overview and Scrutiny Board members be noted.

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## **UNREASONABLE BEHAVIOUR POLICY**

Consideration was given a report which detailed a proposed new Unreasonable Behaviour Policy and revised Corporate Complaints Policy before final approval was sought. The new Unreasonable Behaviour Policy aimed to support employees and members to manage unreasonable behaviour from customers.

The Council did not currently have a policy for the management of Unreasonable Customer Behaviour and this new policy would be submitted for approval. The Council wanted to engage with customers in ways that were open, fair and proportionate. A considered, policy-led approach would help employees and members to understand clearly what was expected of them, what options for action were available and who could authorise those actions. The policy was intended to be published online on the Council's website and shared with customers and complainants if they started to have unreasonable and action

taken. This would help manage both customer and complainant expectations and behaviour, as far as possible, when dealing with the Council.



The Council's existing Corporate Complaints Policy referred to the management of unreasonable behaviour, but the options and processes were not set out in detail. The Council also operated a Single Point of Contact Procedure (SPOC) and this set out the process to be used when contact was to be restricted to one contact route. The corporate SPOC was normally used in more complex cases covering multiple service areas.

The Local Government and Social Care Ombudsman (LGSC) recommended that Local Authorities had an Unreasonable Behaviour policy to help develop a proportionate approach when responding to unreasonable behaviour and to clearly set out the procedures that could be followed to restrict contact when this behaviour occurred.

An updated Corporate Complaints Policy was also submitted for consideration. The main changes were that the wording of the policy had been reworked to improve the format, temporary references to how complaints were being managed by the Council during COVID-19 had been included and the Unreasonable Behaviour policy had been referenced within the policy.

Members referred to the occasions when meetings had been disrupted and if the policy could include that situation. Members were informed that a body of information would need to be gathered to make a decision in those cases. Members asked if these disruptions were logged. Members were informed that meetings were a different issue and were not addressed as part of this policy. A response could not be provided at the meeting but would be referred to the appropriate officer for a response.

Members referred to occasions where communications were received from unhappy residents and if the policy would cover that aspect. Members were informed that this would be looked at in an evidenced based approach and if the contact had caused stress which could be included in deciding whether further action needed to be taken. These would be looked at on a case-by-case basis with support from within the Council on how to best address the situation.

Members were provided clarification on vexatious behaviour and the single point of contact. Reference was also made regarding to individuals who preferred to contact one person in the authority but should be directed elsewhere so issues could be dealt with appropriately.

Members asked about the number of complaints received and the number of complaints received regarding elected members. Members were informed that the information regarding the number of complaints would be the subject of a different report

and that complaints regarding elected members was subject to the Standards process and dealt with by Legal Services.

Members asked about complaints against staff by other members of staff. It was explained that this would be a Human Resources policy and not part of the Customers Services policy.

Members referred to dealing with individual constituents, some of which could be complicated and where more than one elected member is contacted but other members not aware and asked if the policy would work in terms of member engagement. Members were informed that the policy was from an officer perspective. A number of templates and easy read guide which detailed options and support would be available and assist elected members.

Members explained that face-to-face meetings were held and if there was assistance available. Members were informed that health and safety policies were applicable in the workplace and cross reference would be made in the policy.

Members made reference to the earlier point regarding disruption to meetings and that this was as a result of the complainant not being happy with the response and if there could be a link to the policy regarding disruption to meetings. Members were informed that this would need to be investigated.

**RESOLVED that:**

1. The Unreasonable Behaviour Policy and updated Corporate Complaints Policy be noted.
2. The comments provided by members be noted.
3. The updated policies be circulated to members.

12 **KEY DECISION DOCUMENT**

The Board gave consideration to the latest published Key Decision Document.

**RESOLVED** that the latest published Key Decision Document be noted.

13 **GENERAL EXCEPTIONS AND URGENT DECISIONS**

The Board gave consideration to a report which advised of decisions related to Strategic Investment and Additional Expenditure in Support of Health and Social Care in response to the COVID-19 Emergency.

**RESOLVED** that the report and authorisations granted under Rule 13 (General Exception) and Rule 14 (Special Urgency) be noted.

14 **OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME**

The Board gave consideration to the latest Overview and Scrutiny Board Work Programme.

The Board were provided with updates on upcoming reports. The Board was also provided with updates on the Tackling

Speeding Motion and the Lorry Watch Scheme motion which had been referred to Overview and Scrutiny by Council.



**Oldham**  
Council

**RESOLVED that:**

1. The Overview and Scrutiny Board Work Programme be noted.
2. The updates on the work programme provided at the meeting be noted.
3. The updates on the motions referred from Council be noted and provided as part of the Council action report.

15

**DATE AND TIME OF NEXT MEETING**

**RESOLVED** that the date and time of the next Overview and Scrutiny Board to be held on 8<sup>th</sup> September 2020 at 6.00 p.m. be noted.

The meeting started at 6.00 pm and ended at 7.11 pm

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**GREATER MANCHESTER HOUSING PLANNING AND ENVIRONMENT OVERVIEW & SCRUTINY HELD  
ON 9<sup>TH</sup> JULY 2020, AT 18:00 VIA MICROSOFT TEAMS**

**PRESENT:**

Councillor John Walsh (Chair)	Bolton
Councillor Martin Hayes	Bury
Councillor Paul Cropper	Bury
Councillor Jill Lovecy	Manchester
Councillor Linda Robinson	Rochdale
Councillor Mike Glover	Tameside
Councillor Sharmina August	Salford
Councillor Liam Billington	Tameside
Councillor Kevin Procter	Trafford
Councillor Amy Whyte	Trafford
Councillor Fred Walker	Wigan

**OFFICERS IN ATTENDANCE:**

Julie Connor	GMCA
Simon Nokes	GMCA
Molly Bishop	GMCA
Matt Berry	GMCA
Joanne Heron	GMCA
Megan Rogers	GMCA

**HPE 203/20 APOLOGIES**

Apologies for absence were received from Councillor Janet Mobbs (Stockport), Councillor Charles Gibson (Stockport) and Councillor Mandie Shilton Godwin (Manchester).

**HPE 204/20 CHAIRS ANNOUNCEMENTS AND URGENT BUSINESS**

The Chair wished to extend a formal welcome to the new Councillors that were appointed to this Scrutiny Committee at the GMCA meeting in June, Councillor Jill Lovecy from Manchester, and Councillor Paul Cropper from Bury.

**RESOLVED/-**

That the item be noted.

## **HPE 205/20 DECLARATIONS OF INTEREST**

Councillor Sharmina August declared an Interest in Item HPE 208/20, as she was employed by Manchester City Council where she had a role within the Homelessness team.

### **RESOLVED/-**

That Member Declarations of Interest be noted

## **HPE 206/20 MINUTES OF THE LAST MEETING HELD 11 JUNE 2020**

### **RESOLVED/-**

That the minutes of the meeting held 11 June 2020 be agreed as an accurate record.

## **HPE 207/20 COVID-19 VERBAL UPDATE**

Simon Nokes, Executive Director of Strategy and Policy GMCA gave Members a verbal update on development of the initial one year 'Living with Covid' recovery plan in Greater Manchester which was noted as being aimed to be rolled out early September. It was highlighted that the Plan was focused on learning key lessons from Covid response and recovery, as well as identifying key aspects to enable GM to achieve more, reduce risks, increase resilience and ultimately build back better. It was confirmed that this document would bridge the gap between the current GM strategy and the new strategy due to be introduced in the middle of 2021.

It was stated that three phases of recovery from Covid had been identified although there may be an overlap between timescales and phases, those were noted as: 1. Release of lockdown, 2. Living with Covid and 3. Building back better. In terms of areas for inclusion in the Initial One Year Plan, it was stated that a number of stresses/issues had been identified. Members heard that the deliverables identified would help to build the resilience of Greater Manchester and support the ongoing progress towards the achievement of Greater Manchester Strategy ambitions. The areas identified were noted as: Community support and infrastructure, Labour market and Jobs, Redressing inequalities, Climate change and Securing funding and investment.

Following Member questions surrounding long-term issues resulting from Covid-19 and prolonged lock down such as highlighting the demand on mental health services, it was clarified that this issue had been recognised and would be addressed in the initial One Year Plan.

Following questions around the use of language and including specifics, Members were reassured that the final one year 'Living with Covid' recovery plan would be comprehensive with the inclusion of more specific detail and that delivery models would be inclusive of all GM boroughs with both local and central delivery models.

## **RESOLVED/-**

That Members receive an update on the development of the initial one year 'Living with Covid' GM Recovery Plan, which was noted as being a living document with further updates brought back to this Scrutiny Committee at future meetings.

## **HPE 208/20 EVERYBODY IN / A BED EVERY NIGHT- COVID-19 UPDATE**

Molly Bishop, Strategic Lead Homelessness, GMCA provided Members with an update on the Greater Manchester response to COVID-19 for people experiencing homelessness or rough sleeping. Members were updated on the progress to move people on from Covid emergency accommodation or secure it for longer, as well as opportunities to increase supply for long term, settled accommodation for this cohort.

Members heard that GM had been well positioned to adhere to the Government's Everyone In policy due to the supportive processes to enable Bed Every Night programme already in place prior to Covid-19. It was highlighted that a decant process was still required to adhere to social distancing which had been challenging with a vast array of accommodation being stood up. It was stated that this process had required collaborative work with Public Health England and the GM Health and Social Care Partnership to ensure correct processes were being followed and messaging by teams on the ground were consistent throughout this period. It was noted that to date, the response had moved on considerably from the onset of the pandemic in terms of emergency response to Covid accommodation as some lock down arrangements had been gradually lifted.

Members heard that as government funding had been due to close, other arrangements had been put in place to pick up this support. It was stated that the arrangements during lockdown and its gradual release had not resulted in a major increase in a shift to the streets. It was highlighted that there were currently around 600 individuals across the city region accessing support. Members heard that local authorities had been given a huge amount of support across all sectors, and that infection control mobilisation and fatalities had been low in the homeless population which had been in contrast to other places around the world most likely because of that approach.

It was stated that trying to estimate the true scale of the homelessness issue had been a major challenge. Members heard that when the crisis initially hit, it had been estimated that 1000 places for emergency accommodation would be needed, however throughout the crisis, 1900 places had been provided. It was acknowledged that only a portion of rough sleepers were likely to be visible at one time, and that some individuals move through the system quickly, and fall out of support arrangements. The example of female sex workers becoming increasingly visible during Covid-19 lockdown was given, due to the specific impact that had on this cohort.

Members wished to acknowledge that there had been some very positive outcomes from this work, and that GM's pre-existing work with rough sleepers had given a head-start in being able to adapt and respond to the needs of Covid lockdown.

Following Member questions on provisions for individuals at high risk, it was clarified that due to the requirement of speed to get individuals isolated, it had not always been possible to provide individuals with support and provisions such as individual bathroom arrangements with the

resources that were available, although it was stated that this did not apply to those that were rated as medically at high risk. It was noted that mental health commissioners and provider's had sped up processes to access resources which had been put into effect quickly. It was acknowledged that the pandemic had presented major challenges in terms of staff capacity and working conditions which meant that there were limitations to offering mental health support.

Following questions regarding evictions and abandonment of individuals, it was stated that homelessness teams had been working hard to maintain safe working environment for all, which had resulted in that outcome on some occasions. Members were informed that Manchester City Council had put in place a system of re-entry identifying reasons for eviction on a rolling basis which was highlighted as having had some success of individuals re accessing accommodation.

It was noted that should there be a second wave of Covid-19 Members second wave, GM would be in a more advantageous position to respond as there would not be a move from shared accommodation as per when the pandemic started, which was noted as taking up a large portion of spaces. It was highlighted that if similar circumstances were required again, and with access to some additional resources, it would be hoped that more specialist accommodation for those with complex needs could be set up. Members heard that planning work was being undertaken in the event that resources are required to be stood up again, such as for a second wave of the infection.

Members commented that the homelessness issue was linked to a need in GM for more social housing, and that the strategy will likely be less easy to achieve without addressing both problems. It was also noted that the lack of social housing would likely come under strain moving forwards with a potential recession following Covid-19. Members heard that although there had not been a funding offer for social housing offered by Government, there had been an offer of revenue support for rough sleeping settled / permanent accommodation which GM will lobby to get access to.

Members welcomed the investment into the Everybody In scheme by Government during Covid-19. Following the suggestion that the GM Pensions Fund (GMPF) could be an investor in social housing as a stable investment to achieve a degree of self-funding, it was clarified that the GMPF was already a significant investor and loan function for the Housing Infrastructure Fund which was contributing to the 50,000 affordable homes target for 2030.

Members noted that there had been a dispersal of individuals begging from the city centre to other district town centres and asked what the response was to this. It was clarified that in terms of the city centre, there had been a street engagement collaborative service run by voluntary sector organisations working with GMP and funded by Manchester City Council tackling this issue by providing a supportive means to provide people with other options. In terms of rolling out this approach to other GM districts, it was suggested that a partnership collaborative model in other boroughs of this model could be considered. It was stated that there had been a push in public messaging to get people to help this cause via donating to the Big Change. Members heard that there were complications in making assumptions around the linkage between begging and rough sleeping/homelessness, and other related issues.

**RESOLVED/-**

That Members receive an update on the response to COVID-19 for people experiencing homelessness or rough sleeping, and it be understood that an update on this area will be provided to Members at a future meeting of this Committee.

**HPE/180/19 REGISTER OF KEY DECISIONS**

Available online at the GMCA Site:

<https://democracy.greatermanchester-ca.gov.uk/ieListDocuments.aspx?CId=386&MId=4064&Ver=4>

**RESOLVED/-**

That the register be noted.

**DATE AND TIME OF NEXT MEETING**

Thursday 10th September 2020, 18:00. Microsoft Teams Live

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## Report to OVERVIEW AND SCRUTINY BOARD

# Oldham Safeguarding Adults Board: 2019/20 Annual Report

### Portfolio Holder:

Councillor Chauhan, Cabinet Member for Health and Social Care.

**Officer Contact:** Jayne Ratcliffe, Deputy Managing Director  
Health & Adult Social Care Community Services.

**Report Author:** Julie Farley, Business Manager, Oldham  
Safeguarding Adults Board.

**Ext.** 6401 (Mobile: 07809 514922)

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**Date:** 8<sup>th</sup> September 2020

### Purpose of the Report

The Oldham Safeguarding Adults Board (OSAB) is a statutory partnership set up to safeguard adults who are at risk of experiencing abuse, neglect or exploitation. As part of its statutory duties the Board produces an Annual Report setting out the safeguarding concerns it has dealt over the last year, along with the actions it has taken to help keep safe in Oldham. The OSAB 2019/20 Annual Report is attached for consideration and comment by the Overview and Scrutiny Board.

### Executive Summary

The Oldham Safeguarding Adults Board (OSAB) brings together a range of organisations and agencies to provide assurance that they are working together to protect and enable adults to live safely. This means helping people to make decisions about the risks they face in their own lives as well as protecting those who lack the capacity to make these decisions.

The Annual Report provides information on the number and type of safeguarding concerns reported in Oldham during 2019/20. The Report also provides an update on the Safeguarding Adult Reviews it has undertaken and what it has done to ensure that the lessons learnt from these reviews have shaped and improved the way services work in Oldham.

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During 2019/20 a total of 1580 safeguarding referrals were recorded for residents in Oldham and of these 556 became the subject of a formal safeguarding Enquiry.

In addition, a total of 1543 safeguarding referrals and enquiries were dealt with and closed in 2019/20 which was almost double the number closed in the previous year. This is significant as 48% of the cases were complex as they involved people who lacked capacity to make their own decisions. There was a reported increase in the number of safeguarding concerns relating to self-neglect and domestic violence, with some of the increase coinciding with the Covid-19 lockdown as families found it harder to access services and support.

The Board also has a legal duty to carry out a Safeguarding Adult Review (SAR) if it believes that someone in Oldham has died of, or experienced, serious abuse or neglect which could have been prevented. In 2019/20 the OSAB conducted five SARs. For each SAR the Board has adopted the recommendations put forward by the independent reviewer and overseen changes to services designed to prevent similar cases happening again.

### **Recommendations**

The Overview and Scrutiny Board are asked to note the OSAB 2019/20 Annual Report.

### **Appendices**

1. The Oldham safeguarding Adults Board 2019/20 Annual Report



**OLDHAM  
SAFEGUARDING  
ADULTS BOARD**

**ANNUAL REPORT  
2019 – 2020**

“ The most important thing for me was having support to help me live life the right way . . . one year I was in hospital twenty two times, last year I wasn't in hospital once.”

Participant  
Oldham Safeguarding Event  
September 2019

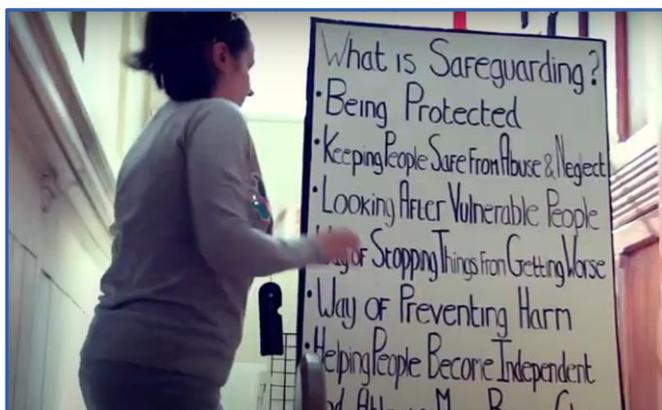
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Oldham Council Oldham Clinical Commissioning Group Greater Manchester Police	
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# Helping people live safely in Oldham

Whilst abuse can happen to anyone, some people face a greater risk of being hurt, neglected or exploited. The Oldham Safeguarding Adults Board aims to help people in Oldham to live safely and make sure that everyone is valued and their rights are protected.

There are many different types of abuse and neglect such as financial and sexual abuse, domestic violence, elder abuse, modern slavery all of which can happen at home, in the community or within a care setting. The term Safeguarding describes how organisations work together to help people live free from harm, abuse and neglect.



By law, each Local Authority area in England must have a Safeguarding Adults Board that is responsible for protecting people's health, their wellbeing and their human rights.

## The Board has 3 core duties:

- **Produce a Strategic Plan setting out the changes the Board wants to achieve and how organisations will work together**
- **Publish an Annual Report setting out the safeguarding concerns it has dealt with in the last year as well as future plans to help keep people safe**
- **Undertake a Safeguarding Adult Review where it believes someone has experienced harm as a result of abuse or neglect**

This Annual Report provides information on the types of safeguarding concerns seen in Oldham during 2019/20 and sets out the actions the Board has taken to help keep people safe. The Report also gives details of the Safeguarding Adult Reviews it has undertaken and what it has done to ensure that any lessons learnt from these reviews have shaped and improved the way services work in Oldham.

## Who are we?

By law, the Board membership must include Oldham Council, Oldham Clinical Commissioning Group and Greater Manchester Police.

The Board works as a collaboration between the following partner organisations:

- Age UK Oldham
- Positive Steps
- Early Help
- National Probation Service
- Community Rehabilitation Company
- Dr Kershaw's Hospice
- Greater Manchester Police
- Pennine Care NHS Trust
- Public Health
- Pennine Acute NHS Trust
- Turning Point
- Healthwatch Oldham
- Multi-Agency Safeguarding Hub
- Northern Care Alliance
- Action Together
- Housing Services
- Greater Manchester Fire and Rescue Service
- Oldham Council
- Oldham Clinical Commissioning Group

The Board is managed by an independent Chair who is responsible for providing leadership, ensuring partners carry out the legal duties of the Board and to offer independent and constructive challenge.

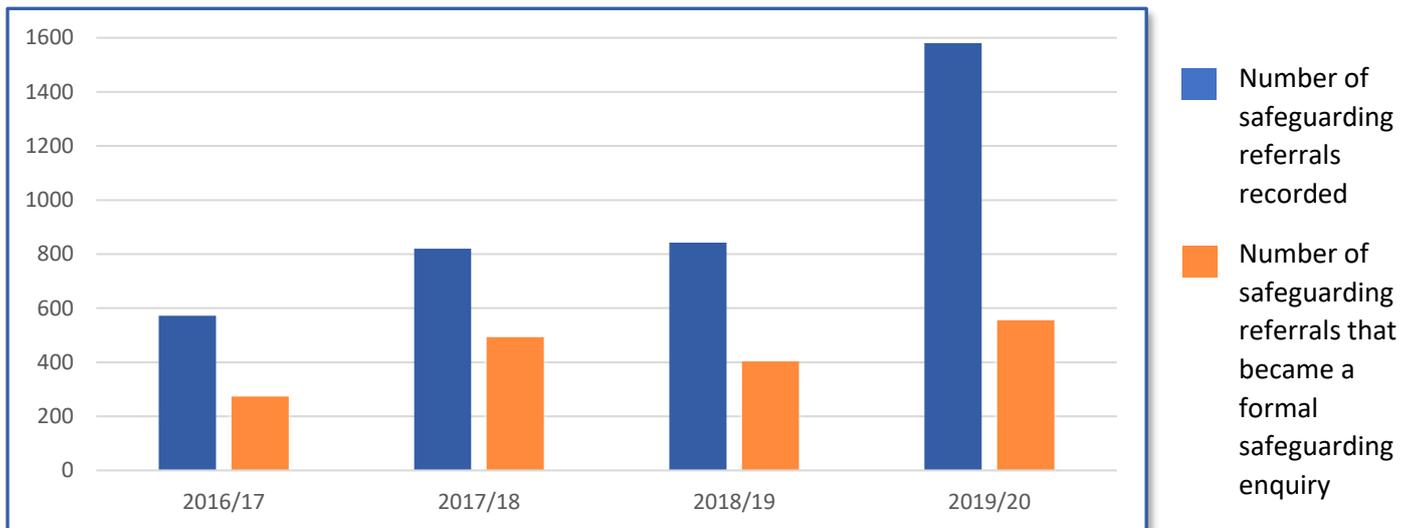
We are also working with Oldham residents and communities to set up the **Oldham Safeguarding Voice Network**. This group will help to inform the work of the Oldham Safeguarding Adults Board, lead awareness raising campaigns and engagement events, and support the training of operational teams.

# Profile of Oldham

The following section shows the adult safeguarding referrals recorded for Oldham residents in 2019/20 and compares this information to referrals from previous years. This comparison enables us to identify any changes in the number and types of safeguarding concerns in Oldham.

## Safeguarding referrals that became a formal safeguarding enquiry

Each safeguarding referral is investigated and if we believe that someone is at risk of abuse or neglect the referral becomes the subject of a formal safeguarding enquiry. The chart below shows the number of safeguarding referrals and formal safeguarding enquiries recorded over the last four years.



During 2019/20, the number of safeguarding referrals recorded almost doubled compared to the number in 2016/17. Some of this increase may be due to improvements in the way information is recorded and campaigns designed to encourage people to report any safeguarding concerns.

## Sex, age and ethnic group of safeguarding referrals



**safeguarding referrals were about women in 2019/20**



**safeguarding referrals were about men in 2019/20**

In 2019/20 a total of 1580 safeguarding referrals were received and of these 55% of the referrals related to women, 44% of referrals related to men and 1% were unknown. In Oldham women make up 51% of the total adult population so the percentage of safeguarding cases per head of population in 2019/20 were slightly higher for women than for men.

### Of the 1580 safeguarding referrals in 2019/20:

- 772 were 18-64 years old
- 206 were 65-75 years old
- 602 were 85 years old or older



### Of the 1580 safeguarding referrals in 2019/20:

- 81% were White British
- 9% were Asian/Asian British
- 1% were Black/African/Caribbean
- 2% were Other
- 7% were Unknown

The breakdown by age group showed that 49% of cases related to someone aged between 18 and 64 and 38% of cases related to someone aged over 85.

These figures suggest that White British people aged between 18 and 64 were more likely to be the subject of a safeguarding enquiry in 2019/20, compared to any other group.

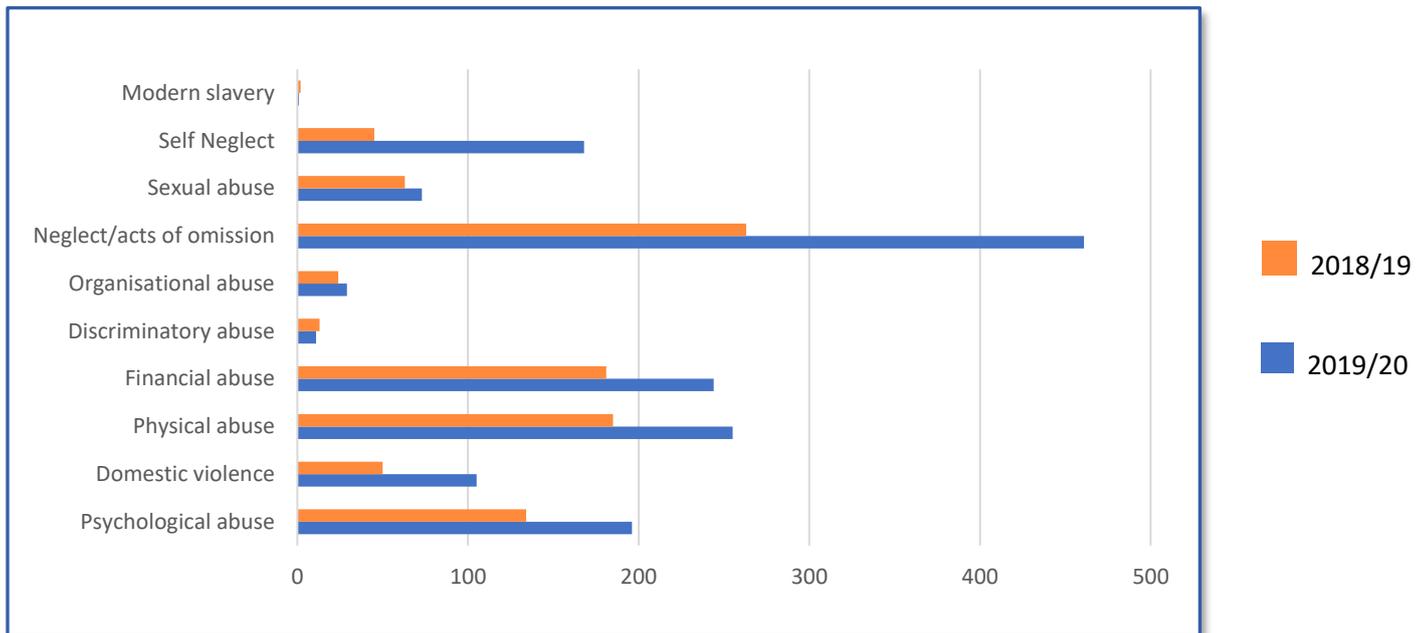
## Number of closed safeguarding referrals and enquiries



During 2019/20 more safeguarding referrals and enquiries were closed than the year before and many of the cases in 2019/20 were more complex as 48% involved people who lacked capacity to make their own decisions compared to 30% in 2018/19.

## Types of safeguarding abuse

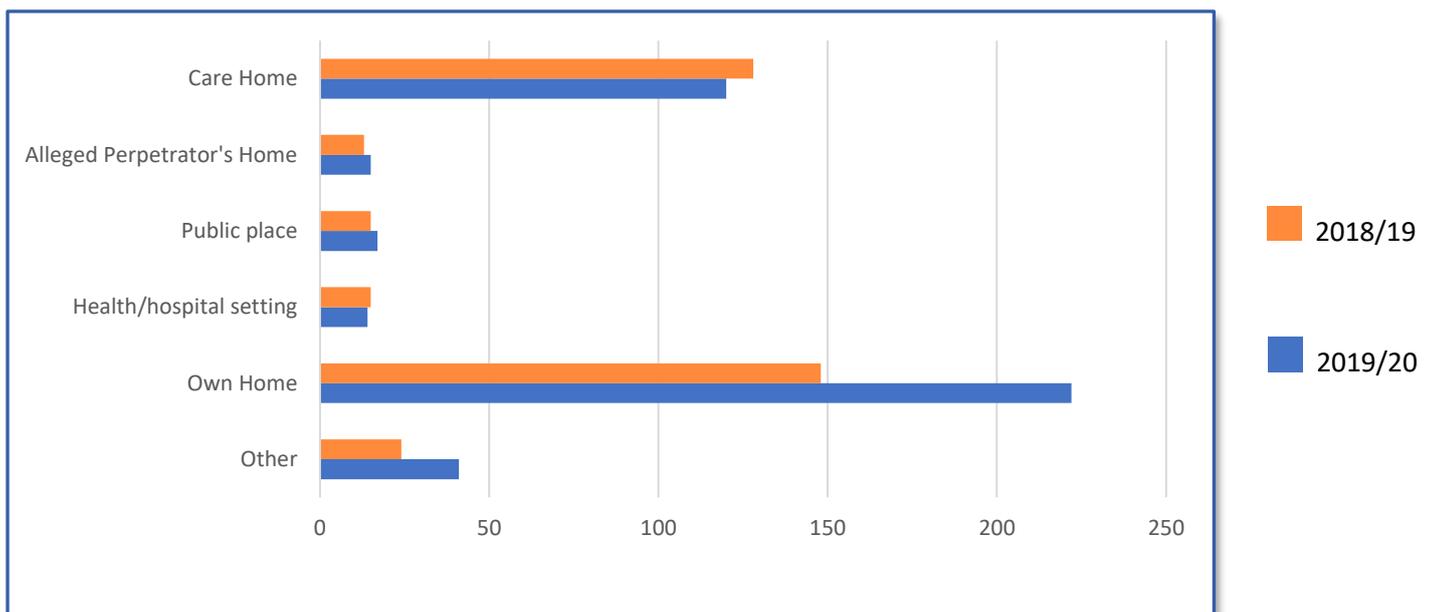
The chart below shows the number and type of safeguarding abuse investigated in 2019/20 compared to those investigated in 2018/19.



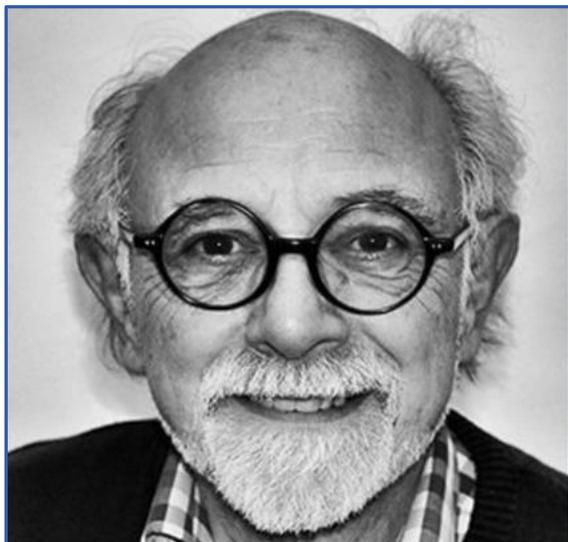
There has been a significant increase in the number of cases relating to self-neglect, neglect by care services or carers, and domestic violence (which can also include physical abuse, sexual abuse and/or psychological abuse). Some of these increases coincide with lockdown restrictions during the Covid-19 pandemic at the end of 2019/20 when families found it harder to access services and support.

## Where the abuse took place

The chart below shows the number of safeguarding enquiries completed by location in 2019/20 compared to the cases completed in 2018/19.



# Message from the Independent Chair



alignment of services across Oldham's five health and social care community clusters to reflect locality living.

All of this should ensure a more responsive safeguarding provision from agencies and a greater confidence in the community to raise safeguarding concerns.

The Oldham Safeguarding Adults Board continues to commit itself to being a learning forum. This can be seen in its response to findings from the Safeguarding Adult Reviews, its ability to adapt and respond to new manifestations of safeguarding need and its preparedness to be led by people's experiences of accessing help and support.

As part of our learning culture we invited Dr Adi Cooper OBE to join our Development Day in February 2020. Drawing on her extensive experience chairing the Association of Directors of Adult Social Services (ADASS) and several Safeguarding Adults Boards, Dr Cooper reflected on the positive attitudes of partners and culture of the Oldham Board. She challenged us to aim high with our safeguarding ambitions and to continue to shift from a Local Authority focus to ensure that safeguarding is recognised as everyone's business.

The period covered by this annual report came to a close as the impact of the Covid-19 pandemic was felt in Oldham. Whilst this posed significant challenges for all agencies and services in Oldham, including the Adult Safeguarding Board, it has also shown how well services have come together to safeguard adults at greater risk of experiencing abuse and neglect as a result of the lockdown arrangements. The Covid-19 pandemic has also provided significant learning opportunities, as we will report next year, which will enable more effective safeguarding practice in the future.

A handwritten signature in black ink, appearing to read 'H. Giller'.

Henri Giller  
Independent Chair  
Oldham Safeguarding Adults Board

“ This annual report demonstrates the growing role of the Oldham Safeguarding Adults Board and the effective influence its work has on the lives of people in Oldham. However, this increase in influence and the reach of the Board across local communities, brings an increase in the number of referrals and enquiries into adult safeguarding concerns. Moreover, these referrals and enquiries show an ever-increasing degree of complexity and involve people who do not always have the capacity to make decisions with respect to their own health, safety and wellbeing. This, in turn, is reflected in the primary reason for referrals. While we continue to see substantial numbers of referrals for physical and psychological abuse, there has been a significant increase in the number of referrals that relate to neglect or acts of omission, where people have struggled to meet their basic needs including medication, nutrition, housing and heating.

In order to meet the different safeguarding challenges, the Oldham Adults Safeguarding Board has been seeking to reposition itself to be more responsive to emerging trends. This is all part of the Boards response to improve its efforts in Making Safeguarding Personal.

This work has involved close examination of the context for prevention of safeguarding need and how we translate this into practice, the engagement of users and their carers to gain a better understanding of what they need to help keep them safe, and the re-

# Safeguarding Adult Reviews

The Board has a legal duty to carry out a **Safeguarding Adult Review** if it believes that someone in Oldham has died of, or experienced, serious abuse or neglect which could have been prevented. A review brings together all the organisations connected with an individual to review the way services worked together. The process also invites the individual, if they are still alive, or the family to take part in the process to share their experiences.

The aim of a review is to gather learning to improve services and prevent the abuse or neglect happening again. There are many different types of abuse and neglect including financial abuse, sexual abuse, neglect, domestic violence, elder abuse, physical abuse, psychological abuse, modern slavery and organisational abuse.

Where cases do not meet the legal requirements for a formal Safeguarding Adult Review, but the Board feels there are lessons to be learnt, it can carry out a Learning Review.

The information below shows the number of reviews that were commissioned by the Board in 2018/19 and 2019/20.

2018/19 2 Safeguarding Adult Reviews  
1 Learning Review



2019/20 5 Safeguarding Adult Reviews  
4 Learning Reviews



The following stories show what can happen when families and services work together to prevent abuse or neglect or, in the case of Kasia, what happens when there isn't a service with overall responsibility for coordinating support.

## Andy's Story

Andy is 40 years old. A few years ago, he was attacked and suffered a brain injury which has left him with several chronic health issues including epilepsy, neurogenic bowel and bladder problems and problems swallowing. Andy receives all his nutrition via a special (PEG) tube.

Andy depends on nursing staff to anticipate all his needs and sometimes this requires 5 members of staff to help him at the same time which can upset him.

Andy's mum raised several safeguarding concerns about the nursing staff relating to unexplained bruising, issues with the PEG feed and his personal care. Concerns were also raised by the nursing staff who were unhappy with the way Andy's mum behaved with them. The relationship between nursing staff and Andy's family started to break down.

A safeguarding enquiry officer got involved and recognised that Andy's communication improved through one-to-one interaction and with people who he is close to. The enquiry officer developed a positive relationship with Andy and completed a life story with him.

As Andy did not have the capacity to make his own decisions about where he lived, or about his care and treatment, the enquiry officer connected him to an independent advocate who was appointed to represent Andy's wishes at meetings about his care.

Andy was originally from Manchester and his family still live there. One of the outcomes from the 'Making Safeguarding Personal' conversations with Andy, his advocate and his family was to move him to a nursing home in the Manchester area.

Andy's mother and other family members can visit him every day and the combination of this and less restrictive care means that he is more settled, and his family have a more positive relationship with staff.

# Safeguarding Adult Reviews

## Kasia's Story

Kasia was a victim of domestic violence. Her three children were living with other family members whilst she was living in a rented property with no food or heating. Kasia was at risk of becoming homeless and services were concerned about her mental health and wellbeing because she often drank, became aggressive and neglected her wellbeing.

On one occasion Kasia was admitted to hospital as she was found unconscious outside her house with hypothermia after drinking alcohol. Kasia experienced minor physical injuries in the year before she died such as bruising and grazes associated with falls.

Kasia's mother tried to get support for her daughter on several occasions and finally reported her concerns to the police. The police went to Kasia's house but found that she had died. There were around one hundred empty alcohol bottles littered throughout the property.

It is not clear if Kasia understood the implications of her actions because services did not explore this with her. What is clear is that Kasia was known to several different services so the main concern raised by the Safeguarding Review was that agencies had failed to talk to each other about how they could work together to help Kasia.



The Safeguarding Review for Kasia also looked at some similar cases. The review made the connection between key factors such as homelessness, childhood trauma, physical and mental ill-health and substance misuse.

The following recurring issues were highlighted by the review:

- Frustration by people with multiple and complex needs to connect with lots of different services at the same time.
- Inflexible services that do not shape their support to meet people's unique situations. Services can create barriers to access, especially for those whose lives are chaotic and challenging.
- Adverse childhood experiences can result in homeless women experiencing a complex mix of social and health issues which put them at risk of further abuse.
- Services can be quick to close cases, or step back and transfer responsibility to others, or have rigid referral criteria when a more flexible and proactive approach is needed to look at people as individuals.
- In cases of domestic violence and child protection, services should also consider ongoing support to safeguard a mother when children are removed.

The Board accepted all fourteen of the recommendations in the Safeguarding Review and have a plan in place to change the way services work to prevent similar cases like this happening again. The key recommendation focuses on improving multi-agency working by identifying a lead agency and key worker and hosting multi-agency meetings that create the time and space to focus on complex and challenging cases that span across Adults and Children's services.

The Board has made a commitment to implement the recommendations within twelve months and report back on the changes it has made to services and how this has improved the situation for people in Oldham.

An update will be included in next year's Annual Report.

# People at the Heart of what we do

One of the main priorities of the Board is to ensure that agencies listen to the wishes of the individual at the centre of a safeguarding enquiry. Whilst this seems obvious sometimes the act of bringing organisations together to help find solutions can end up focusing on the process rather than the person.

In Oldham we want to make sure that people control decisions about their own lives.

## What we did in 2019/20

Every safeguarding enquiry must start by asking the person what they would like to change about their situation or what they want to happen as a result of the safeguarding concern. This is recorded so the Board can review how well services support people during a safeguarding enquiry.

In 2019/20, over 90% of Oldham residents involved in a safeguarding enquiry were asked about their wishes and the outcomes they wanted to achieve. Our aim is to increase this figure in 2020/21 and we will report on our progress in next year's Annual Report.

The Board has also been involved in an exciting project with a Community Theatre Company called Made by Mortals. In September 2019, a mix of local people and professionals from Oldham took part in a drama production called Rats in the Sofa. The performance explored financial abuse, hoarding and self-neglect and created a safe space for people to share stories and ideas about how to keep each other safe and manage risky situations.



The project was led by Age Uk Oldham, Healthwatch Oldham, Oldham Council and Made by Mortals and was a great example of how extraordinary people

with their own 'lived experience' can create a show about safeguarding and use it to connect with others in similar situations.

**"The process benefits both the audience and the performers involved. It helps professionals working in safeguarding put their work into context and consult in a meaningful and accessible way...and helps 'real people' experience a sense of authorship over their lives and the world in which they live."**

Paul Hine, Made by Mortals

The aim of the performance was to come up with solutions to help prevent abuse and neglect. The performance listened to the experiences of people with mental health, learning disability, addiction and/or long-term health issues who are not eligible for Adult Social Care support.

Rats in the Sofa was jointly funded by Healthwatch Oldham, Turning Point, Age Uk Oldham, Oldham Council, Oldham CCG, GMP and Greater Manchester Health and Social Care Partnership.

## Our plans for 2020/21

In 2020/21, we will continue to develop solutions to help prevent people in Oldham experiencing abuse, neglect or exploitation. Despite the impact of the Covid-19 pandemic we will continue to collect and share people's stories. We are working with local people and groups to establish a **Safeguarding Voice Network** and create a podcast library. People's stories will be used to help professionals and organisations adapt services to reflect the needs and wants of people in Oldham, ensuring that the views of local people are at the heart of Oldham's safeguarding practice.

**"Sharing stories allows people to be educated and to be closer together and that is important in a social community like we have."**

John, Rats in the Sofa, September 2019

# Our Work in 2019/20

The role of the Oldham Safeguarding Adults Board is to ensure that organisations across Oldham are working together to help adults live safely. This means helping people to make decisions about the risks they face and protect people who are not able to make decisions for themselves.

The Board's Three-Year Strategy sets out the changes it wants to achieve and explains how partners will work together. Each year partner organisations provide an annual summary of their safeguarding work which is published in the Board's **2019/20 Single Agency Report**. Some key achievements include:

- Oldham partners have delivered mandatory safeguarding awareness training to relevant staff and additional training has been offered by some agencies covering the Mental Capacity Act, suicide prevention, domestic abuse awareness and 'unconscious bias'.
- Learning from the Safeguarding Adult Reviews has changed the way services are provided through new policies and procedures on 'Persons in a Position of Trust' and self-neglect. As an example, The Royal Oldham Hospital has adopted processes to identify and address self-neglect both within the hospital and community setting.
- A dedicated Business Unit has been set up to strengthen and improve the local Safeguarding Adults Board arrangements. The service is hosted by Oldham Council and provides a multi-agency safeguarding resource for partners on the Board as well as agencies and communities across Oldham.
- A total of fifteen workshops have been held to raise awareness of PREVENT, a programme designed to reduce the radicalisation of vulnerable adults. Over 380 staff from different organisations took part in the training.
- The Prevention Sub Group reviewed eight safeguarding case studies to understand what good preventative safeguarding looks like. The group identified several recurring themes relating to older people who self-neglect, in particular the need to improve the early identification of safeguarding concerns within primary care.



- In March 2020, the Covid-19 pandemic and lockdown restrictions changed people's situations overnight. The Board recognised that limited access to family, friends and services placed some groups in Oldham at a much greater risk of abuse or neglect. In response it set up the Covid-19 Safeguarding Assurance Group bringing together council, health and police services. Through weekly updates the group gathered information to identify safeguarding trends and understand the levels of risk for people in Oldham. The Board ensured that organisations reacted appropriately to safeguarding issues as they emerged.
- Domestic abuse and elder abuse have been key areas for concern during the Covid-19 lockdown. Partners in Oldham were quick to adapt their services and focus on prevention. The National Probation Service worked with several agencies to ensure known victims of domestic violence were actively supported during lockdown, whilst Greater Manchester Police hosted successful domestic abuse Facebook adverts and campaigns with partners in Oldham. Age UK Oldham also created a crisis support service to help unpaid carers manage the challenging behaviour of the person they care for during lockdown.
- Care Homes have also felt the impact from Covid-19 with the dual challenges of low staffing levels and residents with high needs. Council and health services in Oldham established the multi-agency Supporting Treatment in Care Homes (STICH) team to offer wrap around support and pick up any safeguarding concerns. The STICH model has been identified as an example of best practice across Greater Manchester

**Oldham Council** is responsible for providing a range of public services to support local communities. One of the main services it provides is Adult Social Care which offers practical support to help people live independently and safeguard people who have extra support needs from abuse or neglect.

In Oldham, Social Care has been integrated with some community health teams and sits within the **Adult Community Health and Social Care Service**.

## Where does safeguarding fit?

Safeguarding is central to Oldham's Adult Community Health and Social Care service. We work with individuals to make safeguarding personal by understanding what is important to them and how they want to live safely. Working with other agencies we help people to identify and manage risks to help safeguard themselves and prevent abuse.

We also have a duty to make sure that people are not illegally deprived of their liberty, and work with care providers to review the quality and safety of their services so people are not neglected or abused.

## Lessons from Safeguarding Adult Reviews

In line with recommendations from the Self-Neglect Thematic Review new systems have been set up across Adult and Children's services to help staff understand and recognise patterns of self-neglect as they emerge. These systems also include multi-agency processes designed to coordinate and join up services to help people live safely and maintain their wellbeing.

## In 2019/20 our safeguarding work focused on:

- **Consistent Safeguarding** – we have been working with partners to develop guidelines and policies to improve the way statutory services work together to safeguard adults.
- **Improving skills** – a programme of safeguarding training has been delivered to Community Health and Social Care services to improve the way we identify, support and help people to keep safe.

- **Creating a new multi-agency Strategic Safeguarding Service** - based on recommendations from the Safeguarding Review completed in January 2019, the new service includes specialist safeguarding workers, a revised Deprivation of Liberty function and enhanced safeguarding support based within five community hubs.
- **Tackling new safeguarding trends** – particularly focusing on emerging issues of self-neglect, domestic abuse, and complex safeguarding which can include sexual and financial exploitation, drug and alcohol issues and trafficking. Some trends increased during the Covid-19 pandemic and will continue to be a priority in 2020/21.

## Our Priorities for 2020/21

Oldham Council will continue to deliver its statutory safeguarding functions and the focus on human rights, wellbeing and safety will be central to the work of Community Health and Social Care Services.

The biggest challenge going forward will be the continued impact of the Covid-19 pandemic. Whilst our statutory duties for safeguarding have not changed, Adult Community Health and Social Care Services in Oldham have responded to the pandemic by adapting ways of working to maintain existing services whilst developing new solutions to support adults at greater risk of abuse or neglect as a result of the Covid-19 pandemic lockdown. We are preparing for an increase in safeguarding activity as the visibility of some adults who have been hidden from services is regained. Other priorities for 2020/21 include:

- Embedding safeguarding within the five community hubs across Oldham to proactively identify and connect with people who have extra support needs to prevent a safeguarding incident.
- Improve the current Deprivation of Liberty Safeguards as part of national legislation designed to support people who do not have the capacity to make their own decisions.

We will continuously review safeguarding trends and how we are working to ensure Community Health and Social Care services can respond to any increases in demand during the Covid-19 recovery phase and ensure individuals remain at the heart of our work.

**NHS Oldham Clinical Commissioning Group** is responsible for deciding how taxpayers' money is spent on the health of people who live in Oldham. It is a member led organisation and every family doctor in Oldham is a member.

The vision of NHS Oldham Clinical Commissioning Group is to improve the health and healthcare for people of Oldham and ensure high quality services are provided close to the patient's home and represent good value for money. The Clinical Commissioning Group shapes the services provided by local GPs and hospitals.



## Where does safeguarding fit?

Safeguarding is central to the work of the Clinical Commissioning Group. As well as commissioning health services on behalf of Oldham residents it has a key role reviewing services to make sure that the people who use them are safe and protected from abuse or neglect.

As well as being core members of the Board, the Clinical Commissioning Group deliver regular safeguarding training sessions and the Designated Safeguarding Nurse for adults leads the Safeguarding Adult Reviews.

## Lessons from Safeguarding Adult Reviews

One of the main areas of learning from the Safeguarding Reviews relates to the development and care of pressure ulcers. An action plan has been developed based on review recommendations to create a multi-agency process to ensure the early identification and treatment of pressure ulcers.

## In 2019/20 our safeguarding work focused on:

- **Pressure ulcers** – at a Greater Manchester level we have been working with partners to review current processes to manage safeguarding concerns for people with pressure ulcers.
- **Self-neglect** – At the beginning of 2019/20, the Safeguarding Adults Board commissioned a thematic review in response to four self-neglect cases that resulted in the deaths of Oldham residents. The Designated Safeguarding Nurse was the lead for this review, supporting the independent author. The review is an example of a successful multi-agency initiative with over fifty representatives taking part in the learning event. The case of Kasia is highlighted in this Report.
- **Out of borough placements** – The Clinical Commissioning Group is working to address ongoing challenges to ensure the safety of Oldham residents placed in accommodation outside of the borough. This is a particular concern for those in specialist secure facilities.

## Our Priorities for 2020/21

The Clinical Commissioning Group will continue to review and monitor the safety of services across GP practices and hospital settings and adapt services to truly embed the learning from Safeguarding Reviews.

However, the biggest challenge will be the continued impact of the Covid-19 pandemic. Health services in Oldham were quick to respond to the pandemic and have had to adapt and work in very different ways. The challenge is to ensure that all services come back to full capacity, whilst recognising that different ways of working will continue for the foreseeable future. Whilst this presents a challenge it also brings opportunities as teams and services have found ways of working more collaboratively together to solve problems quickly and effectively.

As lockdown eases, we need to balance the safety of both staff and service users whilst remaining visible to those in extremely vulnerable circumstances. We will strive to make sure services across the system work well together whilst ensuring that the needs of the individual remain a key priority.

# Partner Contributions



**Greater Manchester Police** exist to keep people safe and protect local communities. In Oldham, Neighbourhood Policing Teams are made up of dedicated neighbourhood officers based in the community, supported by additional police officers from the wider area. We work closely with local authorities, partner agencies, community leaders and residents to decide on local policing priorities.

## Where does safeguarding fit?

Safeguarding is the responsibility of every member of the policing team from call takers, first responders, neighbourhood policing teams to detectives and specialist officers. Making sure that people are safe and protected from abuse and neglect is the foremost priority at any incident. Where officers have a concern, there are clear processes in place to trigger a safeguarding referral to multi-agency partners.

## In 2019/20 our safeguarding work focused on:

- Setting up a **Complex Safeguarding Team** – Complex Safeguarding is the term used by the police to describe criminal activity that includes the sexual exploitation of vulnerable children and adults, financial exploitation, trafficking and modern slavery. This work covers all ages and will be an important focus going forward.
- **Domestic Abuse** – There has been an increase in demand related to domestic abuse cases that came to a head during the Covid-19 pandemic lockdown. In response we established a Facebook Panel for domestic abuse giving us a greater reach into the community to signpost people to help.
- **Stalking Protection Orders** – These orders can be implemented without the victim's involvement if an agency feels that an individual is at risk but is fearful of supporting a stalking order.



In 2019/20 GMP faced a challenge with the introduction of a new IT platform called IOPs which made the headlines for all the wrong reasons. This resulted in an inspection and a recommendation to review the domestic abuse cases referred to the service since the system was set up. The system is now working well and has proved to be a valuable resource for supporting vulnerable adults.

## Lessons from the Safeguarding Adult Reviews

GMP has set up a process to capture the recommendations and learning from Oldham's Safeguarding Adult Reviews. Information from a review is uploaded onto a district tracker and the information is cascaded to the Single Point of Contact Officer to ensure that the relevant information and recommendations are acted upon and disseminated. The Officer sends written confirmation when this has been done.

## Our Priorities for 2020/21

In 2020/21 GMP will continue to focus on the impact of the Covid-19 pandemic lockdown and address the increased demand in domestic violence and child abuse cases. We expect to see a continued rise in cases due to ongoing restrictions and backlog of reports, although this is yet to be seen within GMP.

We have already initiated a successful partnership approach to World Elder Abuse Day in June 2020. This involved partners and members of the public coming together to raise awareness of Elder Abuse through a social media and leaflet campaign. We are also planning to hold a second Stalking Scrutiny Panel bringing together police, the Crown Prosecution Service, Victim Service Coordinators and other partners to develop a multi-agency response.

Other priorities will focus on the Investigative Safeguarding Review which is the evaluation of the merger of the Criminal Investigation Department with the Public Protection Investigation Unit and how it can improve investigations involving vulnerable adults. We will continue to roll out the successful Adult at Risk Policy used by frontline officers attending calls where they recognise vulnerability.

# Our Plans for 2020/21

The work of the Oldham Safeguarding Adults Board and its Sub Groups are continuing as normal despite the impact of the Covid-19 pandemic. Virtual meetings are working well and some of the new safeguarding processes introduced for lockdown will continue as best practice going forward.

As the ongoing impact of Covid-19 will not be known for some time, local safeguarding trends will be closely monitored and reviewed to ensure the Board remains focused on issues that pose the greatest risk to vulnerable adults. The Board's current priorities for 2020/21 are to:

**1. Support recovery following the Covid Pandemic.**

This includes supporting victims caught up in the back log of domestic abuse court cases and managing the increase in safeguarding concerns experienced by GM Police, Fire and Rescue Services, Turning Point drug and alcohol support and Pennine Care NHS Foundation Trust.

**2. Improve the way we communicate:** Our priority is to develop the Oldham Safeguarding Adults Board website to provide information, newsletters and training resources for communities and professionals. The website will also host a programme of awareness campaigns coordinated with the Local Safeguarding Children's Partnership.

**3. Help young people moving into adult services:** Establish a 'Transitions' safeguarding offer to ensure seamless support for young people leaving care, and for young people moving into adult health, social care or criminal justice services. The joint Children's and Adults Transitions Sub Group will review how well the current Transitions offer works and highlight new initiatives such as the introduction of specialist Transitions staff by the GM Community Rehabilitation Company (CRC).

**4. Make it easier to report a concern:** We will review the way safeguarding enquiries are reported and managed through the Multi-Agency Safeguarding Hub (MASH). This includes developing clear processes to manage safeguarding referrals and concerns for people who are at risk of abuse but not eligible for Adult Social Care support.

**5. Be led by people's experiences of services:** Set up the Safeguarding Voice Network to make sure the work of the Oldham Safeguarding Adults Board is shaped by the views of local people. The Rats in the Sofa engagement event started to identify interested individuals and groups, however Covid-19 lockdown restrictions have delayed the Network getting together. In response, the 'Making Safeguarding Personal' Sub Group is working on a virtual project to connect people and share stories.



**6. Ensure consistent safeguarding standards:** Set up a group to review the quality of services in Oldham, making sure that different organisations have the same standards in place to safeguard adults and all services use the same processes to report and manage safeguarding concerns.

**7. Embed learning from safeguarding reviews:** Make sure that recommendations and learning from the Self-Neglect Thematic Review are adopted by all partner organisations and reviewed to understand how these changes have made a difference.

**8. Respond to Complex Safeguarding issues:** Build on the work of the Children's Safeguarding Partnership, GMP, Domestic Violence Partnership, National Probation Service and housing to focus on complex issues related to exploitation. Learning Events will bring together people with lived experience and agencies to share understanding and help prevent these forms of abuse from happening in the future.

**9. Training:** We will work collectively to commission and provide safeguarding training resources for partner organisations and Oldham communities.

# Get involved!

There are lots of ways to get involved to support the work of Oldham's Safeguarding Adults Board.

## Stay in touch

The work of the Board is supported by the Safeguarding Adults Business Unit. We help the Board to carry out its legal roles and signpost residents and professionals to information, advice and training resources. If you would like to keep in touch and find out more about our work through our newsletters, please contact us by email:



**OldhamSafeguardingAdultsBoard**  
**@oldham.gov.uk**

## Oldham Safeguarding Voice Network

The Board is keen to work with Oldham residents and groups to set up the Safeguarding Voice Network. This group will make sure that services, are led and shaped by the people best placed to know what works: people who use the services.



As a member of this Network you will get the chance to meet and connect with other people as a social group, share your ideas, or tell us about your experiences to help us improve local services.

The Network will also lead awareness raising campaigns and engagement events and support the training of operational teams by sharing stories and experiences.

## What to do if you are worried about an adult

Abuse and neglect can happen anywhere, be carried out by anyone and it can take many different forms.

If you are experiencing abuse, or you think someone you know is experiencing or is at risk of being abused or neglected, and they are not able to protect themselves then please report it.

The Oldham Multi-Agency Safeguarding Hub (MASH) has been set up to help people who want to report a safeguarding concern:



**0161 770 7777** or  
**Adult.Mash@oldham.gov.uk**

## Social media

You can also follow us on Twitter and share our content to raise awareness of safeguarding and what people can do to keep them and their families and friends safe in Oldham.

 **@SafeguardOldham**

# Thank you from us



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## Report to Overview and Scrutiny

# Local Development Scheme September 2020

### Portfolio Holder:

Councillor Hannah Roberts

**Officer Contact:** Helen Lockwood, Deputy Chief Executive - People and Place

**Report Author:** Elizabeth Dryden-Stuart, Team Leader – Strategic Planning and Information

Ext. 1672

## 8<sup>th</sup> September 2020

### Reason for Decision

To approve the update and publication of the council's Local Development Scheme (LDS) September 2020.

### Executive Summary

The council has to prepare a Local Plan to ensure that we have an up-to-date and comprehensive planning framework to support the borough's economic, environmental and social objectives. The Local Development Scheme (LDS) is the project plan for the Local Plan. It sets out details and timetables about the planning documents we will prepare, including:

- Oldham's Local Plan (incorporating site allocations); and
- Greater Manchester's Plan for Homes, Jobs and the Environment (GMSF).

This update ('Issue 11') is effective from 25<sup>th</sup> September 2020.

### Recommendations

It is recommended that the revisions to the LDS go forward for approval, following on from which the LDS will have effect from 25<sup>th</sup> September 2020.

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Delegated Approval  
Overview and Scrutiny Board  
SMT  
DMT

24<sup>th</sup> September 2020  
8<sup>th</sup> September 2020  
3<sup>rd</sup> September 2020  
26<sup>th</sup> August 2020

## Local Development Scheme September 2020

### 1 Background

- 1.1 The council has to prepare a Local Plan to provide an up-to-date and comprehensive planning framework that will support the borough's economic, environmental and social objectives. The Local Development Scheme (LDS) is a public statement setting out the council's project plan for preparing the Local Plan and its supporting documents.
- 1.2 In accordance with Section 15(7) of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011), this LDS replaces 'Issue 10' and shall have effect from 25th September 2020.
- 1.3 The purpose of the LDS is to:
- Set out what planning policy documents exist and what new documents will be prepared as part of, and in support of, the Local Plan;
  - Set out the timescales the public can expect for the preparation and review of these documents;
  - Indicate when the local community can get involved and influence the plan-making process;
  - Enable work programmes to be set for the preparation of Local Plan documents; and
  - Show how the programme for the production of documents will establish and reflect the council's priorities and to assist the programming of other council strategies and programmes.
- 1.4 Following approval the LDS will then be published in line with the council's Statement of Community Involvement and placed on the council's website.
- 1.5 The main changes to this LDS and that published in January 2020 ('Issue 10) are as follows:
- Reference has been included to the recent application by "The Chadderton Partnership" to Oldham Council to designate a neighbourhood area and Forum for Chadderton under sections 61F and 61G of the Town and Country Planning Act 1990. This is currently out to consultation.
  - The Greater Manchester's Plan for Homes, Jobs and the Environment (GMSF) profile has been amended to reflect the most recent timetable published by the GMCA; and
  - The timetable for preparation of the Local Plan and Proposals Map has been amended to reflect changes made to the GMSF as above. The next stage of consultation, Issues and Options, is now scheduled to take place in November / December 2020.

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## 2 Current Position

2.1 Oldham's Local Plan currently comprises a series of documents which together provide the statutory development plan for the borough and are:

- The Joint Core Strategy and Development Management Policies Development Plan Document (Joint DPD), adopted in November 2011;
- Proposals Map, dated April 2013;
- The Greater Manchester Joint Waste Plan, adopted in April 2012; and
- The Greater Manchester Joint Minerals Plan, adopted in April 2013.

2.2 In addition to the above there are a limited number of policies from the Oldham Unitary Development Plan (2006) that have been 'saved'. There are also supporting documents such as:

- The Statement of Community Involvement (SCI), adopted 20 March 2019;
- Supplementary Planning Documents and Interim Planning Position Papers; and
- Oldham's Monitoring Reports.

2.3 Greater Manchester's Plan for Homes, Jobs, and the Environment (GMSF) is being jointly prepared by the ten Greater Manchester local authorities. The latest consultation was on the 2019 Draft Plan which ran from 14 January to 18 March 2019. The next stage of consultation is scheduled for late 2020 / early 2021. The proposed timetable for the remaining stages of the GMSF is set out in the LDS and in table 1 below.

2.4 Once adopted, the GMSF as a joint DPD of the ten Greater Manchester local authorities, will form part of Oldham's Local Plan.

2.5 The current Joint DPD was adopted in November 2011 and a review of Oldham's Local Plan is required for a number of reasons, in particular:

- To meet the requirements set out in NPPF, particularly in relation to the need for Local Plans to be reviewed every five-years and then updated as appropriate;
- There are policies, particularly those in relation to housing and employment, that need to be updated due to changes in market signals, local circumstances and priorities, and legislation, to provide a succinct and up-to-date plan in line with the requirements set out in NPPF; and
- There will be a need to reflect the GMSF and provide further direction and guidance at local level.

2.6 The Local Plan will deal with matters at the local level setting out the spatial vision, strategic objectives and strategy for Oldham and cover planning policies and site allocations, where they provide additional policy direction for Oldham,

2.7 Section 5 of the LDS includes profiles for both the GMSF and Oldham's Local Plan, setting out a broad timetable for the preparation of each. Preparation of the Local Plan continues to twin-track preparation of the GMSF where possible. The Local Plan timetable will be kept under review, having regard to any further delays in the preparation of the GMSF. The timetables for both are set out in table 1 below

**Table 1 - Timetables for GMSF and Local Plan review**

<b>GMSF Stage</b>	<b>GMSF</b>	<b>Local Plan Review Stage</b>	<b>Local Plan Review</b>
<b>Initial consultation on the objectively assessed development need</b>	November 2014		
<b>Consultation on vision, strategy and growth options</b>	October to December 2015		
<b>Consultation on Draft Plan 2016</b>	October 2016 to January 2017		
		<b>Consultation on Regulation 18 Notification and Scoping Report</b>	July to August 2017
<b>Consultation on Draft Plan 2019</b>	January to March 2019		
<b>Publication of Plan</b>	Late 2020 / early 2021		
		<b>Consultation on Issues and Options (Regulation 18)</b>	November / December 2020
<b>Submission</b>	Summer 2021		
		<b>Consultation on Draft Plan (Regulation 18)</b>	Summer 2021
<b>Examination</b>	Winter 2021 / Spring 2022		
<b>Adoption</b>	Summer 2022		
		<b>Consultation on Public Plan (Regulation 19)</b>	Summer 2022
		<b>Submission</b>	Autumn 2022
		<b>Examination</b>	late 2022 / early 2023
		<b>Adoption</b>	Spring 2023

### 3 Options/Alternatives

#### 3.1 Option 1 - To update and publish the LDS

Advantages – updating the LDS means that people will have certainty over the timetable for preparing our planning documents; national planning guidance and legislation requires the preparation of a LDS and that it must be kept up to date.

Disadvantages – there are no disadvantages to updating the LDS.

#### 3.2 Option 2 – Not to update and publish the LDS

Advantages – there are no advantages in not updating the LDS.

Disadvantages – not approving the LDS means that people will have less certainty and confidence in our planning documents coming forward; not updating the LDS means the Council will not be in line with national planning guidance and legislation.

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#### 4 **Preferred Option**

4.1 Option 1 – to update and publish the LDS is the preferred option for the reasons set out above in section 3.

#### 5 **Consultation**

5.1 Consultation has been carried out with the Leader and Portfolio Holder.

#### 6 **Financial Implications**

6.1 The cost of the additional production / distribution of the revised plan can be fully met from within current budgets held within the Development Control and Planning Service area. (Jamie Kelly)

#### 7 **Legal Services Comments**

7.1 In accordance with S15(8) of the Planning and Compulsory Purchase Act 2004 (as amended) the Council must revise their local development scheme at such time as they consider appropriate. The Council must make the up-to-date text of the LDS, a copy of any amendments made to the LDS, and up-to-date information showing the state of the Council's compliance (or non-compliance) with the timetable for the preparation and revision of the Local Plan documents available to the public. Under the Council's Local Development Framework Scheme of Delegation, annual reviews of the LDS are the responsibility of the Cabinet and interim updates (if necessary) are the responsibility of the Portfolio Holder in consultation with the Executive Director. As the LDS was last reviewed in January 2020, this review is being treated as an interim update for the purposes of the scheme of delegation. (A Evans)

#### 8. **Co-operative Agenda**

8.1 The Local Plan follows the values of the Cooperative Agenda. The LDS, which is the project plan for the Local Plan, is being prepared in an open manner following the democratic processes of local government. The LDS allows people to see how and when they can get involved in the plan-making process. The planning process follows the values of the Cooperative Agenda through its consultation with local residents and communities and its open and democratic processes.

#### 9 **Human Resources Comments**

9.1 Not applicable

#### 10 **Risk Assessments**

10.1 The Local Plan is a key document in supporting the planning process and reducing the risk of challenge to future decisions (Mark Stenson)

#### 11 **IT Implications**

11.1 Not applicable

#### 12 **Property Implications**

12.1 There are no property comments at this time. (Bryn Cooke).

#### 13 **Procurement Implications**

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13.1 Not applicable

14 **Environmental and Health & Safety Implications**

14.1 The Local Plan will be the new land use plan and will have beneficial environmental impacts. Preparation of the Local Plan will need to be supported, and informed, by a sustainability appraisal, considering the social, economic and environmental impacts of the Local Plan. The LDS as the project plan has no implications.

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

15.1 The Local Plan is an important element of achieving community cohesion and addressing crime, and will require the completion of an equalities impact assessment as necessary. The LDS as the project plan has no implications.

16 **Equality Impact Assessment Completed?**

16.1 No

17 **Key Decision**

17.1 Yes

18 **Key Decision Reference**

18.1 HSG-06-20

19 **Background Papers**

19.1 No

20 **Appendices**

20.1 Local Development Scheme September 2020

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■	Region	
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11	Appendix 1 - Saved UDP policies and schedule of local development documents	28

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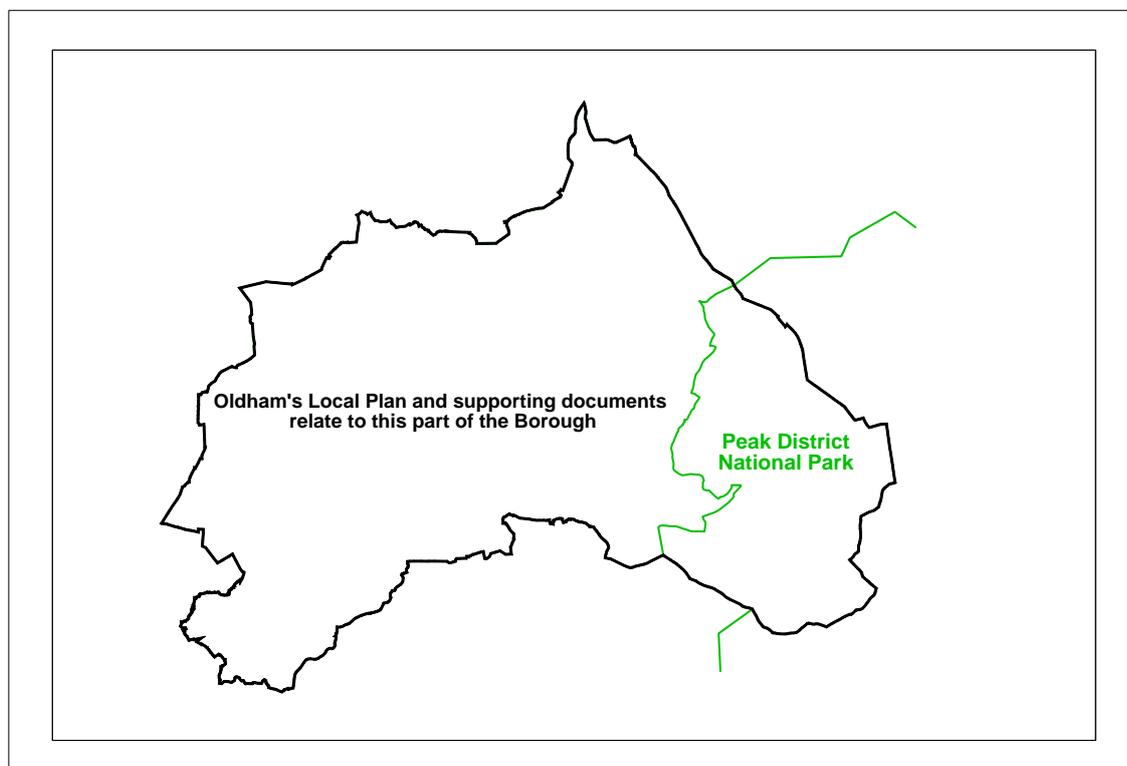
## **1 Availability of document**

- 1.1** This document can be made available in other formats. Please call 0161 770 1672 for information.

## 2 Introduction

- 2.1** The Local Development Scheme (LDS) is a public statement setting out the council's project plan for preparing the Local Plan and its supporting documents. This LDS shall have effect from 25 September 2020.
- 2.2** The purpose of the LDS is to:
- Set out what planning policy documents exist and what new documents will be prepared as part of, and in support of, the Local Plan;
  - Set out the timescales the public can expect for the preparation and review of these documents;
  - Indicate when the local community can get involved and influence the plan-making process;
  - Enable work programmes to be set for the preparation of Local Plan documents; and
  - Show how the programme for the production of documents will establish and reflect the council's priorities and to assist the programming of other council strategies and programmes.
- 2.3** The LDS sets out a programme for the preparation of Oldham's Local Plan for the whole of the borough except that part which falls within the Peak District National Park.

*Figure 1 - Geographical coverage of the borough's local planning policies*



- 
- 2.4** The LDS must be made available to the public and kept up to date. It is important that local communities and interested parties can keep track of progress. Once completed local authorities are required to publish the LDS on their website.
- 2.5** The main changes to this LDS and that published in January 2020 ('Issue 10) are as follows:
- Reference has been included to the recent application by “The Chadderton Partnership” to Oldham Council to designate a neighbourhood area and Forum for Chadderton under sections 61F and 61G of the Town and Country Planning Act 1990. This is currently subject to consultation.
  - The Greater Manchester’s Plan for Homes, Jobs, and the Environment (GMSF) profile has been amended to reflect the most recent timetable published by the GMCA; and
  - The timetable for preparation of the Local Plan and Proposals Map has been amended to reflect changes made to the GMSF as above. The next stage of consultation, Issues and Options, is now scheduled to take place in November / December 2020.

### 3 Oldham's Local Plan

3.1 Figure 2 shows the existing components of Oldham’s Local Plan. It comprises a series of documents which together provide the statutory development plan for the borough:

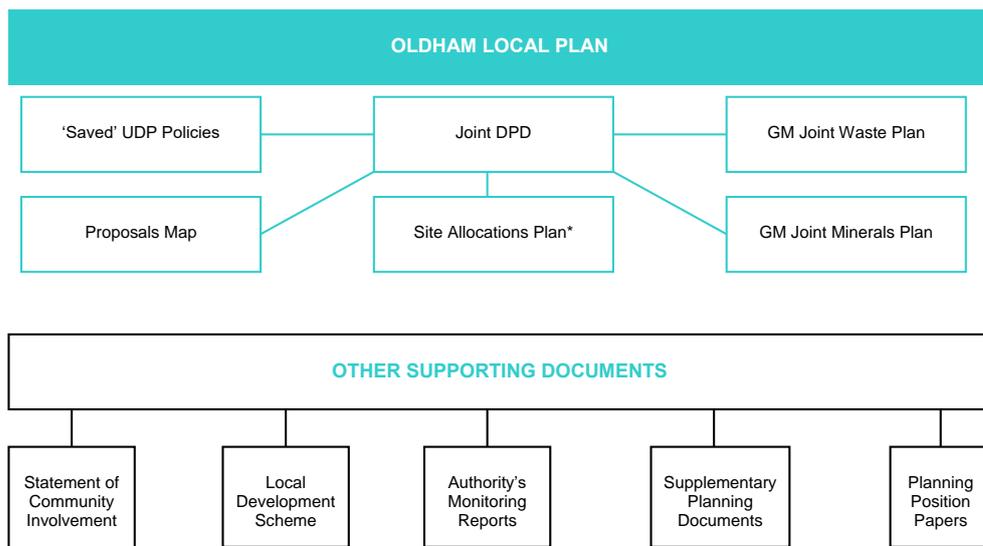
- The [Joint Core Strategy and Development Management Policies Development Plan Document](#) (Joint DPD), adopted in November 2011;
- [Proposals Map](#), dated April 2013;
- The [Greater Manchester Joint Waste Plan](#), adopted in April 2012; and
- The [Greater Manchester Joint Minerals Plan](#), adopted in April 2013.

3.2 There are also a limited number of policies from the Oldham Unitary Development Plan (2006) that have been ‘saved’ and which continue to form part of the borough’s Local Plan. These polices are listed in Appendix 1.

3.3 Other documents that sit alongside and support the Local Plan include:

- The [Statement of Community Involvement](#) (SCI), adopted 20 March 2019;
- [Supplementary Planning Documents](#) on Oldham Town Centre Conservation Area Appraisal and Management Plan, Vibrant centres, Urban Design Guide, Contaminated Land, and Air Quality and Development;
- [Planning Position Papers](#) on Open Space and Supporting Oldham's Economy; and
- The authorities [Monitoring Reports](#).

Figure 2 - Existing Oldham Local Plan Structure



\*No longer being prepared

**3.4** Further details of these documents are set out below.

### **Joint Core Strategy and Development Management Development Plan Document**

**3.5** The current statutory development plan is the Joint Core Strategy and Development Management Policies Development Plan Document (Joint DPD), adopted in November 2011. The Joint DPD is made up of the:

- Core Strategy, which sets out a spatial vision, strategic objectives, a planning and development strategy and a monitoring and implementation framework for achieving delivery; and
- Development Management policies, which set out criteria against which all applications for development and use of land or buildings will be assessed.

**3.6** All other documents forming part of, and sitting underneath, the Joint DPD, such as Neighbourhood Plans and Supplementary Planning Documents, must be prepared in conformity with it.

### **Saved Unitary Development Plan policies**

**3.7** Oldham Council adopted the Unitary Development Plan (UDP) on 14 July 2006. At the time the UDP policies were automatically 'saved' for a period of three years under the 2004 Planning Act. The Secretary of State, in May 2009, agreed to extend the life of the UDP policies until they are replaced by the relevant part of the Local Plan.

**3.8** Most of the ['saved' UDP policies](#) have now been superseded by the Joint DPD, the GM Waste Plan and the GM Minerals Plan.

**3.9** There are however, a small number of UDP policies that remain 'saved' as part of the Local Plan and these are listed in Appendix 1.

**3.10** Following a review of the existing Local Plan the remaining 'saved' UDP policies will be replaced where appropriate or not taken forward.

### **Site Allocations DPD**

**3.11** It was the council's intention to prepare a separate Site Allocations DPD to sit alongside the adopted Joint DPD. Rather than preparing an individual Site Allocations DPD it is now proposed to incorporate site allocations as part of a wider review of the Local Plan.

### **Proposals Map**

**3.12** It is the job of the Proposals Map to express spatially Oldham's Local Plan, illustrating on a map any site-specific designation and land use allocations.

**3.13** The Proposals Map was adopted in November 2011 alongside the Joint DPD. It has to be updated whenever a new DPD is adopted that has a site-specific element to it. It has, therefore, been updated following adoption of the GM Waste Plan and the GM Minerals Plan.

**3.14** A new Proposals Map will be prepared and published to accompany the reviewed Local Plan as appropriate.

## Waste and Minerals

- 3.15** The GM Waste Plan and GM Minerals Plan were both prepared by the Greater Manchester Minerals and Waste Planning Unit on behalf of the ten GM districts. Upon adoption these formed part of Oldham's Local Plan.
- 3.16** The GM Waste Plan came into effect on 1 April 2012 and includes detailed development management policies. It also identifies sites and/or preferred areas for a range of waste management facilities. It supports Joint DPD Policy 7 on Sustainable Use of Resources – Waste.
- 3.17** The GM Minerals Plan came into effect on 26 April 2013. It includes detailed criteria based policies in relation to minerals development across GM, as well as policies covering Areas of Search and Minerals Safeguarding Areas. It supports Joint DPD Policy 8 on Sustainable Use of Resources – Minerals.

## Supplementary Planning Documents

- 3.18** Supplementary Planning Documents (SPDs) expand on policies contained in the Local Plan, providing more guidance to help in their interpretation and implementation.
- 3.19** SPDs do not form part of the statutory development plan and are not subject to public examination. Changes brought in by the Planning Act 2008 mean the LDS does not have to include details of SPDs that may be prepared to support the Local Plan. As such, there are no SPD profiles included in this LDS.
- 3.20** A number of SPDs were prepared to support the UDP. Following adoption of the Joint DPD, the SPDs listed below are still considered to be material considerations in the determination of planning applications as they continue to provide relevant advice:
- [Urban Design SPD](#)
  - [Air Quality and Development SPD](#); and the
  - [Contaminated Land SPD](#).
- 3.21** The [Vibrant Centres SPD](#) was adopted 23 July 2012. The SPD supports Joint DPD policies 15 and 16, and in particular:
- Provides clear and consistent guidance for promoting and maintaining the vitality and viability of Oldham Town Centre and the borough's other Centres;
  - Provides clear and consistent guidance for new proposals and for changes of use for food and drink uses including hot food takeaways;
  - Manages the concentration and clustering of hot-food takeaways and their potential impact on the local environment or amenity of neighbouring residents and businesses; and
  - Ensures all relevant development contributes positively to the visual appearance of the area during opening and non-opening hours.
- 3.22** The [Oldham Town Centre Conservation Area Appraisal and Management Plan \(CAAMP\) SPD](#) was adopted 19 August 2019. The SPD supports Joint DPD Policy 24 Historic Environment, and in particular:

- The CAAMP SPD aims to understand the significance of the Oldham Town Centre Conservation Area and suggests opportunities to enhance its character and appearance.
- The appraisal proposes four extensions to the existing Oldham Town Centre Conservation Area boundary. The extensions have been designated under section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and will be treated as a material planning consideration until formally adopted through the Local Plan review process.
- The Management Plan has followed on from the appraisal of the conservation area. It sets out policies and recommendations around enhancement and regeneration of the conservation area as well as community engagement.

### Planning Position Papers

**3.23** In addition to the SPDs the council has prepared a number of Interim Planning Position Papers, which provide further advice and guidance on the interpretation and implementation of policies in the Local Plan. These have less weight than a SPD but are material considerations in the determination of relevant planning applications.

**3.24** The [Open Space Interim Planning Position Paper](#) sets out how the council will deal with open space contributions for the borough when determining planning applications for relevant development that may impact on open spaces. It must be read alongside Joint DPD Policy 23 on Open Spaces and Sports. In particular, the Paper:

- Identifies factors that should be considered when assessing if an open space contribution is considered appropriate;
- Details the types of open space contribution that may be considered appropriate; and
- Provides details on laying-out and maintenance costs of open spaces to act as guidance in negotiations.

**3.25** The [Supporting Oldham's Economy Interim Planning Position Paper](#) provides further guidance on the interpretation and implementation of Joint DPD Policy 14 on Supporting Oldham's Economy. Policy 14 sets out that where the council is minded to approve the loss of an employment site that it will work with developers to secure measures, as appropriate, to support Oldham's economy. The position paper provides further clarification, and examples, of the measures listed in Policy 14.

### Statement of Community Involvement

**3.26** The planning systems places emphasis on community involvement in the preparation of a Local Plan. The council's Statement of Community Involvement (SCI) outlines when and how the council will engage the community and stakeholders in the preparation of the Local Plan, the GMSF and other planning documents. It outlines how we will provide guidance and assistance to neighbourhood planning groups. It also sets out how the community will be consulted on planning applications.

**3.27** The current SCI was adopted 9th September 2020 and is available on the council's website at [www.oldham.gov.uk](http://www.oldham.gov.uk).

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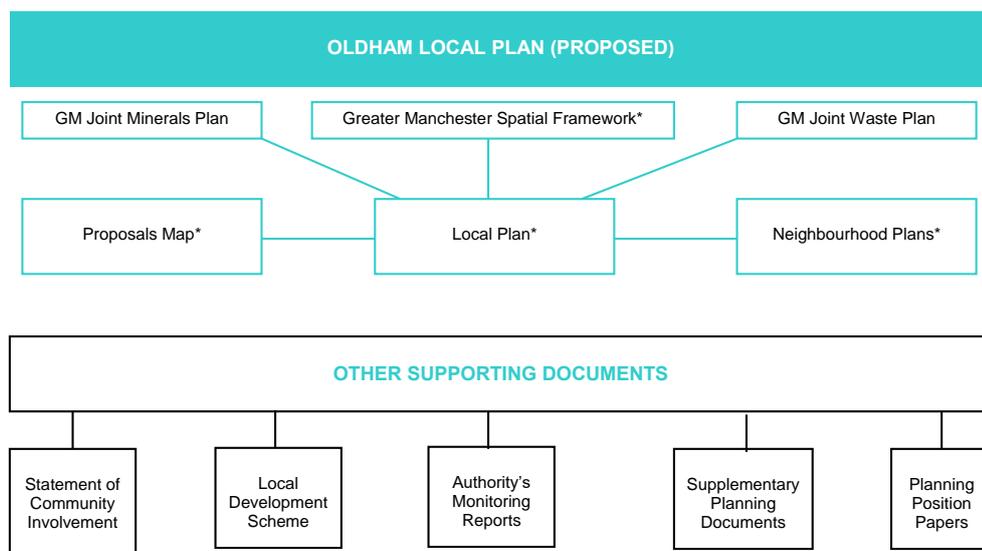
## Monitoring Reports

- 3.28** The authorities Monitoring Report is prepared and published annually. It monitors and reviews the implementation of policies in the Local Plan and provides information on the progress of documents identified for production. The report also provides detailed information on levels of house building and the borough's potential housing land supply, including the five-year deliverable housing land supply.
- 3.29** The most recent Monitoring Report was published December 2019 and covers the period 1 April 2018 to 31 March 2019. It is available on the council's website at [www.oldham.gov.uk](http://www.oldham.gov.uk).
- 3.30** All documents listed above and others relating to the Local Plan can be found on the council's website at [www.oldham.gov.uk](http://www.oldham.gov.uk).

## 4 Documents to be prepared as part of Oldham's Local Plan

4.1 This section provides further details regarding the documents that are to be prepared as part of Oldham's Local Plan.

Figure 3 - Proposed Oldham Local Plan Structure



\*To be prepared/reviewed

### Greater Manchester's Plan for Homes, Jobs and the Environment

4.2 Greater Manchester's Plan for Homes, Jobs, and the Environment (GMSF) is being jointly prepared by the ten Greater Manchester local authorities. The GMSF will provide the overarching framework to strategically manage sustainable growth and development across the conurbation. Further details and the timetable for its preparation is set out in the GMSF profile in section 5.

4.3 The local authorities have each resolved to delegate the formulation of the GMSF to the Greater Manchester Combined Authority (GMCA) who act on behalf of the ten districts for consultation on the GMSF.

4.4 The latest consultation was on the 2019 Draft Plan which ran from 14 January to 18 March 2019.

4.5 Once adopted, the GMSF as a joint DPD of the ten Greater Manchester local authorities, will form part of Oldham's Local Plan.

## Oldham's Local Plan

**4.6** The current Joint DPD was adopted in November 2011 and a review of Oldham's Local Plan is required for a number of reasons, in particular:

- To meet the requirements set out in NPPF, particularly in relation to the need for local plans to be reviewed every five-years and then updated as appropriate.
- There are policies, particularly those in relation to housing and employment, that need to be updated in light of changes in market signals, local circumstances and priorities, and legislation, so as to provide a succinct and up-to-date plan in line with the requirements set out in the NPPF; and
- There will be a need to reflect the GMSF and provide further direction and guidance at a local level.

**4.7** The Local Plan will deal with matters at the local level setting out the spatial vision, strategic objectives and strategy for Oldham and cover planning policies and site allocations, where they provide additional policy direction for Oldham, in relation to (for example):

- Sustainable development;
- Housing;
- Economy and employment;
- Communities and health and well-being;
- Retail and town centres;
- Built environment, design and heritage;
- Natural environment;
- Green Infrastructure, open spaces, sport and recreation;
- Green Belt and Other Protected Open Land;
- Transport and accessibility;
- Infrastructure; and
- Climate change and floodrisk.

**4.8** Whilst the exact scope of the Local Plan review is dependent somewhat upon the GMSF it may include the following:

- The spatial vision, strategic objectives and spatial strategy for Oldham;
- Locally specific strategic and development management policies where they provide additional policy direction for Oldham beyond that set out in the GMSF;
- Designations and allocations for the use of land which may include, for example, housing; business and industry; mixed-use development; protected open land; safeguarded land; green infrastructure; retail leisure; open space, sports and recreation; community facilities, health and education; the natural, built and historic environment; floodrisk; and transport routes and highway or other transport schemes; and
- Monitoring and implementation framework and delivery strategy.

**4.9** The council went out to consultation with a Regulation 18 Notification in summer 2017. This informed the local community, stakeholders, and businesses of the council's intention to review the Local Plan and sought comments on what issues this should address.

- 4.10** Further details and the timetable for reviewing the Local Plan is set out in the Local Plan profile in section 5.
- 4.11** Upon adoption the new Oldham Local Plan and the GMSF will replace the Joint Core Strategy and Development Management Policies DPD (adopted November 2011); the remaining saved policies of Oldham's Unitary Development Plan (adopted 14 July 2006); and the Proposals Map.

### **Neighbourhood Planning**

- 4.12** Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and deliver the sustainable development they need. Neighbourhood planning allows communities to prepare:
- Neighbourhood Development Plans - general planning policies for the development and use of land in a neighbourhood;
  - Neighbourhood Development Orders - can grant planning permission for specific types of development in a specific neighbourhood area; and
  - Community Right to Build Orders - put together by local people who can decide on the type, quantity and design of buildings they want, and in the locations they want them.
- 4.13** Neighbourhood Plans must be in general conformity with the strategic policies of the Local Plan and be aligned with the strategic needs and priorities of the wider local area. Neighbourhoods should plan positively to support the Local Plan and should not promote less development than that set out in the plan or undermine its strategic policies. Once in place they become part of the Local Plan and the policies contained within them are then used in the determination of planning applications.
- 4.14** Currently there has been one neighbourhood area designated in Oldham - Saddleworth Neighbourhood Area. This covers the whole parish area. An application was also made to the Peak District National Park Authority which covers part of the Parish Council area. Saddleworth Parish Council has now begun to prepare a neighbourhood plan with advice and assistance from Oldham Council and the Peak District National Park Authority.
- 4.15** A residents group known as "The Chadderton Partnership" has also applied to Oldham Council to designate a neighbourhood area and Forum for Chadderton under sections 61F and 61G of the Town and Country Planning Act 1990. The application is for a neighbourhood area covering the three Chadderton wards of Oldham (Chadderton North, Chadderton Central and Chadderton South). At the time of writing the council is inviting comments on the area and forum applications, in line with the Neighbourhood Planning (General) Regulations 2012 (as amended).
- 4.16** The key stages in the preparation of a neighbourhood plan are as follows:
- Step 1: Designate a neighbourhood area;
  - Step 2: Preparing a draft neighbourhood plan or order;
  - Step 3: Pre-submission publicity and consultation;

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Step 4: Submission of a neighbourhood plan or order proposals to the local planning authority. At this point the proposals are published for six weeks and representations are invited;

Step 5: Independent examination;

Step 6: Referendum; and

Step 7: Making the neighbourhood plan or order (bringing it into force).

### **Proposed Masterplans and Development Briefs**

**4.17** The council, from time to time, may produce a variety of masterplans and development briefs covering different areas and topics within the borough, in response to the delivery of our regeneration aspirations and priorities. The timescale and content of these are subject to change and therefore none have been specifically identified within this LDS. Any masterplanning or work on development briefs which takes place will be picked up by, and monitored, through the authorities Monitoring Report, as appropriate.

## 5 Local Plan making process

### Local Plan Making Process

- 5.1** The processing for reviewing, preparing and adopting Local Plans is set out in the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended).
- 5.2** The key stages in reviewing and preparing the Local Plan are as follows:
- Preparation of a local plan - Regulation 18;
  - Publication of the local plan - Regulation 19;
  - Submission;
  - Examination; and
  - Adoption.

### Preparation of a Local Plan

- 5.3** The Local Plan Regulations allow for considerable flexibility to local planning authorities regarding how to carry out the initial stages of local plan production, provided they comply with the requirements set out in Regulation 18 and the council's adopted SCI.
- 5.4** As part of the preparation of a Local Plan, the council must notify specific consultation bodies, along with general consultation bodies, local residents and persons carrying out business in the areas as appropriate, of the subject of the Local Plan being considered and invite them to comment on what the document should contain. In line with this the council carried out a [Regulation 18 Notification](#) consultation from July to August 2017, setting out the council's intention to review and prepare a Local Plan.
- 5.5** Going forward, the council intend to consult at the following stages of preparing the Local Plan:
- Issues and Options; and
  - Draft Plan.
- 5.6** Details of these consultation stages are set out in the Local Plan profile at section 5.

### Publication and Submission

- 5.7** Following the plan preparation stage the council will prepare the document for publication, also known as the proposed submission stage under Regulation 19 of the Town and Country Planning (Local Plan) (England) Regulations 2012 (as amended). This will be published by the council to allow people to view the plan. Once published there is a statutory six week period for representations to be made on issues of soundness and legal compliance.
- 5.8** The council may make, if necessary, 'minor amendments' to the Publication Plan following the consultation before submitting it, and relevant supporting documentation, to the Secretary of State for examination under Regulation 22 of the Town and Country Planning (Local Plan) (England) Regulations 2012 (as amended).

## **Sustainability Assessment and Strategic Environmental Assessment**

- 5.9** To assess the potential significant social, economic and environmental effects of a plan it must be subject to a Sustainability Appraisal (SA). The SA process also incorporates the requirements of the European Strategic Environmental Assessment (SEA) Directive and the UK SEA Regulations. As part of the plan preparation process reasonable alternatives are appraised to ensure that the plan is the most appropriate option.
- 5.10** Appraisals are carried out at each stage of the plan preparation process, and the outcomes influence the content of the plan. Where appropriate, the SA may suggest measures to mitigate any potential adverse effects that are identified through the appraisal.

## **Habitat Regulation Assessment**

- 5.11** Directive 92/43/EEC on the Conservation of Natural Habitats and of Wild Fauna and Flora (the Habitats Directive) requires a Habitat Regulations Assessment (HRA) to be undertaken to assess the impacts of a land-use plan against the conservation objectives of European Sites and to ascertain whether it would adversely affect the integrity of those sites.
- 5.12** The process of HRA involves an initial screening stage, followed by an Appropriate Assessment (AA) if proposals are likely to have a significant adverse impact on a European site. Where significant negative effects are identified, alternative options should be examined to avoid any potential damaging effects.
- 5.13** The council intends to prepare an Integrated Assessment to inform and support preparation of the Local Plan. This will combine the SA, SEA and HRA requirements with an Equalities Impact Assessment (EqIA) and Health Impact Assessment (HIA) , ensuring the sustainability factors - environmental, social and economic, are considered in the round.

## **Examination and adoption**

- 5.14** Once the Local Plan, along with any representations submitted at the Publication stage and supporting documentation, has been submitted to the Secretary of State, it must be examined by an independent inspector before the council can adopt it.
- 5.15** The role of the Inspector is to consider whether the plan has been prepared in accordance with the Duty to Co-operate, legal and procedural requirements, and whether it is sound.
- 5.16** To examine whether the submitted document is legally compliant the Inspector will check that it has:
- Been prepared in accordance with the LDS and in compliance with the SCI and the Regulations;
  - Been subject to SA and SEA;
  - Had regard to national policy; and
  - Had regard to any sustainable community strategy for the area.

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**5.17** The Inspector will also assess whether the plan has been prepared in accordance with the Duty to Co-operate and whether it is sound. A local planning authority should only submit a plan for examination which it considers to be 'sound' as set out at paragraph 35 of the NPPF:

- a. **Positively prepared** - providing a strategy, which as a minimum, seeks to meet the area's objectively assessed needs; and is informed by agreements with other authorities, so that unmet need from neighbouring areas is accommodated where it is practical to do so and is consistent with achieving sustainable development;
- b. **Justified** - an appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence;
- c. **Effective** - deliverable over the plan period, and based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground; and
- d. **Consistent with national policy** - enabling the delivery of sustainable development in accordance with the policies set out in the NPPF.

## 6 Profiles

- 6.1** This chapter sets out the subject matter and geographical area for the following documents, along with the timetables for their preparation:
- The GMSF;
  - Oldham's Local Plan; and
  - Proposals Map
- 6.2** The main changes to the GMSF and Local Plan profiles made since the LDS was published in January 2020 are as follows:
- The GMSF profile has been amended to reflect the most recent timetable published by the GMCA; and
  - The timetable for preparation of the Local Plan and Proposals Map has been amended to reflect changes made to the GMSF as above. The next stage of consultation, Issues and Options, is now scheduled to take place in November 2020.
- 6.3** The LDS January 2020 can be found on the council's website at [www.oldham.gov.uk](http://www.oldham.gov.uk).
- 6.4** The main changes to this LDS and that published in January 2020 ('Issue 10) are as follows:
- Reference has been included to the recent application by “The Chadderton Partnership” to Oldham Council to designate a neighbourhood area and Forum for Chadderton under sections 61F and 61G of the Town and Country Planning Act 1990. This is currently subject to consultation.
  - The Greater Manchester’s Plan for Homes, Jobs, and the Environment (GMSF) profile has been amended to reflect the most recent timetable published by the GMCA; and
  - The timetable for preparation of the Local Plan and Proposals Map has been amended to reflect changes made to the GMSF as above. The next stage of consultation, Issues and Options, is now scheduled to take place in November / December 2020.

Title	Greater Manchester's Plan for Homes, Jobs and the Environment
Role and Content	<p>Greater Manchester's Plan for Homes, Jobs and the Environment (GMSF) will provide an overarching plan that will cover the whole of the Greater Manchester conurbation.</p> <p>The plan:</p> <ul style="list-style-type: none"> <li>• sets out how Greater Manchester should develop up until 2037;</li> <li>• identifies the amount of new development that will come forward across the 10 districts, in terms of housing, offices and industry and warehousing, and the main areas in which this will be focused;</li> <li>• supports the delivery of key infrastructure, such as transport and utilities;</li> <li>• protects the important environmental assets across the city region;</li> </ul>

Title	Greater Manchester's Plan for Homes, Jobs and the Environment
	<ul style="list-style-type: none"> <li>allocates sites for employment and housing outside of the existing urban area; and</li> <li>defines a new green belt boundary for Greater Manchester.</li> </ul>
Status	<p>Through the 2014 Devolution Agreement the Mayor has a duty to produce a Spatial Development Strategy (SDS). The Spatial Development Regulations to allow the GMSF to be progressed as a SDS are not yet in place. The GMSF is therefore being progressed as a Joint DPD.</p> <p>Once adopted, the GMSF as a joint DPD of the ten Greater Manchester local authorities, will form part of Oldham's Local Plan and the Local Plan would need to be in general conformity with the GMSF.</p>
Chain of conformity	Consistent with NPPF and having regard to the Greater Manchester Strategy.
Geographical coverage	Greater Manchester (reflecting the area of the ten constituent authorities).

Timetable	
Initial consultation on the objectively assessed development need	November 2014
Consultation on vision, strategy and growth options	October 2015 to December 2015
Consultation on Draft Plan 2016	October 2016 to January 2017
Consultation on Draft Plan 2019	January to March 2019
Publication of Plan	late 2020 / early 2021
Submission	Summer 2021
Examination	Winter 2021 / Spring 2022
Adoption	Summer 2022

Title	Oldham's Local Plan
Role and Content	<p>The Local Plan will replace the Joint Core Strategy and Development Management Development Plan Document, adopted November 2011, and the Saved UDP policies.</p> <p>The Local Plan will need to be in conformity with the NPPF and the GMSF. It will deal with matters at the local level, setting out the spatial vision, strategic objectives and strategy for Oldham.</p> <p>It will cover planning policies and site allocations, where they provide additional policy direction for Oldham, in relation to: sustainable development; natural environment; housing; economy and employment; green belt and other protected open land; design, built environment and heritage; retail and town centres; transport and accessibility; climate change and flood risk; communities, health and well-being; infrastructure; open spaces, sports and recreation; and safeguarded land.</p> <p>The Local Plan will be accompanied by a Proposals Map (see below).</p>
Status	Development Plan Document
Chain of conformity	Relevant national planning policy and guidance (NPPF and NPPG), GMSF (upon adoption), GM Waste Plan, GM Minerals Plan, SCI and having regard to other local strategic plans, programmes, policies and initiatives as appropriate.
Geographical coverage	Borough-wide, except for that part of the borough that is the planning responsibility of the Peak District National Park Authority.

Timetable	
Regulation 18 Notification and Integrated Assessment Scoping Report	July to August 2017
Issues and Options (Regulation 18)	November / December 2020
Draft Plan (Regulation 18)	Summer 2021
Publication Plan (Regulation 19)	Summer 2022
Submission	Autumn 2022
Examination	late 2022 to early 2023
Adoption	Spring 2023

Arrangements for production and monitoring	
Organisational lead	Deputy Chief Executive - People and Place
Management arrangements	To be approved according to the council's Scheme of Delegation for local planning. Preparation led by Oldham Council Strategic Planning and Information - lead responsibility for preparation of the Local Plan.
Resources	<p>Lead role by Oldham Council Strategic Planning and Information Team with input from other council directorates and partner organisations as appropriate.</p> <p>Local Plan to be prepared in-house. Supporting evidence base may be commissioned as necessary.</p> <p>The Planning Inspectorate, on behalf of the Secretary of State, will be responsible for carrying out the independent examination into the Local Plan and production of the Inspectors Report.</p>
Community and stakeholder involvement	Community and stakeholder involvement will be in accordance with the council's SCI and statutory requirements.
Proposals Map	A new proposals map will be produced to support the Local Plan to reflect allocations and designations adopted through the Local Plan (see below).
Monitoring and review	The Local Plan is intended to be a long-term document. Performance of the Local Plan will be assessed against the monitoring indicators identified as part of the Local Plan's monitoring framework and reported through the authorities Monitoring Report.

**6.5** The Local Plan timetable will be kept under review and the council will have regard to any timetable changes that may arise in the preparation of the GMSF as appropriate.

<b>Title</b>	<b>Proposals Map</b>
Status	Development Plan Document
Role and content	An Ordnance Survey based plan, mapping development policy designations and site specific land use allocations set out in the Oldham Local Plan.
Chain of conformity	With NPPF, GMSF and Oldham's Local Plan.
Geographical coverage	Borough-wide, except for that part of the borough that is the planning responsibility of the Peak District National Park Authority.

### Timetable

The timetable for the Proposals Map will follow that set out for the review of Oldham's Local Plan (see above).

### Arrangements for production and monitoring

Organisational lead	Deputy Chief Executive - People and Place
Management arrangements	To be approved according to the council's Scheme of Delegation for local planning. Preparation led by Oldham Council Strategic Planning and Information Team- lead responsibility for preparation of the Local Plan.
Resources	<p>Lead role by Oldham Council Strategic Planning and Information Team with input from other council directorates and partner organisations as appropriate.</p> <p>Local Plan to be prepared in-house. Supporting evidence base may be commissioned as necessary.</p> <p>The Planning Inspectorate, on behalf of the Secretary of State, will be responsible for carrying out the independent examination into the Local Plan and production of the Inspectors Report.</p>
Community and stakeholder involvement	Community and stakeholder involvement will be in accordance with the council's SCI and statutory requirements.

Arrangements for production and monitoring	
Monitoring and review	The Proposals Map will reflect policy designations and site specific allocations from all DPD's that form part of the Local Plan. The Proposals Map will be updated as and when DPD's are adopted.

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## 7 Monitoring and review

**7.1** The council is required to monitor, on at least an annual basis, how:

- Effective its policies and proposals are in meeting its vision and strategy for the future development of the borough; as well as
- How it is performing against the timescales set out within its LDS.

**7.2** This information is contained in the authorities monitoring report (AMR) which is published annually, normally in December.

**7.3** The AMR will:

- Report progress on the timetable and milestones for the preparation of documents set out in this LDS, including the reasons why they are not being met;
- Report progress on the delivery of policies in the Local Plan. This will include progress on any relevant targets and highlight any unintended significant effects of the implementation of the policies on social, environmental and economic objectives. Where policies and targets are not being met, are not on track or are having unintended effects, reasons will be provided along with any appropriate actions to redress the matter. Policies may also need to change to reflect changes in national policy; and
- Include progress against housing targets, and an update of the housing trajectory to demonstrate how policies are delivering housing provision in the Borough.

**7.4** As a result of monitoring the council will consider what changes, if any, need to be made and will bring forward such changes through the review of its LDS and Local Plan.

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## 8 Duty to Co-operate and cross-boundary issues

- 8.1** The NPPF sets out a Duty to Co-operate on planning issues that cross administrative boundaries. This includes joint working on areas of common interest for the mutual benefit of neighbouring authorities. Local planning authorities should work collaboratively with other bodies to ensure that strategic priorities across local boundaries are properly co-ordinated and clearly reflected in individual Local Plans. Joint working should enable local planning authorities to work together to meet development requirements which cannot wholly be met within their own areas.
- 8.2** Local planning authorities will be expected to demonstrate evidence of having effectively co-operated to plan for issues with cross-boundary impacts when their Local Plans are submitted for examination. This could be by way of plans or policies prepared as part of a joint committee, a memorandum of understanding or a jointly prepared strategy which is presented as evidence of an agreed position. Co-operation should be a continuous process of engagement, from initial thinking through to implementation, resulting in a final position where plans are in place to provide the land and infrastructure necessary to support current and projected future levels of development.
- 8.3** The council will prepare all documents that form part of the Local Plan in accordance with the Government's Duty to Co-operate as appropriate through consultation with the local community, landowners, development interests, national and local agencies and infrastructure providers, as well as ensuring the our plan fits in with those of neighbouring authorities and the wider sub-region. Its implementation will depend on collaboration between those groups and funding from the public, private and voluntary sectors.

## 9 Risk assessment

9.1 Every effort will be made to ensure that the programme for the preparation of documents prepared as part of the Local Plan will be fulfilled. Nevertheless, there are clearly various risks which could potentially impact upon the ability to adhere to the timetable and it is important to identify these risks and consider how they may be minimised. Key risks associated with the preparation of the Local Plan and delivery of the LDS to timetable are identified below, together with an indication as to how they will be managed and minimised.

Risk	Action to mitigate risks / comments
Local Plan programme slippage	There are risks that the key milestones may not be met, particularly given that preparation of the Local Plan will be twin-tracked (as far as possible) and influenced by the GMSF. Resulting in potential delay to the review of the Local Plan. Risk will be managed through ensuring that effective and proper project management arrangements are in place.
GMSF preparation	Breakdown in co-operation on GMSF preparation between the ten districts of Greater Manchester. This will be addressed through regular meetings between GMCA and the districts to identify early on any sources of disagreement and action to minimise them.
Increasing financial costs	There are risks regarding increasing financial resources required to prepare the necessary supporting evidence base as well as the document itself, may result in the review of the Local Plan being delayed. These risks will be managed through ensuring that there are effective budget management arrangements in place.
Consultation fatigue	There is a risk that work on documents prepared as part of the Local Plan could overwhelm communities in terms of consultation demands, particularly in light of consultation on the GMSF. This risk will be minimised by ensuring compliance with the council's SCI, the use of effective and proportionate consultation techniques and through the alignment with other council consultations that may be taking place (where appropriate).
Publication of new planning policy and guidance during review of Local Plan.	Central Government may, from time to time, publish new planning legislation and guidance which could necessitate changes in policy and procedures at a local level and delays. Risk will be managed through ensuring the policies are adaptable and flexible as appropriate to respond to changing circumstances.

## 10 Glossary of terms

Monitoring Report	An annual report which sets out the progress in terms of producing documents proposed as part of the Local Plan against the timetable set out in the LDS and the progress in implementing policies.
Development Management Policies	These are criteria based policies which are required to ensure that all development taking place within the area meets the spatial vision and objectives set in the relevant strategic policies.
Development Plan Documents (DPDs)	This is the generic time used to describe spatial planning documents that are subject to independent examination and will form part of the statutory development plan for the Borough.
Greater Manchester's Plan for Homes, Jobs and the Environment (GMSF)	A spatial development strategy for Greater Manchester.
Joint DPD	This is the shorthand name for Oldham's adopted Joint Core Strategy and Development Management Policies DPD.
Local Development Document (LDD's)	The generic name given to all constituent documents of the borough's local planning policies.
Local Plan	Prepared under the Town and Country Planning (Local Planning) (England) Regulations 2012 and can either be a single document or a combination of separate documents, also known as Development Plan Documents (formerly known as the Local Development Framework).
Local Development Scheme (LDS)	A project plan for the preparation of a Local Development Framework. It is a rolling 3 year programme which the Council should review and update every year.
National Planning Policy Framework (NPPF)	A single planning policy framework, produced by MHCLG, which replaces planning policy guidance and policy statements.
National Planning Policy Guidance (NPPG)	Further guidance, produced by MHCLG, on the interpretation and implementation of policies contained in the NPPF.
Proposals Map	A map with an Ordnance Survey base that illustrates the policies and proposals of a Development Plan Document (or the "saved" UDP policies in Oldham at the moment).
Saved policies or plans	Existing adopted plans are saved for three years from commencement of the Act or by extension with the agreement of the Secretary of State or until replaced by a more up to date replacement plan.

Statement of Community Involvement (SCI)	Sets out the standards which the Council will achieve in terms of engaging local communities and stakeholders in the preparation of local development documents and development control decisions.
Supplementary Planning Document (SPD)	Provides supplementary information in respect of policies contained in the development plan documents. It is not subject to independent examination and does not form part of the Development Plan.
Sustainability Appraisal (SA) Strategic Environmental Assessment (SEA)	All policies and proposals in DPDs are subject to a sustainability appraisal that includes the requirements for a strategic environmental appraisal to ensure they reflect sustainable development principles.

## 11 Appendix 1 - Saved UDP policies and schedule of local development documents

**11.1** The following UDP policies remain unaffected with the adoption of the Joint DPD, GM Waste Plan or GM Minerals Plan and will continue to be 'saved' until they are replaced by the relevant part of the Local Plan or another development plan document as may be appropriate.

UDP Policy Ref.	UDP Policy Name
B1	Business and Industrial Land Allocations (overarching policy)
B1.1	Business and Industrial Allocations
B1.2	Business and Office Allocations
B1.3	Mixed Use Allocations
D1.5	Protection of Trees on Development Sites
D1.12	Telecommunications
H1.1	Housing land release - Phase 1
H1.2	Housing land release - Phase 2
OE1.8	Major Developed Site in the Green Belt
OE1.11	Farm diversification
TC1.1	Allocated site (Oldham Town Centre)
TC1.2	Allocated site (Oldham Town Centre)



Report to OVERVIEW AND SCRUTINY BOARD

## Tax Relief for Public Transport Travel

**Portfolio Holder:**

Councillor Brownridge, Cabinet Member Neighbourhoods & Culture

**Officer Contact:** Helen Lockwood, Deputy Chief Executive

**Report Author:** Catherine Jackson, Sustainable Transport Officer

**Ext.** 1387, currently working from home

**8 September 2020**

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### Purpose of the Report

Following the full council meeting held on 17<sup>th</sup> June 2020, Councillor Harkness MOVED and Councillor Hamblett SECONDED the following motion:

This Council notes that:

- In his article for the Daily Telegraph 'Tax Relief just the Ticket' (6 October 2013), journalist Boris Johnson called for employees to be 'allowed to pay for their season tickets from their pre-tax income.'
- Mr Johnson advocated for the introduction of a new tax relief scheme, limited to the basic rate, whereby 'the employer would buy the season ticket and deduct the cost from his or her (employee's) pay packet – and only then would the employee be assessed for tax.'
- The impact of such a scheme would mean that employees would have less taxable income reducing their liability for income tax and national insurance and the employer would also save on national insurance contributions.
- An annual season ticket costs a Metrolink tram commuter from Shaw to Manchester £1,154, a Train commuter from Greenfield to Manchester £1,208, and a Bus commuter with First Manchester £670.
- Such a tax-relief scheme would represent a significant financial saving for our Borough's commuters.
- Council further notes that now Mr Johnson is Prime Minister he has it within his power to put his aspirations for tax relief on seasonal travel tickets into practice.

**Council resolves to:**

- 
- Council resolves to ask the Chief Executive to write to the Prime Minister and Chancellor of The Exchequer to request that this Government introduces a tax relief scheme.
  - This would be on seasonal travel tickets (following the principles outlined in Mr Johnson's Telegraph article in 2013) making this effective as soon as possible.
  - Write to the Mayor of Greater Manchester saying that we all should support such a scheme."

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

Councillor Harkness did not exercise his right of reply.

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

**RESOLVED** under Council Procedure Rule 8.4d), the motion be referred to Overview and Scrutiny.

### **Executive Summary**

N/A

### **Recommendations**

- The decision that needs to be made is whether to ask the Chief Executive to write a letter to the Prime Minister, the Chancellor of the Exchequer and the Manchester Mayor to consider introducing a salary sacrifice tax relief scheme for Public Transport Travel.
- Asking for this consideration would not commit the Council to taking part in any subsequent scheme.
- The Officer recommends that Overview and Scrutiny agree to ask the Chief Executive to write a letter to the Prime Minister, the Chancellor of the Exchequer and the Manchester Mayor to consider introducing a salary sacrifice tax relief scheme for Public Transport Travel.

## Tax Relief for Public Transport Travel

### 1 Background

- 1.1 There have been several Government led initiatives to enable employers and employees to make savings through salary sacrifice schemes, such as childcare vouchers and cycle2work. This means that the employer provides the funds upfront for an employee to buy goods or services. The employee agrees to pay back the amount from their salary usually over a period of 12 months. The deductions are calculated from the salary before tax and national insurance is calculated. The employee makes savings in their tax and national insurance contributions and the employer saves on their employer national insurance contributions.
- 1.2 Salary sacrifice schemes for Public Transport (excluding rail) were previously made available to employers by Government and in use in Oldham Council under the GreenTravel2WorkScheme.
- 1.3 In the Autumn Statement of 2016, the Chancellor Philip Hammond announced a tightening of salary sacrifice schemes to come into force on 6<sup>th</sup> April 2017, the start of the new tax year.

### 2 Current Position

- 2.1 For Oldham Council, Pay and Reward currently manage schemes of this nature which are approved by HMRC. Any employer can set up an approved scheme for their staff.
- 2.2 There isn't currently an approved scheme to allow a salary sacrifice scheme to be set up for Public Transport Travel.

### 3 Key Issues for Overview and Scrutiny to Discuss

- 3.1 The key issue to discuss here is whether to ask the Chief Executive to write a letter to the Prime Minister, the Chancellor of the Exchequer and the Manchester Mayor to ask them to consider bringing back a HMRC approved salary sacrifice scheme for Public Transport Travel.

### 4 Key Questions for Overview and Scrutiny to Consider

- 4.1 Would a HMRC approved salary sacrifice scheme for Public Transport Travel benefit Oldham employers and employees including the Council and those employed by the Council?

### 5. Links to Corporate Outcomes

- 5.1 Links to Council ambition to be a Carbon Neutral Borough by 2030.

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6 **Additional Supporting Information**

6.1 The previous scheme aimed to save employees 41% on their annual season tickets.

7 **Consultation**

7.1 N/A

8 **Appendices**

8.1 GreenTravel2Work Scheme 2005, information leaflet.

## Save £££'s on a TAX FREE bus pass by making 12 hassle-free payments direct from your salary!

Save  
up to  
**41%**

greentravel2work 



### What is the benefit to my employer?

Oldham Council has introduced the greentravel2work bus scheme as a benefit for their employees to encourage the use of bus travel to and from the workplace in line with the Council's Travel Plan. This will reduce the amount of car traffic entering Oldham and will therefore have a positive effect on the local environment. It will also enrich the current benefits offering to you the employee, as it will reduce the cost of your travel to and from work. In addition, Oldham Council will also generate employer NI savings on the amount of salary converted.

### When will I receive my bus pass?

Once you have chosen which pass you require, and HR support services have approved your order, greentravel2work will contact you to advise how to get your ticket. Please refer to the website for further information, and cut off dates to ensure your pass can start when you need it.

### When will the first salary deduction be made?

The first salary deduction will be made on the next available pay date once your order has been approved. Payroll cut-off dates will determine this date, please go to the website for more details.

### Will this affect my salary increases, overtime or pension contributions?

No, this will continue to be based on your pre-sacrifice gross salary for the duration of the 12 month agreement period.

### Will this scheme affect my entitlement to state benefits?

Employees that could be affected are those earning above the National Minimum Wage (NMW) but who have weekly earnings less than the lower earnings limit for NIC purposes, which is currently £90 per week. For further advice on this point, please refer to your payroll department.

### What if I am in receipt of Child Tax Credit (CTC) or Working Tax Credit (WTC) payments?

CTC/WTC payments are based on your income for the previous tax year which ends on April 5th. If you have joined the arrangement and are making a new claim for CTC or WTC please use your revised pay figure when making an application. Help and advice is available from the Tax Credits helpline on 0845 3003900 or via their website [www.inlandrevenue.gov.uk](http://www.inlandrevenue.gov.uk)

### What happens at the end of the scheme?

If you wish to leave the greentravel2work bus scheme at the end of the 12-month agreement period then you may do so. If you intend to continue with the scheme for a further 12-month period you will then be invited to re-apply 8 weeks before your bus pass is due to expire. This will ensure that a new pass is issued to you before the expiry date of your current pass.

### What happens if I want to change my travel option at the end of the 12-month period?

You will be given the opportunity to do this upon renewal notification as detailed above.

### What happens if I leave Oldham Council during the Green Travel scheme?

Should you leave Oldham Council during the 12-month agreement period for any reason, you will be required to pay the gross outstanding balance of the bus pass or season ticket you have selected without the benefit of the income tax and NI savings. This amount will vary depending on how many months there are left before your 12-month agreement period expires. This outstanding payment will be deducted from your final net salary upon leaving the company. Any funds still owing will need to be paid to Oldham Council within 14 days of your leaving date. Once you have made this discharge payment, you will still have full use of the travel pass until it expires.

**Note:** Bus travel arrangements cannot be cancelled under the rules of this scheme.

### I will be retiring before the end of the 12-month agreement period, can I still participate in the scheme?

If you are due to retire within 12 months, then like any employee, who has less than 12 months service remaining, you are not permitted to join the greentravel2work scheme. The reason for this is that you will need to enter the scheme for the full 12-month agreement period in order to comply with the rules of a salary sacrifice scheme. However, discounted or free fares are generally available on most public bus services to members of the public aged over 60 years.

### What happens if I go on unpaid/maternity/long-term sick leave?

If you are entering a period of unpaid/maternity/long-term sick leave, your HR department will allow you to suspend salary sacrifice payments on the greentravel2work bus scheme until your return to work. Please refer to HR Support Services for further advice.

### I want to join the greentravel2work scheme, where do I make my selection?

For ticket options and costs, please refer to the document inserted. To join the scheme or for more information please call the greentravel2work helpline on:

**0845 0508 347  
or text 'Bus' to 81025\* or**

Go to <http://www.salary-plus.co.uk/oldham>

You will need to have your payslip handy to provide details for the salary sacrifice application. \* Text messages are charged at your standard network rate.



## What is a 'greentravel2work' scheme?

In support of the Travel Plan, Oldham Council wishes to encourage commuters to use a local bus service to travel to and from the workplace rather than using less environmentally friendly methods of transport such as a private car. Through the greentravel2work bus scheme, Oldham Council can offer bus travellers the opportunity to purchase an annual bus pass or season ticket, which will be exempt from income tax and National Insurance contributions when paid for by a reduction in gross salary.

## What is the benefit to me?

By joining the greentravel2work bus scheme, you could save up to 41% on the price of an annual bus pass depending on the amount of income tax and NI contributions that you would ordinarily pay on your salary. In joining this scheme, you will also help to contribute to the local environment by reducing the amount of commuter traffic entering the city or town in which you work and may live.

## Who is eligible?

In order to receive the tax benefits resulting from the salary sacrifice arrangement you will need to meet the following criteria:

- Be over 18 years of age
- Be a UK Taxpayer, who can benefit from the tax efficiency of the scheme
- Be earning above the National Minimum Wage hourly rate after salary deductions
- Be a direct employee of Oldham Council with a permanent or fixed term contract of employment. For Fixed term contract holders, there must be at least 12 months remaining on their contract from the first salary deduction.

## I am a teacher or work at a school, am I eligible?

Yes, as long as you are a direct employee of the Council and meet the other eligibility criteria you can apply for the scheme.

## What if I am not a direct employee of Oldham Council?

If you work for one of Oldham Council's partner organisations unfortunately you will not be eligible for the scheme. This is due to them being a differing employee body to the Council. This applies to employees of Unity, Positive Steps, FCHO, OCL, Groundwork and GMWDA. If you are unsure of your eligibility please contact HR Support Services.

## How does it work?

The greentravel2work bus scheme has been introduced by Oldham Council to enable you, the employee, to take advantage of the tax exemptions currently available for bus travel to and from the workplace. Through the 'salary sacrifice' arrangement, you will save on income tax and National Insurance contributions on the amount of salary you agree to convert to a seasonal ticket.

## How much can I save?

Depending on what level of tax you currently pay, you could save up to 41% from income tax and national insurance savings! In addition to this, you will still be entitled to the standard discount offered by the bus service operator that you would ordinarily receive when you pay in advance for travel.

## Example Pricing

Annual price of bus pass: £590

### You Save!

* Basic rate tax payer	£168.60 per year
* Higher rate tax payer	£234.83 per year



\* The above example is an indication of the annual savings that could be made through the greentravel2work scheme. Actual savings may be more or less depending on your own personal tax position and the pricing provided by the bus service operator.

## You can save even more!

If you currently pay weekly or monthly for your bus pass, you will generally pay more over a 12-month period than you would if you were to purchase an annual pass from the bus service operator. The majority of bus services operators would ask for the cost of the annual pass up front in one payment. Through the greentravel2work bus scheme, you will still be entitled to the annual discount offered by the bus operator but you will be able to spread the cost over a 12-month period!

## How long is the arrangement for?

12 months

## When can I join?

You may join the greentravel2work bus scheme at any point throughout the year.

## Does it matter what journeys I use the pass for?

Yes, you must use the pass partly for 'qualifying journeys'. This means you must travel by bus for at least part of your journey to or from your workplace, or between one workplace and another in the connection with the performance of duties for employment.

**Example 1:** You could travel to and from work everyday using the bus service you have chosen and also use the pass on your lunch-break to travel into the town centre.

**Example 2:** You could drive your car from your home to a Park & Ride (or similar scheme) pick-up point and then complete your journey using a bus service.

## Will I have to prove that I use the pass for qualifying journeys?

You will not be asked at any stage to prove that you are using the pass for 'qualifying journeys' However, you may only sign up to the greentravel2work bus scheme by agreeing that you will use the pass partly for qualifying journeys under the terms and conditions of the scheme.

## I don't use a bus everyday, can I still join the scheme?

Yes you may as long as the travel pass you order will be used for qualifying journeys under the rules of the scheme.

## Can I use the pass in my own leisure time?

If you wish to use the pass in your leisure time you may do so, however, you must also use it for the whole or part of your journey to and/or from work.

## Can a member of my family use the pass?

No, the pass will be issued for your own use. If your partner or spouse works for the same employer, they may also apply to join the scheme.

## How can I find out more?

Once you know which ticket you require, simply log on to <http://www.salary-plus.co.uk/oldham> or telephone 0845 0508 347 to register.

## Why can't I use greentravel2work to pay for the Council's 'First annual' discounted ticket and save even more money?

In order to allow you to purchase the ticket tax-free and comply with the relevant legislation, there is a condition that states the cost of the ticket must not be more favourable than the price that is available to a member of the general public. The discounted ticket option is still available and can be bought by paying upfront or through your salary via an interest free loan, however buying the ticket through the greentravel2work scheme will work out cheaper anyway after the tax and NI savings.

## What if I already have a pass or season ticket?

If you already have a pass or season ticket of some form with any of the specified bus service operators in this scheme, you will need to wait for your current pass to expire before joining the greentravel2work scheme. Remember that you may join the scheme at any point throughout the year.

## What about any existing subsidies I may receive from my employer?

As an employee, you may currently receive help from your employer to get to and from the workplace. It may be that you claim back on petrol expenses you use for business travel or you may have access to a season ticket or pass for a different method of transport. These benefits will remain in place and will continue to be taxable in the normal way.

Save up to 41% off the cost of an annual bus pass!

## Briefing to Overview and Scrutiny Board

Date: 8 September 2020

### Subject:

Youth Council Motion – Quality Job Opportunities and Digital Apprenticeships

### For Discussion

### Report of:

Lori Hughes, Constitutional Services Officer

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### Summary of the issue:

At the Council meeting on 15<sup>th</sup> July 2020, the following motion was referred to the Overview and Scrutiny Board:

“The COVID-19 pandemic and resulting lockdown has proved to be a trial for many people, around the world.

As a Youth Council we have consulted with various young people, to explore the specific areas of everyday life which have been greatly affected by the restrictions that we, as a nation, have had to follow. We asked young people in Oldham to share their experiences of lockdown for them as individuals.

We have found that these restrictions have had significant impacts on our education experience and employment aspirations and in turn this has led to further stress and strain being put on young people’s mental health during lockdown. Indeed, it has been reported that as a result of schools being closed and jobs being furloughed many young people may lose a sense of structure and positive stimulation, and that this will lead to an increase in anxiety and depression for many young people.

It is now clear that this pandemic will have had a devastating effect on our society, and particularly on young people. The current economic crisis risks pushing an additional 600,000 18 – 24 year olds nationally into unemployment in the coming year. In addition to this, there will be long-term damage to their pay and job prospects even after the economy recovers unless new support is provided.

The risks to the borough could be particularly devastating to young people as the reported youth unemployment rate in Oldham in May 2020 stood at 15.1%, the highest across Greater Manchester. This will be again increased as the employment rates of graduates entering work during the pandemic are projected to be 13% lower than they would have been without the crisis, while rates for mid and low-skilled workers risk falling even more, by 27% and 37% respectively.

Furthermore, those who do find work are likely to face reduced pay. The Class of 2020 report by the Nuffield Foundation states that, ‘one year after leaving education, the pay of graduates is projected to be 7% lower, and 9% and 19% lower for mid- and low-skilled workers’, Oldham’s average salary comparison is already £8000 per annum lower than the national average.

There are also questions about whether there will be work for those who have been furloughed, let alone for those only just beginning to enter the labour market. This all paints a rather grim picture for the future Employment of Young People.

It hasn’t all be bad news and we have seen some positives within the ongoing COVID-19 lockdown. With schools delivering remote teaching our digital skills have increased.

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Teachers and students have learnt about apps such as Google Hangouts or Zoom, Google Classroom or Microsoft Teams.

As people are staying at home, they have been using technology a lot more and learning new skills such as how to socialise via video apps, starting online social media accounts, trading products online or freelancing and selling services, some young people have even learned how to code in python or manage big data on excel. We are given tasks and asked to research rather than have somebody stood at a projector or whiteboard giving us the answers. All these skills are transferable and maybe, more than ever, young people will be ready for the world of work and have the creative and digital skills needed for the future workforce.

We believe that Oldham Council needs to be an advocate for the skills young people are currently cumulating during lockdown, as we are currently unsure that these skills will be recognised or that the job opportunities requiring these skills will be available to us. The increase in digital skills have already been proven to assist in productivity within the everchanging workplace, helping increase the chance of those who are unemployed finding a job and helping with the introduction of digital services from some key providers. Young people have had the opportunity to get more acquainted with the digital world whilst during lockdown, whether this is for school, work or home benefits. Some of our young people will have gained new digital skills, in photography, in animation, the list is long, and it would be a shame if these skills could not be enhanced further once lockdown is lifted, and we try to return to our 'normal' lifestyle. These skills should not be left on the backburner and forgotten, leaving the time during lockdown wasted. These new skills could have brought a new light to pathways young people might want to take for their future, and we should not let their potential dwindle and disappear, especially with the rise of youth unemployment becoming an unfortunate reality. A larger recognition of the digital skills will help young people feel more comfortable with entering a forever expanding sector which is shaping our society as we speak.

Lockdown has brought us many negatives in all different aspects of life, however we do not want these negatives to overrule the positives that have come from working online. We need to open up opportunities for young people and we would like to see designated apprenticeships for young people within the digital industry to enable the skills that Oldham's young people have gained to be used and not wasted. This will also help Oldham's economy as we build up our digital industry.

We ask Council to resolve that:

1. Oldham Council pledges its commitment to providing quality job opportunities for young people and developing the digital sector within the town.
2. A review is undertaken of the current apprenticeship offer across Oldham to ensure there is a broad range of high-quality opportunities available to all young people, and;
3. As one of the largest employers in the Oldham, digital apprenticeships are considered for those leaving education"

#### **Recommendations to Overview and Scrutiny Board:**

It is recommended that Overview and Scrutiny Board convene a workshop with the Youth Council to discuss the motions on a date to be arranged.



## Report to OVERVIEW AND SCRUTINY BOARD

# Overview and Scrutiny Board Work Programme

### **Portfolio Holder:**

Councillor Colin McLaren, Chair of the Overview and Scrutiny Board

**Report Author:** Lori Hughes, Constitutional Services Officer  
**Ext.** 4716

**8<sup>th</sup> September 2020**

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### **Purpose of the Report**

For the Overview and Scrutiny Board to review the Overview and Scrutiny Board Work Programme.

### **Executive Summary**

The Overview and Scrutiny Work Programme is designed to outline the areas the Board will be provided an overview during the 2020/21 Municipal Year as well as issues to be scrutinized. The work programme covers the issues to be discussed at each meeting, issues and actions arising from the meeting and outstanding issues.

Due to the Covid-19 pandemic, several reports that were on the work programme for early in the municipal year have had to be delayed. These will be monitored by Constitutional Services and be placed on the work programme following discussion with the Chair as they become available.

### **Recommendations**

The Overview and Scrutiny Board is asked to note and comments on the Overview and Scrutiny Board Work Programme.



**OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME 2020-2021 AND PERFORMANCE MONITORING PLAN**

**PART A – MEETING PROGRAMME**

MEETING DATE & VENUE	AGENDA ITEM	SUMMARY OF ISSUE	CABINET PORTFOLIO (link to Corporate Outcome)	RESOLUTION / RECOMMENDATION	Comments
<p><b>Tuesday, 16 June 2020</b>  <b>6.00 p.m.</b></p> <p><b>Deadline for reports: 5 June 2020</b></p>	Annual Report	Overview and Scrutiny Work for the period 2019/20	All	<b>RESOLVED</b> that the Overview and Scrutiny Annual Report for 2019/20 be commended to Full Council	
Page 79	Place Based Integration	Verbal update on Progress	Economy and Enterprise (Thriving Communities)	<b>RESOLVED</b> that - 1. the update provided on Place Based Integration be noted; 2. the Board Task and Finish Group considering Place Based Integration be taken forward.	
	Poverty Task and Finish Group	Update	Covid-19 Response (Thriving Communities)	<b>RESOLVED</b> – that 1. the Overview and Scrutiny Board Poverty Task and Finish Group assist in the update of the Council’s Poverty Strategy; 2. the terms of reference for the Poverty Task and Finish Group be reviewed in light of the forthcoming Workshop for senior Councillors, senior Officers and partners as	

				reported to the Board by the Deputy Leader and Portfolio Holder for Covid-19 Response.	
	Work Programme	Update	All	<b>RESOLVED</b> – that 1. the Overview and Scrutiny Board Work Programme 2020/21, as presented, be noted; 2. the deliberations of the Extending the Co-operative Approach to the Use of Council Asset Policy Task and Finish Group be referred to the Leader of the Council and the Cabinet for their consideration.	
<b>Wednesday, 22 July 2020 6.00 p.m.</b>  <b>Deadline for reports: 10 July 2020</b>	Statement of Community Involvement	Consultation	Housing (Cooperative Services)	<b>RESOLVED</b> that the proposed policy and the comments made by the Overview and Scrutiny Board members be noted.	Policy Framework
	Customer Services Strategy: Unreasonable Behaviour	Consultation	Finance & Green (Cooperative Services)	<b>RESOLVED that:</b> 1. The Unreasonable Behaviour Policy and updated Corporate Complaints Policy be noted. 2. The comments provided by members be noted. 3. The updated policies be circulated to members.	

	Overview and Scrutiny Board Work Programme	Review of Work Programme		<b>RESOLVED that:</b> 1. The Overview and Scrutiny Board Work Programme be noted. 2. The updates on the work programme provided at the meeting be noted. 3. The updates on the motions referred from Council be noted and provided as part of the Council action report.	
<b>Tuesday, 8 September 2020, 6.00 p.m.</b>	Local Development Scheme	Policy Update	Housing (Thriving Communities)		Policy Framework
<b>Deadline for Reports: 26 Aug 2020</b>					
	Safeguarding Adults Board Annual Report	Annual reporting	Health and Social Care		
	Council Motions Update: Tax Relief for Public Transport	Motion referred from Council	Neighbourhoods and Culture		
	Youth Council: Employment and Apprenticeships	Motion referred from Council	Children and Young People		
<b>Tuesday, 20 October 2020 6.00 p.m.</b>	Get Oldham Working and Career Advancement Services (Work and Skills Strategy)	Update on the strategy	Economy and Skills (An Inclusive Economy)		Requested by Board in July 2019

<b>Deadline for Reports: 8 October 2020</b>					
	Licensing Policy	Review of the Policy	Neighbourhoods and Culture (Cooperative Services)		Policy Framework
	Community Safety and Cohesion Partnership	Policy Update	HR and Corporate Reform (Thriving Communities)		Policy Framework
	Local Plan	Issues and Options	Housing		Policy Framework
	Proposed Landlord Licensing	Consultation	Housing (Cooperative Services)		
<b>Tuesday, 1 December 2020 6.00 p.m.</b> <b>Deadline for Reports: 19 Nov 2020</b>	Green New Deal Strategy and Generation Oldham	Update on the action plan and scheme	Finance and Green (Cooperative Services)		
	Youth Justice Plan	Annual Report	HR and Corporate Reform (Thriving Communities)		Policy Framework
	Youth Offer	An update on the Council's Youth Offer (Youth Council to be invited to attend)	Children and Young People (Cooperative Services)		
<b>Tuesday, 19 January 2021 6.00 p.m.</b>	SEND Services	Update on the services and progress against the Written Statement of Action	Education (Thriving Communities)		Requested by Board in January 2020

<b>Deadline for Reports: 8 Jan 21</b>					
	Homelessness Strategy 2021	Review of Strategy	Housing (Cooperative Services)		Policy Framework
<b>Tuesday, 9 March 2021 6.00 p.m.</b>	Safeguarding Adults Board Three Year Strategy 2021/2024	Review of Strategy	Health and Social Care		Policy Framework
<b>Deadline for Reports: 16 Feb 2021</b>					
<b>Page 83</b>	GM2020 Transport Update	Review	Neighbourhoods and Culture		Policy Framework

## PART B – ONE OFF MEETINGS / WORKSHOPS / TASK AND FINISH GROUPS

Date	Title	Summary of issue	Cabinet Portfolio	Timescales	Notes	Outcome
14 July 2020 at 5.00 p.m	Place Based Integration Workshop	Further review	HR and Corporate Reform			
<b>TBC</b>	Poverty					

## PART C – OUTSTANDING ISSUES – DATES TO BE DETERMINED

When Discussed	Title	Summary of issue	Cabinet Portfolio	Timescales	Notes	Outcome
22 Oct 19	Youth Council Motions: Motion related to Knife Crime and a discussion was held at O&S on 22 Oct 19. Council further approved a motion related to 'Make Your Mark' for a discussion with Cabinet members	The Youth Council held a Summit in February 2020, outcomes were to be shared with O&S. Make Your Mark – to discuss what is being done to address issues associated with the environment, knife crime, youth violence and public transport.	Children's Services			
	Corporate Plan	Consultation on new Plan	All		Policy Framework	
Page 84	Thriving Communities	Update on the programme	(Thriving Communities)		Requested by Board in July 2019	
	Future High Street Fund and Towns Fund	Update	Economy & Skills (An Inclusive Economy)			
	Greater Manchester Spatial Framework	Consultation	Housing (Thriving Communities)		Policy Framework	

#### PART D – ACTIONS FROM PREVIOUS MEETINGS

Date of Meeting	Title of Report	Directorate	Action(s)	Date Completed and Outcome
22 Jul 20	SCI	People and Place	Definition of a Large Planning Application	
22 Jul 20	Unreasonable Behaviour Policy	Commissioning	Updated policy to be circulated to members	

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**Report to OVERVIEW AND SCRUTINY BOARD**

## **Key Decision Document**

**Portfolio Holder: Various**

**Report Author:** Lori Hughes, Constitutional Services Officer  
**Ext.** 4716

**8<sup>th</sup> September 2020**

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### **Purpose of the Report**

For the Overview and Scrutiny Board to review and note the latest published Key Decision Document.

### **Executive Summary**

Overview and Scrutiny bodies have access to the Key Decision Document and timetable for decisions and intentions for consultation. Where the overview and scrutiny function has not scrutinised an item on the Key Decision Document, but that item has implications for policy/service development, then the overview and scrutiny body will have full opportunity to be able to submit any comments to the relevant Cabinet Member/Chief Officer during the course of the consultation process in relation to any key decision.

### **Recommendations**

The Overview and Scrutiny Board is asked to note the Key Decision Document and to provide any comments.

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**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 SEPTEMBER 2020**

<b>Key Decision Reference</b>	<b>Subject Area For Decision</b>	<b>Led By</b>	<b>Decision Date</b>	<b>Decision Taker</b>
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**Economy and Skills Cabinet Portfolio**

RCR-10-14	Western Gateway Town Centre Land and Property Acquisitions	Director of Economy	October 2020	Cabinet
Description: To acquire strategic land and properties across the Western Gateway of the Town Centre Document(s) to be considered in public or private: Private for financial and commercial reasons				
ECEN-12-07	Oldham Heritage and Arts Centre Enabling Works	Director of Economy	September 2020	Cabinet Member - Economy & Skills (Leader - Councillor Sean Fielding)
Description: The implementation of enabling works in relation to the development of a new heritage and arts centre and a new theatre. Document(s) to be considered in public or private: Part A Cabinet report (Oldham Cultural Quarter), 24th April 2017.				
ECEN-02-19	Tommyfield Market Options	Director of Economy	October 2020	Cabinet
Description: To approve recommendations relating to the future of Tommyfield Market. Document(s) to be considered in public or private: Report is to be considered in private due to commercial sensitivity and detail of financial/business affairs.				

**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 SEPTEMBER 2020**

<b>Key Decision Reference</b>	<b>Subject Area For Decision</b>	<b>Led By</b>	<b>Decision Date</b>	<b>Decision Taker</b>
ECEN-20-19	Land to the North of the Lancaster Club, Broadway, Failsworth (1935 land) [Failsworth West]	Deputy Chief Executive – Helen Lockwood	September 2020	Cabinet Member - Economy & Skills (Leader - Councillor Sean Fielding)
Description: Document(s) to be considered in public or private:				
ECEN-23-19	Alexandra Park Depot	Deputy Chief Executive – Helen Lockwood	September 2020	Cabinet Member - Economy & Skills (Leader - Councillor Sean Fielding)
Description: Consultant fees Document(s) to be considered in public or private: Cabinet Paper 28th January 2018 Public				
ECEN-02-20	Hollinwood Junction and Housing Delivery Options	Deputy Chief Executive – Helen Lockwood	November 2020	Cabinet
Description: Hollinwood Junction and Housing Delivery Options Document(s) to be considered in public or private: Report to be considered in private due to commercial confidentiality				

## KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 SEPTEMBER 2020

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
ECEN-04-20	Award of the main OMA contract	Director of Economy	September 2020	Cabinet Member - Economy & Skills (Leader - Councillor Sean Fielding)
Description: Award of main contract to refurbish the former library on Union St (now known as OMA) into a new heritage and arts centre. Work to include landscape works to land adjacent to the former library, and refurbishment of parts of Gallery Oldham Document(s) to be considered in public or private: Delegated report				
ECEN-05-20	Alexandra Park Depot	Director of Economy	October 2020	Cabinet
Description: Construction of new depot and eco centre Document(s) to be considered in public or private: Delegated report (private)  Report will contain financially sensitive information				

## Education Cabinet Portfolio

EDS-08-19	Secondary Education Provision - Expansion of North Chadderton School	Managing Director, Children and Young People - Gerard Jones	September 2020	Cabinet Member - Education (Councillor Shaid Mushtaq)
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**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 SEPTEMBER 2020**

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
Description: The report is seeking approval to award a contract for the expansion of North Chadderton School, following the completion of a tender procurement exercise. Document(s) to be considered in public or private: Private				
ED-03-20	Expansion of Kingsland School	Managing Director, Children and Young People - Gerard Jones	September 2020	Cabinet
Description: Report on the proposed expansion of Kingsland School including physical expansion of the building and changing the PAN of the school. Document(s) to be considered in public or private: Public Report				

**Children and Young People Cabinet Portfolio - None**

**Health and Social Care Cabinet Portfolio**

HSC-05-20	Short-term supported housing provision (young people, women, generic/complex adults): commission	Managing Director Community Health & Social Care Services (DASS) – Mark Warren	September 2020	Cabinet
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## KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 SEPTEMBER 2020

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
<p>Description: This report describes current arrangements for provision of short-term supported housing funded by the council and seeks approval to re-tender the provision. Cabinet is asked to consider and approve the commissioning intentions outlined and the associated budget, and delegation of a subsequent future contract award to the Managing Director Community Health and Social Care Services in consultation with the Cabinet Member for Health and Social Care.</p> <p>Document(s) to be considered in public or private: Cabinet report, Private, by virtue of Paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972 and it is not in the public interest to disclose the information because it relates to the financial and business affairs of the council.</p>				

### Housing Cabinet Portfolio

HSG-04-20	Chadderton Neighbourhood Area and Forum Designations	Deputy Chief Executive – Helen Lockwood	October 2020	Cabinet Member - Housing (Councillor Hannah Roberts)
<p>Description: To designate The Chadderton Partnership as a Neighbourhood Forum and designate Chadderton as a Neighbourhood Area in line with the requirements set out in the Neighbourhood Planning (General) Regulations (2012).</p> <p>Document(s) to be considered in public or private:</p>				
HSG-06-20 <b>New!</b>	Local Development Scheme (LDS) September 2020.	Deputy Chief Executive – Helen Lockwood	September 2020	Cabinet Member - Housing (Councillor Hannah Roberts)

**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 SEPTEMBER 2020**

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
<p>Description: The council has to prepare a Local Plan to ensure that we have an up-to-date and comprehensive planning framework to support the borough’s economic, environmental and social objectives. The Local Development Scheme (LDS) is the project plan for the Local Plan. It sets out details and timetables about the planning documents we will prepare, including:</p> <p>Oldham’s Local Plan (incorporating site allocations; and Greater Manchester’s Plan for Homes, Jobs and the Environment.</p> <p>Document(s) to be considered in public or private: Local Development Scheme (LDS) September 2020.</p>				
<p>Page 9 of 14 New!</p> <p>SG-07-</p>	<p>Local Plan Review: Issues and Options</p>	<p>Deputy Chief Executive – Helen Lockwood</p>	<p>November 2020</p>	<p>Cabinet Member - Housing (Councillor Hannah Roberts)</p>
<p>Description: Oldham's Local Plan will guide development in the borough up to 2037. It will eventually replace the current plan (Joint Core Strategy and Development Management Policies DPD) which was adopted in November 2011 and any saved older planning policies.</p> <p>The Issues and Options document describes key challenges facing Oldham, sets out broad issues and presents options and questions that we need residents, businesses and interested parties in the borough to help us answer.</p> <p>Document(s) to be considered in public or private:</p>				

**Neighbourhoods and Culture Cabinet Portfolio**

**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 SEPTEMBER 2020**

<b>Key Decision Reference</b>	<b>Subject Area For Decision</b>	<b>Led By</b>	<b>Decision Date</b>	<b>Decision Taker</b>
NEI-01-20	Award of Contract for Highways work - New Saddleworth School	Deputy Chief Executive – Helen Lockwood	October 2020	Cabinet
<p>Description: Approval to award the contract for the highways works associated with the new Saddleworth School in Diggle                      Document(s) to be considered in public or private: Private -                      NOT FOR PUBLICATION by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 and it is not in the public interest to disclose the information because it relates to the financial or business affairs of the Council.</p>				
NEI-03-20	Highways Improvement Programme 2019/20 - 2021/22	Deputy Chief Executive – Helen Lockwood	March 2021	Cabinet Member - Neighbourhoods & Culture (Councillor Barbara Brownridge)
Page 95	<p>Description: Cabinet approved the £12m Highways Improvement Programme for delivery over the financial years 2019/20 to 2021/22 in March 2019.</p> <p>As part of the Programme there will be several schemes/groups of schemes with values exceeding £250,000 hence the need for an item on the key decision document. This item relates to any decisions made on tenders exceeding £250,000 in the 2020/21 financial year to ensure prompt delivery of the programme.                      Document(s) to be considered in public or private: N/A</p>			
NC-07-20 <b>New!</b>	GM2040 Transport Strategy and supporting documents including GM2040 Delivery Plan 2 and Oldham Local Implementation Plan	Deputy Chief Executive – Helen Lockwood	October 2020	Cabinet

**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 SEPTEMBER 2020**

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
<p>Description: A refreshed GM2040 Transport Strategy and supporting documents, including Delivery Plan 2 and an Oldham Local Implementation Plan, will be presented for noting and endorsing. This suite of documents is aligned to the Greater Manchester Spatial Framework(GMSF) and will form part of the GMSF transport evidence base.                      Document(s) to be considered in public or private: GM2040 Transport Strategy and supporting documents including GM2040 Delivery Plan 2 and Oldham Local Implementation Plan</p>				

**HR and Corporate Reform Cabinet Portfolio - None**

2020

**Finance and Green Cabinet Portfolio**

FG-08-20	Report of the Director of Finance – Treasury Management Strategy Mid-Year Review 2020/21	Director of Finance – Anne Ryans	November 2020	Cabinet
<p>Description: Review of the performance for the first half of the financial year in relation to the Treasury Management Strategy for 2020/21.                      Document(s) to be considered in public or private: Proposed Report Title:                      Report of the Director of Finance – Treasury Management Strategy Mid-Year Review 2020/21.                       Background Documents: Various Appendices                       –Report to be considered in Public</p>				

**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 SEPTEMBER 2020**

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
FG-09-20	Report of the Director of Finance - Budget 2021/22 – Determination of the Tax Bases for Council Tax Setting and for Business Rates Income Purposes	Director of Finance – Anne Ryans	December 2020	Cabinet
<p>Description: The Determination of the Tax Bases for Council Tax Setting and for Business Rates Income for use in 2021/22 budget deliberations.                      Document(s) to be considered in public or private: Proposed Report Title:                      Report of the Director of Finance                      Budget 2021/22 – Determination of the Tax Bases for Council Tax Setting and for Business Rates Income Purposes</p> <p>Background Documents: Appendices - Various</p> <p>Report to be considered in Public</p>				
FG-10-20	Report of the Director of Finance – Treasury Management Strategy Statement 2021/22	Director of Finance – Anne Ryans	February 2021	Cabinet
<p>Description: To consider the Council’s Treasury Management Strategy for 2021/22 - including Minimum Revenue Provision Policy Statement, Annual Investment Strategy and Prudential Indicators                      Document(s) to be considered in public or private: Proposed Report Title:                      Report of the Director of Finance – Treasury Management Strategy Statement 2021/22</p> <p>Background Documents: Various Appendices</p> <p>Report to be considered in Public</p>				

**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 SEPTEMBER 2020**

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
FG-11-20	Report of the Director of Finance – Revenue Budget 2021/22 and Medium Term Financial Strategy 2021/22 to 2025/26	Director of Finance – Anne Ryans	February 2021	Cabinet
<p>Description: To consider the Administration’s detailed revenue budget reduction proposals and the presentation of the Medium Term Financial Strategy for the Council (2021/22 to 2025/26) incorporating the current policy landscape and Local Government Finance Settlement.</p> <p>Document(s) to be considered in public or private: Proposed Report Title: Report of the Director of Finance – Revenue Budget 2021/22 and Medium Term Financial Strategy 2021/22 to 2025/26</p> <p>Background Documents: Various Appendices</p> <p>Report to be considered in Public</p>				
FG-12-20	Joint Report of the Deputy Chief Executive People and Place and Director of Finance – Housing Revenue Account Estimates for 2021/22 to 2025/26 and Proposed Outturn for 2020/21.	Deputy Chief Executive – Helen Lockwood, Director of Finance – Anne Ryans	February 2021	Cabinet
<p>Description: The Housing Revenue Account (HRA) Outturn Estimates for 2020/21, the detailed budget for 2021/22 and the Strategic HRA Estimates for the four years 2022/23 to 2025/26.</p> <p>Document(s) to be considered in public or private: Proposed Report Title: Housing Revenue Account Estimates for 2021/22 to 2025/26 and Proposed Outturn for 2020/21</p> <p>Background Documents: Various Appendices</p> <p>Report to be considered in Public</p>				

**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 SEPTEMBER 2020**

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
FG-13-20	Statement of the Chief Financial Officer on Reserves, Robustness of Estimates and Affordability and Prudence of Capital Investments in the 2021/22 budget setting process	Director of Finance – Anne Ryans	February 2021	Cabinet
<p>Description: To consider the statement of the robustness of estimates and adequacy of the reserves in the 2021/22 budget setting process                      Document(s) to be considered in public or private: Proposed Report Title:                      Statement of the Chief Financial Officer on Reserves, Robustness of Estimates and Affordability and Prudence of Capital Investments in the 2021/22 budget setting process                      Background documents - Various appendices                      Report to be considered in Public</p>				
FG-14-20	Report of the Director of Finance – Capital Programme & Capital Strategy for 2021/22 to 2025/26	Director of Finance – Anne Ryans	February 2021	Cabinet
<p>Description: To consider the Council’s Capital programme and capital strategy                      Document(s) to be considered in public or private: Proposed Report Title:                      Report of the Director of Finance – Capital Programme &amp; Capital Strategy for 2021/22 to 2025/26                      Background Documents: Various Appendices                      Report to be considered in Public</p>				

## KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 SEPTEMBER 2020

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
FG-16-20	Revenue Monitor and Capital Investment Programme 2020/2021 Month 4	Director of Finance – Anne Ryans	September 2020	Cabinet
Description: The report provides an update on the Council's 2020/2021 forecast revenue budget and the financial position of the capital programme as at Month 4. Document(s) to be considered in public or private: Report to be considered in public.				
FG-17-20	Revenue Monitor and Capital Investment Programme 2020/2021 Month 5	Director of Finance – Anne Ryans	October 2020	Cabinet
Description: The report provides an update on the Council's 2020/2021 forecast revenue budget position and the financial position of the capital programme as at Month 5. Document(s) to be considered in public or private: Report to be considered in public.				
FG-18-20	Revenue Monitor and Capital Investment Programme 2020/2021 Month 6	Director of Finance – Anne Ryans	November 2020	Cabinet
Description: The report provides an update on the Council's 2020/2021 forecast revenue budget position and the financial position of the capital programme as at Month 6 Document(s) to be considered in public or private: The report will be considered in public.				
FG-19-20	Revenue Monitor and Capital Investment Programme 2020/2021 Month 7	Director of Finance – Anne Ryans	December 2020	Cabinet
Description: The report provides an update on the Council's 2020/2021 forecast revenue budget position and the financial position of the capital programme as at Month 7 Document(s) to be considered in public or private: The report will be considered in public.				
FG-20-20	Revenue Monitor and Capital Investment Programme 2020/2021 Month 8	Director of Finance – Anne Ryans	February 2021	Cabinet

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<p>Description: The report provides an update on the Council's 2020/2021 forecast revenue budget position and the financial position of the capital programme as at Month 8.                      Document(s) to be considered in public or private: The report is to be considered in public.</p>				
FG-21-20	Revenue Monitor and Capital Investment Programme 2020/2021 Month 9	Director of Finance – Anne Ryans	March 2021	Cabinet
<p>Description: The report provides an update on the Council's 2020/2021 forecast revenue budget position and the financial position of the capital programme as at Month 9.                      Document(s) to be considered in public or private: The report is to be considered in public.</p>				
FG-24-20 New! Page 101	Enforcement Service Provision	Director of Finance – Anne Ryans	September 2020	Cabinet Member - Finance and Green (Deputy Leader - Councillor Abdul Jabbar)
<p>Description: Procurement of enforcement services to support the collection of Council Tax and Business Rates                      Document(s) to be considered in public or private: Delegate Cabinet Member Decision 18.9.2020 Enforcement Services Provision                       Private - contains information relating to the financial or business affairs of any particular person including the Council</p>				

**COVID 19 Response Portfolio - None**

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**Commissioning Partnership Board**

CPB-08-20	Proposed Use of the Transformation Fund 2020 2021	Chief Executive/Accountable Officer NHS Oldham CCG	September 2020	Commissioning Partnership Board
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Description: The use of the Greater Manchester and Social Care Partnerships Transformation Fund 2020/2021.  
 Document(s) to be considered in public or private: Report to be in private as it relates to the financial and business affairs of the Council and its partners

CPB-07-20	Mental Health Investment Plan	Strategic Director of Commissioning / Chief Operating Officer - Mike Barker	September 2020	Commissioning Partnership Board
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Description: The outline Mental Health Investment Plan for 2020/2021 and delivery of NHS long term plan requirements.  
 Document(s) to be considered in public or private: Report will be considered in private as it relates to the financial and business interests of the Council and its partners.

CPB-06-20	Section 75 Agreement	Chief Executive/Accountable Officer NHS Oldham CCG	September 2020	Commissioning Partnership Board
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Description: To provide notification of decisions to be taken by the Commissioning Partnership Board  
 Document(s) to be considered in public or private: Reports to be considered in private due to commercial sensitivity and details related to financial and business affairs of the Council, its partners and service providers

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<b>Key Decision Reference</b>	<b>Subject Area For Decision</b>	<b>Led By</b>	<b>Decision Date</b>	<b>Decision Taker</b>
CPB-11-20	S.75 Budget Monitoring Report Month 6	Director of Finance – Anne Ryans	November 2020	Commissioning Partnership Board
Description: The report will provide an update on the financial position. Document(s) to be considered in public or private: The documents will be considered in public.				
CPB-12-20	S.75 Budget Monitoring Report Month 8	Director of Finance – Anne Ryans	February 2021	Commissioning Partnership Board
Description: The report will provided an update on the financial position. Document(s) to be considered in public or private: The documents will be considered in public.				
CPB-13-20	S.75 Budget Monitoring Report Month 9	Director of Finance – Anne Ryans	March 2021	Commissioning Partnership Board
Description: The report will provide an update on the financial position. Document(s) to be considered in public or private: The documents will be considered in public.				
CPB-14-20 <b>New!</b>	Integrated Health and Social Care Brokerage Framework	Managing Director Community Health & Social Care Services (DASS) – Mark Warren	September 2020	Commissioning Partnership Board
Description: To request to implement an integrated brokerage framework; seek permission to go out to tender for the framework. Document(s) to be considered in public or private: Private as it relates to the content being of a commercial/sensitive nature				

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### Key:

**New!** - indicates an item that has been added this month

### Notes:

1. The procedure for requesting details of documents listed to be submitted to decision takers for consideration is to contact the Contact Officer contained within the Key Decision Sheet for that item. The contact address for documents is Oldham Council, Civic Centre, West Street, Oldham, OL1 1UH. Other documents relevant to those matters may be submitted to the decision maker.
2. Where on a Key Decision Sheet the Decision Taker is Cabinet, the list of its Members are as follows: Councillors Sean Fielding, Arooj Shah, Abdul Jabbar MBE, Amanda Chadderton, Shaid Mushtaq, Zahid Chauhan, Barbara Brownridge, Eddie Moores and Hannah Roberts.
3. Full Key Decision details (including documents to be submitted to the decision maker for consideration, specific contact officer details and notification on if a report is likely to be considered in private) can be found via the online published plan at:  
<http://committees.oldham.gov.uk/mgListPlans.aspx?RPId=144&RD=0>