

OVERVIEW AND SCRUTINY BOARD
Overview & Scrutiny Committee
Agenda

Date Tuesday 9 March 2021

Time 6.00 pm

Venue Virtual meeting
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 Mark Hardman, email 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, 4 March 2021.
 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.

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 meeting of the Overview and Scrutiny Board held on 21st January 2021 are attached for approval.

6 Minutes of the GMCA Corporate Issues and Reform Overview and Scrutiny Committee (Pages 9 - 20)

The minutes of the meetings of the GMCA Corporate Issues and Reform Overview and Scrutiny Committee held on 8th December 2020 and 19th January 2021 are attached for noting.

7 Minutes of the GMCA Economy, Business Growth and Skills Overview and Scrutiny Committee (Pages 21 - 26)

The minutes of the meeting of the GMCA Economy, Business Growth and Skills Overview and Scrutiny Committee held on 4th December 2020 are attached for noting.

8 Minutes of the GMCA Housing, Planning and Environment Overview and Scrutiny Committee (Pages 27 - 46)

The minutes of the meetings of the GMCA Housing, Planning and Environment Overview and Scrutiny Committee held on 12th November 2020 and 14th January 2021 are attached for noting.

9 Licensing Policy - Review of the Policy (Pages 47 - 98)

10 Greater Manchester Clean Air Plan: Update (Pages 99 - 138)

11 Place Based Model Update

To receive a presentation, including initial feedback from the elected Member briefing sessions on Place-based working that have been held to date.

12 Thriving Communities Update (Pages 139 - 144)

13 General Exceptions and Urgent Decisions

The Board is asked to note that there has been no requirement to take any decisions under the provisions of Access to Information Procedure Rules 13 or 14 since the last meeting of the Board.



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- 14 Key Decision Document (Pages 145 - 156)
- 15 Overview and Scrutiny Board Work Programme (Pages 157 - 170)

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OVERVIEW AND SCRUTINY BOARD
19/01/2021 at 6.00 pm

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

Also in Attendance:

Amanda Richardson	Principal Policy Officer
Jonathan Downs	Corporate Policy Lead
Caroline Lee	Head of Revenues, Benefits and Business Support
Kaidy McCann	Constitutional Services
Sian Walter-Browne	Principal Constitutional Services Officer
Cath Ball	Deputy Cabinet Member (Poverty)
Donna McLaughlin	Alliance Director, Oldham Cares

1 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Toor.

2 **DECLARATIONS OF INTEREST**

There were no declarations of interest received.

3 **URGENT BUSINESS**

The Board was notified of two items of urgent business.

The Board gave consideration to a report by the Director of Social Value Creation at the Northern Care Alliance NHS Group on Employment Support and Local Recruitment.

The Board were informed that the Northern Care Alliance (NCA) was the largest employer in Oldham. Creating pathways to employment within the NHS would improve the economics of the area and the difference that could be made to neighbourhoods and communities. By 2025 the NCA had agreed the ambitions as followed:

- Create 1000 pre-employment opportunities across the NCA for those furthest away from employment from a baseline of 320. Approximately 210 would be create in Oldham from a baseline of 17 (2019-20).
- 85% of pre-employment learners supported into paid work from a baseline of 55% and 31% in Oldham.
- 50% of those employed by the NCA to be local residents of Oldham from 45% (based on NCA configuration of Oct 2019) which would approximately be 80 jobs each year in Oldham.
- Support 1000 staff to become NHS Career Ambassadors by 2025 of which 220 would be in Oldham.

The Board were informed on the work ongoing with Oldham collage, the Kickstart Government initiative and the range of

apprenticeships on offer for numerous career paths, 105 of which were within Oldham. Members questioned if any other strategies had been considered in promoting the opportunities available. It was noted that the NCA were always looking for partnerships, along with Oldham Collage a partnership had formed with Positive Steps. The NCA were able to benefit from the opportunist grant from the GMCA and funding from the Council's Opportunity Area.

Members asked for indications of what the timelines might be in terms of introducing this proposal and how many other agencies were involved besides the Council. Members were informed that there were a number of different projects that had different lifelines, two big ones around the BAME community in Coldhurst and Young People were live now and would be staggered over the next 18 months. With that 20 apprenticeships and pre-apprenticeships were live. The Support for Bridging the Gap annual event was an existing scheme ran by the NCA.

Members asked how people were being made aware of the offer. Most people knew more about the NHS now due to Covid-19 and the NCA wanted support to go into schools. Passion and inspiration started from primary school age with one intervention making a difference. Young people were also the focus nursing as there were a need for the profession.

RESOLVED that:

1. The report be noted.
2. A future update be brought to the Board in May 2021.

The Board gave consideration to an update by the Head of Revenues, Benefits and Business Support on the Corporate Complaints Policy and the Unreasonable Behaviour Policy.

Members were informed that approval of the policies helped the Authority to engage and be open, fair and transparent with members of the public. The draft policies had been brought to the Board before final approval being sought from Cabinet. Members made reference to members of the public providing recordings to Members and queried where they stood with listening to those recordings.

RESOLVED that the policies be endorsed by the Overview and Scrutiny Board.

4 **PUBLIC QUESTION TIME**

There were no public questions received.

5 **MINUTES OF PREVIOUS MEETING**

RESOLVED that the minutes of the meeting held on 1st December 2020 be approved as a correct record.

6 **MINUTES OF THE GMCA CORPORATE ISSUES AND**

REFORM OVERVIEW AND SCRUTINY COMMITTEE

RESOLVED that the minutes of the GMCA Corporate Issues and Reform Overview and Scrutiny Committee meeting held on 10th November 2020 be noted.

7 MINUTES OF THE 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 meeting held on 13th November 2020 be noted.

8 GENERAL EXCEPTIONS AND URGENT DECISIONS

The Board gave consideration to a report which advised of decisions related to Oldham Community Leisure Contract and the Winter Grant Funding Allocation.

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

9 COVID-19 RECOVERY PLAN

The Board gave consideration to an update by the Corporate Policy Lead on the development plan for Oldham's Covid-19 Recovery Strategy.

The Board were informed that the draft Team Oldham Plan which followed several consultation sessions, was due to be signed off at Council in March 2020. Due to the onset of the Covid-19 Pandemic, priorities and efforts were put in to support residents, communities and businesses with the impact of Covid-19 along with the vulnerable who were still disproportionately impacted by the pandemic.

To tackle the ongoing impact of Covid-19 it was proposed that a Recovery Plan would be developed based on the vision for Oldham outlined in the Oldham Model with a specific focus on Oldham's recovery from the pandemic. The Plan originally covered the period April 2020 to April 2021 and would be signed off in May 2021 however this had been cancelled. The Recovery Plan would cover the period May 2021 to May 2022 and would work as the Interim Corporate Plan until the refreshed Corporate Plan would be in place from March 2022.

Members sought and received information on the priorities and how Covid-19 had affected school readiness for the young people that should have started school. Members were informed that a lot of young people would not have the opportunity to attend nursery which would have an effect on school readiness however this had been flagged with the relevant services and would feed into the priorities.

Members quired the closure of Libraries in the Borough and how that affected the most disadvantaged who needed support with computer usage and getting online as those disadvantaged were less likely to travel around the Borough. Members were informed that further information would be sought from those managing the service however work was ongoing around digital inclusiveness and how support could be provided to the communities that rely on the services.

Members referred to Green Spaces and in particular Dovestones and the number of people using the area during lockdown. Members felt that it was important for mental health that an expansion included all the open spaces in and around the edge of the Borough to allow residents to know what was on offer on their doorsteps. Members were informed that it was an important priority and promoting what Green Spaces were available would be key.

Members quired the joint working arrangements of teams within the Council and noted that officers were working much more with much less. Finding efficiencies had become more difficult however joint working could provide a sharper focus on the areas that needed it most. It was noted that the Council could not achieve this on its own and that public bodies and private sectors could become potential partners in order to take some of the programmes forward. Members were informed that Covid-19 galvanised the Public Sector in a way that had not been experienced before however different sectors had come together to face the challenges and had gained new ways of working that would be embedded in future ways of working.

Members asked if there was any scope for officer/member input in each of the themes before the report returned to the Board to create a coherent approach with the interrelated themes. Members were informed that sessions had been planned in over the next month with Senior Officers and Portfolio Holders that would follow with the Overview and Scrutiny Board. It was noted that further feedback would be welcomed.

RESOLVED that:

1. The update and information provided on the Covid-19 Recovery Plan be noted.
2. A further update on the Recovery Plan be provided to Overview and Scrutiny in March 2021.

10

HOMELESSNESS STRATEGY 2021

The Board were provided with an update on the progress of the Homelessness Strategy 2021 that was due to be published by April 2021.

The anticipated publication date had been moved back to September 2021 due to the Covid-19 pandemic and the ongoing need to focus the majority of resources on the frontline response to homelessness. This involved the implementation of the Government's rough sleeping objectives, moving services online

and to ensure that temporary accommodation facilities complied with social distancing measures.



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Consultations had been undertaken with residents, stakeholders and elected Members. A full desktop review of homelessness had been drafted with early indications highlighted a particular need to focus on evictions and other issues in the private rented sector, domestic abuse and relationship breakdowns and meeting support to promote tenancy sustainment such as mental health issues and debt management.

RESOLVED that:

1. The update and information provided on the Homelessness Strategy 2021 be noted.
2. Questions from Members to be sent to Constitutional Services on the strategy by the end of the week.
3. A further update on the strategy be provided to Overview and Scrutiny at a future meeting.

11

POVERTY

The Board gave consideration to a presentation on Poverty by Councillor Cath Ball, Deputy Cabinet Member (poverty) and the Policy Manager.

The Board established in March 2020 a task and finish group to ascertain the nature and extent of strategies and services designed to address poverty as well as inequality and disadvantage. Members were informed that since March 2020, the unemployment rate in the Borough had increased by more than 5,000. By October there were 13,680 claimants in Oldham, 5,355 of those were due to Covid-19. The £20 uplift for claimants was due to end on the 30th April however many people relied on the uplift.

Members were informed of the poverty governance and structures. The Poverty Agenda Group were made up of community groups, residents and partnership organisations including the Department for Work and Pensions (DWP). Issues would be passed on to the Poverty Steering Group consisting of Officers, Action Together and the DWP, updates would then go back to the Poverty Agenda Group putting residents and community groups in the centre of the Poverty work and Framework.

Members were provided with the aims that the Greater Manchester Poverty Group had asked all Councils to sign up to working on. Officers were currently in the process of updating the Equality Strategy and the socio-economic aspect however the socio-economic duty was removed from the Equality Act by the Government in 2012. The Steering Group had agreed further actions which would progress with the use of two Officers working on the issues half a day a week.

Members were informed of the work ongoing with the Children's Society scrutinising Oldham's **Page 5** Welfare Provision, Get

Oldham Working's project to help residents with clothes for interviews and the Reel Group who helped with the food bank and had recently found a premises to run the Cloths Rack. The Warm Homes Scheme had liaised with energy companies to provide emergency packages to prevent families from being cut off. In 2018, 11.7% of the population in Oldham were in fuel poverty however due to the unprecedented pandemic the percentage would now be higher.

The Covid-19 pandemic had highlighted the UK's digital divide which amplified the impact of social isolation and loneliness particularly for those shielding such as older people and those with serious health conditions. Many young people fell outside of national programmes to aid remote learning, the Greater Manchester Mayor had called upon businesses to support young people through donations of unused digital devices or a £300 donation that would ensure the young person could continue their education through the purchase of a digital kit bundle.

A number of projects had been set up to help residents with food packages from groups such as the Bread and Butter thing, Family Pantry, Family Action, the European Islamic centre and many others. The Ancora Project was now back at the Foodbank and the Greater Manchester Poverty Group aimed to have financial support available at all Foodbanks. Oldham was in the process of preparing a Food Security Strategy as well as providing Holiday food through Government funding for half term and Easter. A separate fund would be provided for the summer half term and the summer holidays.

RESOLVED that:

1. The presentation be noted.
2. The report be referred to Cabinet.

12 **KEY DECISION DOCUMENT**

The Board gave consideration to the latest Key Decision Document published on 23rd December 2020.

RESOLVED that the Key Decision Document be noted.

13 **OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME**

The Board gave Consideration to the latest Overview and Scrutiny Board Work Programme and were provided an update on items and actions outlined on the document.

RESOLVED that the Overview and Scrutiny Board Work Programme be noted.

14 **DATE AND TIME OF NEXT MEETING**

RESOLVED that the date and time of the next meeting to be held on Tuesday 9th March 2021 at 6.00 pm be noted.

The meeting started at 6.00 pm and ended at 8.03 pm



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Agenda Item 6

MINUTES OF THE MEETING OF THE GREATER MANCHESTER COMBINED AUTHORITY CORPORATE ISSUES AND REFORM OVERVIEW & SCRUTINY COMMITTEE HELD ON TUESDAY 8 DECEMBER 2020 VIA MICROSOFT TEAMS LIVE EVENT

PRESENT:

Councillor Tim Pickstone	Bury (Chair)
Councillor John Leech	Manchester (Substitute)
Councillor Colin McLaren	Oldham
Councillor Chris Goodwin	Oldham
Councillor Kallum Nolan	Rochdale
Councillor Ray Dutton	Rochdale (Substitute)
Councillor Karen Garrido	Salford (Substitute)
Councillor David Jolley	Salford
Councillor Tanya Burch	Salford
Councillor Joanne Marshall	Wigan

OFFICERS IN ATTENDANCE:

Steve Wilson	Treasurer, GMCA
Steve Warrener	Finance Director, TfGM
Joanne Heron	Statutory Scrutiny Officer, GMCA
Jamie Fallon	Senior Governor & Scrutiny Officer, GMCA

CI&R/39/20 APOLOGIES

Apologies for absence were received from Councillors Beverley Fletcher (Bolton), Dave Morgan (Trafford), Dena Ryness (Stockport), John McGahan (Stockport), Teresa Smith (Tameside).

CI&R/40/20 CHAIR'S ANNOUNCEMENTS AND URGENT BUSINESS

The Chair extended thanks to Councillors Karen Garrido, and Ray Dutton, and John Leach for their attendance at the meeting as a substitute.

CI&R/41/20 DECLARATIONS OF INTEREST

There were no declarations of interest received.

CI&R/42/20 MINUTES OF THE MEETING HELD ON 10 NOVEMBER 2020

The minutes of the previous meeting of the Committee, held on 10 November 2020 were submitted for approval.

BOLTON
BURY

MANCHESTER
OLDHAM

ROCHDALE
SALFORD

STOCKPORT
TAMESIDE

TRAFFORD
WIGAN

RESOLVED/-

That the minutes of the Committee meeting held on 10 November 2020 be approved as a correct record.

CI&R/43/20

GMCA BUDGET SETTING 2021/2022

Steve Wilson, Treasurer, GMCA, presented Members with an update on the 2021/ 2022 Budget Setting process for the Mayoral, GMCA General, and transport elements, including next steps. Steve Warrener, Finance Director, TfGM was also in attendance, to update Members on the transport budgets.

Members were advised that following a statutory change, the Committee no longer had responsibility for scrutinising the Greater Manchester Fire and Rescue (GMFRS) budgets. These, would now be considered by the Police, Crime & Fire Panel, and then submitted to the GMCA for approval in January/February 2021.

Members raised the following questions and comments:

- Has the global pandemic affected the methodology used to develop the budgets? It was confirmed that the budgets had been largely unaffected by the pandemic with most things on track, however, there had been a significant underspend on Our Pass due to patronage levels. There would be an impact on the Collection Fund, which would hit the budgets in 2021/2022. It was noted that the transport budgets had been impacted by the request from Department for Transport (DFT) that other concessionary travel continue to be paid at pre COVID rates.
- A Member requested further information regarding the deficit on the Collection Fund. It was confirmed that as with localities, the GMCA would spread any precept deficit over three years to smooth out the effects. As the GMCA was not a billing authority, district calculations will be used. The Government indicated that they would cover 75% of any unrecovered debts. A prudent approach was being taken until further information was received.
- What does the proposed 10% saving (from the £4.4m core funding) relate to, was it a reduction in headcount, or reduction of a specific project? It was confirmed that the GMCA had implemented a freeze on recruitment for 2020/21, on all but critical and externally funded posts. Linked to this, there was some recurrent savings, which could be removed from budgets, and a review was being undertaken to ensure that grants and other sources of funding, were being recharged at the appropriate level. The aim was to continue to deliver what we deliver, but more efficiently.
- Could there potentially be a reduction in the £4.7m district funding which supports the Culture and Social Fund, Midas, and Marketing Manchester? It was confirmed that further work was being undertaken to support Leaders to make a decision regarding this. It was noted that this funding mainly covered the Cultural Fund, which was a sector that had been disproportionately affected by the pandemic.

- A Member referred to a suggestion made by bus operators that the pandemic could significantly increase the cost of bus reform, and explored whether this was expected. Steve Warrener, referred to a recent report considered by the GMCA on 27 November 2020, which proposed that the costs of implementing bus reform remained largely unchanged, and could be managed within the previously agreed financial envelope. It was noted that the biggest uncertainties related to the revenue stream; whether the Government support remained at pre COVID levels, and what happened in relation to patronage levels. The report outlined mitigating responses, which could be introduced to address any shortfalls in revenue.

Steve Wilson, added that the original bus reform proposal (over a 5 year period) outlined gradual annual increases (apart from one year), which had been rephased until 2022/ 2023. Options for levelling out the increases were being considered, and sensitivity tests were currently being undertaken. It was confirmed that the one off statutory charge of £17.8m, from localities had been rephased until 2025/ 2026 (should a decision be taken on bus reform), to take account of localities' financial position.

- The Chair referred to the projected deficit on transport (£7.7m saving), which was forecasted to be addressed through efficiency savings and/or reserves. Was it presumed that bus companies would continue to be reimbursed for concessionary travel in 2021/ 2022? It was confirmed that this had been allocated in the budget.
- Further information was requested regarding the £32.7m for supported bus services, and what this included. It was confirmed that this was a combination of support for the general network, and support for school services.
- A Member sought clarification as to whether those eligible would be required to pay the annual £10 charge for concessionary travel in 2021/ 2022. It was confirmed that this would continue to be an annual contribution, and was assumed within the calculations.
- How does Metrolink feature with the Revenue Budget. Steve Warrener advised that over 10 years ago, significant borrowings had been made to support the delivery of the significant investment programme on Metrolink, and this interrelated to the core budget through the surplus generated at operating level (after Government funding). The operating surplus part funded the financing costs. The reserves were used to pay the capital interest on the debt, along with contributing to the costs for renewal of the Metrolink system over the next twenty years. It was noted that there was an interrelationship in terms of the Metrolink surplus feeding the reserve that contributed towards financing costs. In addition, Metrolink received a levy contribution relating to concessionary journeys.
- Members welcomed the update. Following consideration, it was agreed that the Capital Programme, and the Mayoral Precept proposals would be considered by the Committee in January 2021.

RESOLVED/-

1. That the presentation be received and noted.

2. That the Committee consider the Capital Programme, and Mayoral Precept proposals at its January 2021 meeting.

CI&R/44/20 WORK PROGRAMME FOR THE 2020/21 MUNICIPAL YEAR

Members considered the committee work programme for 2020/21, and the Chair agreed to liaise with the Statutory Scrutiny Officer, regarding the number of items for discussion at the January 2021 meeting, to ensure that the Committee could adequately consider each item.

RESOLVED/-

That the Chair review the number of items for consideration at the January 2021 meeting.

CI&R/45/20 GMCA REGISTER OF KEY DECISIONS

RESOLVED/-

That the GMCA Register of Key Decisions be noted.

CI&R/46/20 DATES AND TIMES OF FUTURE MEETINGS

All meetings would be held virtually on the following dates at 4.00 pm:

- 19 January 2021
- 9 February 2021
- 16 March 2021

**MINUTES OF THE MEETING OF THE GREATER MANCHESTER COMBINED
AUTHORITY CORPORATE ISSUES AND REFORM OVERVIEW & SCRUTINY
COMMITTEE HELD TUESDAY 19 JANUARY 2021 AT 4.00 PM
VIRTUAL MEETING VIA MICROSOFT TEAMS**

PRESENT:

Councillor Tim Pickstone	Bury (Chair)
Councillor Chris Goodwin	Oldham
Councillor Colin McLaren	Oldham
Councillor Kallum Nolan	Rochdale
Councillor Tanya Burch	Salford
Councillor David Jolley	Salford
Councillor John McGahan	Stockport
Councillor Dena Reyness	Stockport
Councillor Teresa Smith	Tameside
Councillor Karina Carter	Trafford
Councillor Joanne Marshall	Wigan

OTHER MEMBERS IN ATTENDANCE:

Councillor Sean Fielding	Oldham
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OFFICERS IN ATTENDANCE:

Steve Wilson	Treasurer, GMCA
Phil Swan	Digital Director, GMCA
Amy Foots	Head of Implementation, GMCA
Paul Morgan	Head of Commercial Services, Waste, GMCA
Joanne Heron	Scrutiny Officer, GMCA
Jenny Hollamby	Governance & Scrutiny, GMCA
Nicola Ward	Governance & Scrutiny, GMCA
Matt Berry	Governance & Scrutiny, GMCA

CI&R/1/21 WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed Councillor Karina Carter from Trafford who had replaced Councillor Anne Duffield to her first meeting of the Committee

Apologies for absence were received from Councillors Sam Al-Hamdani (Oldham), Paula Appleby (Manchester) and Hazel Gloster (Oldham).

Apologies for absence were received from Officers David Taylor (GMCA) and Sarah Todd (Trafford).

CI&R/2/21

CHAIR'S ANNOUNCEMENTS AND URGENT BUSINESS

The Chair welcomed everybody to the meeting, which was being held virtually and was being livestreamed to the public in accordance with new Local Government regulations allowing virtual meetings to take place during the coronavirus pandemic. Members were also reminded about the virtual meeting procedure and protocol.

Whilst there was no urgent business, a supplementary agenda was published and circulated to Members on 5 January 2021, which contained Item 7 - Budget 2021/22 Presentation.

The Chair, in agreement with Members, reorganised the agenda to take the business items first to allow for a full discussion on the Item 7 - Budget 2021/22 Presentation.

CI&R/3/21

DECLARATIONS OF INTEREST

There were no declarations of interest received at the meeting.

CI&R/4/21

**MINUTES OF THE LAST MEETING HELD ON
TUESDAY 8 DECEMBER 2020**

RESOLVED/-

That the minutes of the last meeting held on Tuesday 8 December 2020 be approved as a correct record.

CI&R/5/21

LIVING WITH COVID RESILIENCE PLAN PROGRESS UPDATE

Members considered a report which, provided an update on the progress of the implementation of the Living with Covid Resilience Plan and the development of mechanisms to drive system change to better respond to environmental and equalities impacts arising. An update of progress against the Greater Manchester Strategy headline outcome measures was also provided.

The main points referred:

- A Member asked about the impacts of the new lockdown and considering restrictions could be in place for some time. The Member also enquired about the vaccination programme at a Greater Manchester level and who was responsible. It was explained that Officers had envisaged that when the plan was developed, Greater Manchester would be in the recovery stage. However, the plan was flexible and allowed context changes. It was evident from the first update that the change in approach was taking place as required dependant on need. Learning from this plan would be fed into the Greater Manchester strategy and be built into the medium term strategy. The plan was an immediate response to the challenges being faced and provided a better outcome moving forward. The Officer agreed to answer the Member's point about the vaccination programme outside of the meeting.

- A question was raised about the role of the airport, and if any specific activity was being undertaken to understand the economic impacts arising from the pandemic on the airport and wider economy. It was explained that the impacts would be considered as part of the economy work stream and any future economic forecast/analysis would be provided to the Committee as they were produced.
- A Member asked about specific actions being undertaken to understand forecasted unemployment following end of furlough and what actions were being taken to support people when that scheme ended. It was acknowledged there was a rise in unemployment and it was expected this would increase when the furlough scheme ended. The economy team was considering this aspect by sector to understand, which sectors were most at risk and which could be supported. More detail about the work being undertaken could be provided about what would happen at the end of furlough and unemployment support.
- A Member asked for an update on the inequalities work around the plan and when would it be available. Officers explained there was a significant amount of work around the piste to support the inequalities agenda. Work was also taking place with the University of Manchester around a comprehensive impact assessment to better understand, not just equalities but environmental and broader impacts when proposals were being developed. A Tackling Inequalities Board had been set up by the GMCA Portfolio Lead for Inequalities, which was about providing a more co-ordinated system wide responses. This would then feed into the Greater Manchester strategy next year.

RESOLVED/-

That the Committee received and noted the progress made over the first quarter delivery and the overall progress as reported in the Greater Manchester Strategy outcomes dashboards.

CI&R/6/21

GREATER MANCHESTER PREPARATIONS FOR EU EXIT AND UPDATED ANALYSIS ON THE POSSIBLE ECONOMIC IMPACTS

A report, which provided Members with an update on the co-ordination of activities undertaken across Greater Manchester to prepare for the end of the transition period was considered. The report gave an overview of the current position regarding Greater Manchester activity around the international strategy and EU funding update. Finally, the report included a detailed analysis of possible economic impacts arising from Brexit.

The main points referred:

- A Member asked if the impacts of leaving the EU on business and industry in Greater Manchester would be monitored. It was reported that there were various strands of activity surrounding this and the research team would continue to produce a dashboard of leading indicators and understanding. Business engagement was taking place through the business representative organisation, working with The Growth Company and other partners to have on-going dialogue to understand issues as they arose.

RESOLVED/-

1. That the Committee noted the work underway by the Greater Manchester Brexit Readiness Group to understand the impacts arising from EU exit and to coordinate responses across the city-region.
2. Members received and noted the work underway on the Greater Manchester international strategy and ongoing partnership working with EU nations to develop Greater Manchester opportunities in the future.
3. That the Committee noted the update provided regarding EU funding sources.
4. That Members received and noted the refreshed economic analysis undertaken and possible implications for the Greater Manchester economy.

CI&R/7/21

NATIONAL WASTE AND RESOURCES STRATEGY – IMPLICATIONS FOR GREATER MANCHESTER

The GMCA's Head of Commercial Services, Waste presented a report that set out an overview of the draft national waste and resources strategy, potential implications for waste collection and disposal in Greater Manchester and a draft timetable for implementation.

The main points referred:

- A Member asked how the strategy looked at reducing the amount of waste being disposed of by household waste collection. It was explained that waste minimisation was paramount and was a cornerstone of the waste hierarchy. There was funding to reduce waste; Officers drew Members attention to the Love Food Hate Waste campaign. There had also been a substantial campaign about single use water bottles. Waste minimisation was foundation for all waste strategies.
- Officers were asked to unpack the logic behind separating food waste from garden waste as both waste streams were biodegradable. Officers agreed with the Member. It was about how the material was treated. In Greater Manchester, the material was collected mixed and treated at the in-vessel composting facility. Separating food and garden waste to be treated separately did provide an opportunity to do something different with food waste to capture gas. However, that caused problems as it produced a digestates liquid, which was difficult to dispose of. Garden waste would then be treated by open windrow composting but this required different waste containers and collection vehicles. Greater Manchester would strongly advocate to retain the current system because it was the least inconvenient for households and still captured a significant amount of material. How it was treated was a carbon argument, which would be considered by the GMCA.

RESOLVED/-

That the Committee noted the potential impacts for waste collection and disposal, the proposed scenario modelling agreed with District waste Officers and the draft timetable for implementation at section 5.0 of the report.

The Portfolio Lead for the Digital City-Region presented a report that provided an update on Greater Manchester's ambition for a world class digital infrastructure and specifically the Greater Manchester local full fibre network programme, which came to the Committee for consideration in October 2019 and subsequently to the GMCA in January and December 2020.

The main points referred:

- A question was raised about fibre in rural areas in Greater Manchester and the Government scheme that allowed £3.5k per household. It was asked if there was any potential for Greater Manchester to benefit from that and if it could be promoted to the appropriate residents. It was reported there were significant semi-rural and rural areas in the city-region. The Government's ambition had shifted slightly from 100% broadband at one gigabyte connectivity across the UK by 2025 to 85%. Nevertheless, there were still significant funds associated with that; some of those were announced in the spending review and brought forward. The UK gigabyte programme was being discussed regularly with the Department for Digital, Culture, Media and Sport (DCMS) about the Greater Manchester potential for areas within its boundary, which would not be commercially viable without support. A report that DCMS published recently, indicated that the assertion be supported. Semi-rural funding and the mechanisms around that were being discussed. The Outside In programme mechanism would allow for indicative amounts of funding to be drawn down by Greater Manchester. It was proposed and if DCMS agreed, was to look at how Greater Manchester could aggregate activity to maximise the benefit that would accrue into Greater Manchester at scale.
- A Member asked for clarity around the public sector building upgrade work and the different route taken by Manchester and Salford. It was clarified that Manchester and Salford did not go down the same route as other Districts as they had more fibre infrastructure. Discussions had taken place with Salford City Council and the view was given Salford's own plans, existing investment and in light of the infrastructure already in place, it made more sense to withdraw from the scheme. There was investment going into Salford through the fire and rescue sites, air traffic control, Transport for Greater Manchester (TfGM) and other sites, which were driven through that mechanism.
- A further question was raised about the public sector sites and the upgrade of systems. The Member asked how successful would that be if equipment such as laptops were not available. It was also asked, to what extent was the programme being co-ordinated with the Department for Education (DfE) for instance, to ensure infrastructure was in place and to provide access for as many people as possible in schools and public libraries and to address some of the inequalities Greater Manchester was facing and touch upon in an earlier report today.
- Authors were thanked for their comprehensive report. Digital connectivity was extremely important given the pandemic. The accelerated programme was welcomed and would form part of Greater Manchester's recovery. The Member asked if there was any way to make sure that deprived areas were included as well as rural areas.

- In response to the questions around digital inclusion, Members were directed to Section 5 of the report, which acknowledge more work was needed to enable improvements and changes to public services to ensure nobody was excluded. Digital exclusion had been acknowledged and there was a huge piece of work underway to assess and develop a plan to make sure people could access the benefits of having high speed internet connectivity on their road.

RESOLVED/-

That the Committee noted and supported progress on the Greater Manchester Local Full Fibre Network programme.

CI&R/9/21 BUDGET 2021/22 PRESENTATION

The GMCA's Treasurer gave a presentation about the GMCA mayoral budget, business rates retention and general budget for 2021/22 and beyond.

The main points referred:

- A Member asked for an explanation about the business rates retention scheme reduction for the Greater Manchester infrastructure programme. Members were reassured that £7m would be funded by the Transforming Cities 1 fund and a further £7m from Transforming Cities 2 fund. In addition to that, new two allocations of revenue funding announced in the spending review would go alongside the capital fund. This was revenue funding to support capital investment.
- A Member queried some of the items in the original or new commitment and asked if they were one off items or if they were on-going. What was the expectation of the GMCA and for those parts of the city-region that had grown used to that money; what were the plans moving forward. In response, it was explained that negotiations were taking place with Ministry of Housing, Communities and Local Government (MHCLG) about a partial reset. The growth generated over this period would be locked in as recurrent funding for the GMCA. It was estimated that £21m of the in-year growth of business rates had been driven by Greater Manchester's own investment. However, this had been put back a year because business rates had not been reviewed nationally. There was no risk in 2021/22 as it was largely covered by the money being carried forward but there could be an issue in 2022/23 if there was not a replacement for this funding. Risks were being assessed.
- A question was raised about the scale of the Metrolink risk. As the information was not readily available at the meeting, the run rate of losses would be provided to the Member outside of the meeting.
- A Member asked for an explanation about the cost of Our Pass. The Member understood the cost would be around £8m but the current figure was £16.2m. This equated to £415 per use, which was nearly the amount of a full adult pass and questioned if it value for money. It was explained that the £16.2m was for a full normal year. However, there had not been a normal year as such given the pandemic lockdowns and school closures. Following the pilot there would be a full analysis to understand the impact and inform decisions moving forward.

- A discussion took place about Greater Manchester police funding. A Member asked about precepts, the increase of £15 for tax payers in band D, the increase in funding over the past five years, police performance/efficiency and their substantial reserves. It was advised that the increases over the last three years, had led to an increased number of police officers (347 this year 341 next year). Other issues would be picked up in the public consultation and by the Police and Crime Panel. The Mayor would expand on this further when he attended the next meeting on 9 February 2021.
- A general question was raised about the fire budget and the one off solution last year to take money from reserves to deal with the staffing reductions that were not implemented. It was advised that In light of the Grenfell and Cube fires, the reduction programme did not take place last year. This was not covered by reserves but by an increase in the precept for fire. In setting the 2021/22 budget, it had been agreed again not to implement the saving proposals. A balanced budget would be achieved in 2021/22 without drawing down reserves or precept increase. The fire service was in a stable and relatively strong financial position. There was still uncertainty around pensions funding for fire service, which could be potentially problematic in future years.
- The Chair informed Members that the Greater Manchester Mayor would be attending the next meeting on 9 February 2021 to focus on the 2021/22 budget as it was a key function of the Committee. The Chair encouraged Members to think about what points needed to be raised.

RESOLVED/-

That the presentation be received and noted.

CI&R/10/21 WORK PROGRAMME FOR THE 2020/21 MUNICIPAL YEAR

The work programme for the 2020/21 Municipal Year was presented to Members for population for future meetings.

RESOLVED/-

That the work programme be updated following the meeting.

CI&R/11/21 REGISTER OF KEY DECISIONS

RESOLVED/-

That Members received and noted the register of key decisions dated 5 January 2021.

CI&R/12/21 DATES AND TIMES OF FUTURE MEETINGS

It was noted that the next meeting would take place on 9 February 2021 at 4.00 pm via Microsoft Live virtual event.

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MINUTES OF THE MEETING OF THE GREATER MANCHESTER COMBINED AUTHORITY (GMCA) ECONOMY, BUSINESS GROWTH AND SKILLS OVERVIEW AND SCRUTINY COMMITTEE, HELD ON FRIDAY 4th DECEMBER 2020 VIA WEBCAST

Present:

Bolton:	Councillor Akhtar Zaman (substitute)
Bury:	Councillor Mary Whitby
Manchester:	Councillor Basat Sheikh Councillor Greg Stanton
Oldham:	Councillor George Hulme
Rochdale:	Councillor Michael Holly (Chair from item 6)
Salford:	Councillor Jim King
Stockport:	Councillor Becky Senior Councillor Kerry Waters
Trafford:	Councillor Barry Brotherton
Wigan:	Councillor Charles Rigby Councillor Michael Winstanley (Chair to item 6)

In attendance:

	Councillor Sean Fielding, GMCA Portfolio Lead for Employment, Skills and Digital and Leader of Oldham Council.
GMCA	Joanne Heron, Statutory Scrutiny Officer
GMCA	John Wrathmell, Director of Strategy, GMCA
GMCA	Gemma Marsh, Director of Skills (Policy, Strategy & Delivery)
GMCA	Nicola McLeod, Principal Skills Manager (Careers and Participation).
GMCA	David Rogerson, Policy and Strategy Principal
GMCA	Paul Harris, Senior Governance & Scrutiny Officer

The commencement of the meeting was delayed for 15 minutes to allow some time for Members and meeting participants to resolve technological difficulties. For this reason, the meeting commenced at 10:45 am. As the Chair was still experiencing difficulty accessing the meeting at this time, the Vice Chair, Councillor Winstanley, opened the meeting.

COUNCILLOR WINSTANLEY IN THE CHAIR

E51/20

APOLOGIES FOR ABSENCE

Apologies for absence were received and noted from Councillors Samantha Connor (Bolton), Stephen Horner (Tameside), Daniel Meredith (Rochdale).

Councillor Elise Wilson, GM Lead Member for Economy, Lou Cordwell and Mo Iasp, Co-Chairs of the Greater Manchester Local Enterprise Partnership and Simon Nokes, Executive Director of Policy and Research, GMCA.

E52/20

CHAIR'S ANNOUNCEMENTS AND URGENT BUSINESS

a. Councillor John Leech

The Chair advised Members that at the meeting of the Greater Manchester Combined Authority on 27 November 2020, Councillor John Leech, (Manchester) was appointed as a GMCA Scrutiny Committee Substitute Pool Member.

RESOLVED/-

That the appointment of Councillor John Leech by the GM Combined Authority as a GMCA Scrutiny Committee Substitute Pool Member, be noted.

E53/20 DECLARATIONS OF INTEREST

There were no declarations of interest made by any Member.

E54/20 MINUTES OF THE MEETING HELD ON 13 NOVEMBER 2020

The minutes of the previous meeting of the Committee, held on 13th November 2020 were submitted for approval as a correct record.

RESOLVED:-

That the minutes of meeting of the Economy, Business Growth and Skills Overview and Scrutiny Committee, held on 13th November 2020, be approved as a correct record.

[CLERK'S NOTE: Given the technical difficulties experienced by representatives of the GM Local Enterprise Partnership, the Committee agreed to re-order the agenda as below, to allow them time to join the meeting.]

E55/20 YOUNG PERSON'S GUARENTEE

Councillor Sean Fielding, GM Lead Member Employment, Skills & Digital, introduced a report and presentation which provided Members with an update on the Young Person's Guarantee, including the process and consultation period and outlined the draft recommendations identified by the Task Force & Youth Advisory Group, noting that the final recommendations will be considered at the upcoming GM Combined Authority meeting on 18th December 2020.

In introducing the item, Councillor Fielding highlighted how young people are consistently, disproportionately affected by recession. It was noted that the acute impact of Covid on non-essential retail and hospitality sectors, traditionally sectors where young people enter the workforce, had again highlighted the challenges faced by young people.

The presentation explained that the Young Person's Guarantee was not solely about getting young people in to work but also to provide wrap-around support for health and wellbeing, education transition and the digitally excluded.

Members noted that Diane Modahl continues to lead on the Young People's Taskforce which aims to reach the most marginalised young people. The Young Person's Guarantee has been co-designed with young people and developed to meet the needs of Greater Manchester and to support recovery.

Officers took Members through the presentation which provided information on why a Young Person's Guarantee is needed, the development of the Youth Advisory Group, the development of the four thematic task forces, bring together communities and the proposes next steps.

Members noted that as part of the co-design process, young people had also identified the following recommendations to take forward: -

- Digital kit – and places where young people can go to learn how to maximise their use.
- Access points – both physical and digital, and in their localities – to connect with opportunities and to get advice and guidance
- Visible, diverse, inspirational leaders, role models and mentors
- Control over shaping and delivering the services and opportunities that they want in their own localities
- Employers to be supported to be better able to connect with the full diversity of talented young people across Greater Manchester – and to give currently marginalised young people the skills and confidence they need to take full advantage of all the opportunities available
- Leaders in education to be on the front foot in ensuring the curriculum in Greater Manchester transforms in response to the structural changes happening at pace in business.

Comments and Questions raised by Members:-

- A Member asked if there are any other commitments to extra education and training courses for the under 25s. It was noted that work was taking place within the adult education budget to provide support for the 19 plus cohort. Digital strategy work was taking place and level 3 qualifications were being developed. Officers also explained that it was important to note that GM Colleges were already providing support.
- A Member highlighted a number of challenges affecting young people including mental health and well-being, fear of achieving and fear of not getting a job when leaving education. The Councillor also highlighted how the impact of Covid has caused disruption to their learning, forming a gap in young people's education and this learning gap had to be addressed to stop young people being disaffected with education. Officers explained that to address these issues a wider partnership approach was required and not a solely educational response. The education sector can help learners and districts have education and digital inclusion leads that can provide support to respond to some of these challenges. National funding has been secured and diverted to schools in relation to catch up activities. In addition, attention is also needed to be able to offer hope and

confidence to allow young people to be ready for the job markets. These challenges were apparent before the emergence of Covid.

- In welcoming the presentation, a Member referenced that 24% of young people had indicated that climate and environment was of particular importance to them. The Member enquired how this priority was being linked in to the Young Person's Guarantee on low carbon and local targets. In response, officers noted that the original scope of this work was to have an economic focus for the preparation for adulthood and associated transition. A parallel piece of work was taking place with the Youth Combined Authority in relation to the Green Agenda. As this work moves forward, other significant issues such as homelessness, child poverty and child hunger will be built in to the action plan.
- A Member enquired how success will be measured and how will the work be equitable across the conurbation. In response, officers noted that the Young Person's Guarantee presents where opportunities are. The requirement for Key Performance Indicators (KPIs) were not required in the initial work phase, however as the work progresses, it is the intention to develop KPIs to monitor priorities, introduce accountability and build in evaluation, to ensure the work is having a positive impact to communities.
- A Member suggested that once KPIs are in place, updates can be brought to future meetings of this Committee.
- A Member welcomed this work and noted that the six priority areas that were highlighted in the presentation also linked to the wider determinants of younger people's lives and development. The Member added that economically, the challenges young people are facing under Covid is a mayor priority, as it is not only about young people's future but also the wider future of the city region. An enquiry was made in relation to support for the under 25's and apprenticeships. In response, officers noted that the Apprenticeship Levy match making service will assist businesses to recruit more young people. A directory is also being created to identify and support apprenticeships that are currently under furlough. The Kickstart Board will also provide support and work was also being undertaken to explore how those young people not eligible for Kick Start can be supported.
- In welcoming the presentation, a Member commented the impact of Covid on young people can not be underestimated. The Member suggested that the suite of draft KPIs be brought to a future meeting of the committee. In response, officers welcomed this offer.

RESOLVED/-

1. That Councillor Fielding and Nicola McLeod be thanked for their informative presentation.
2. That the presentation and comments raised by Members be noted.
3. That the publishing of the process for ongoing commitments for Young People across localities be supported
4. That a further update on the work of the Young Person's Guarantee, including draft Key Performance Indicators, be brought to a future meeting of this Committee.

COUNCILLOR HOLLY IN THE CHAIR

E56/20 GREATER MANCHESTER LOCAL ENTERPRISE PARTNERSHIP UPDATE

The Chair suggested that as the representatives of the Greater Manchester Local Enterprise Partnership were unable to join the meeting, this item would be deferred to a future meeting of the Committee. This approach was supported by the Committee.

RESOLVED/-

That the update on the work of the Greater Manchester Local Enterprise Partnership be deferred to a future meeting of this Committee.

E60/20 REGISTER OF KEY DECISIONS

Members considered the register of GMCA Key Decisions for the period 1 November 2020 to 31 January 2021.

RESOLVED/-

That the register of GMCA Key Decisions be noted.

E61/20 COMMITTEE WORK PROGRAMME 2020/2021

Members considered the Committee work programme which set out those topics and items that will provide a focus of the Committee's work for the 2020/2021 municipal year.

It was suggested that the meeting 15th January 2021 will only take place if there is urgent business for consideration. Officers undertook to advise the Committee if a meeting will be required at the earliest opportunity.

The Chair noted that a discussion was to take place with officers in relation to Credit Unions. He added that as the GM Local Enterprise Partnership item will also need to be programmed, following the deferment of this item today.

Members noted that the Mayor will now be attending the Committee in February 2021 and as such, the Recovery Plan items scheduled for the March meeting will now be considered at the February meeting. In light of this change, it was noted that the Work and Skills and Digital items will now be considered at the March meeting.

A Member welcomed the recent attendance and contribution at the Committee by the Growth Company. The Member suggested that the approach of more than one officer presenting enabled for items to be considered.

RESOLVED/-

1. That proposed changes to the Committee Work Programme outlined in the preamble above be agreed and that the work programme will be updated accordingly, be noted.

E62/20 PROGRAMME OF FUTURE MEETINGS

Members considered a programme of future meeting date for the Committee for 2020/2021.

RESOLVED/-

1. That the following meeting dates for the Committee be noted: -
 - Friday 15 January 2021 (if required).
 - Friday 5 February 2021.
 - Friday 12 March 2021.
2. To note that meetings will commence at 10.30 am and will be held via video conference unless advised otherwise.

E63/20 SEASONAL MESSAGE

The Chair thanked Members and officers for their hard work in support of the Committee during 2020. He offered his best wishes for a merry Christmas and a peaceful and healthy new year. Those sentiments were reciprocated.

**GREATER MANCHESTER HOUSING PLANNING AND ENVIRONMENT OVERVIEW & SCRUTINY HELD
ON 12 NOVEMBER 2020, AT 18:00 VIA MICROSOFT TEAMS**

PRESENT:

Councillor John Walsh (Chair)	Bolton
Councillor Martin Hayes	Bury
Councillor Paul Copper	Bury
Councillor Mandie Shilton Godwin	Manchester
Councillor Jill Lovecy	Manchester
Councillor Linda Robinson	Rochdale
Councillor Mike Glover	Tameside
Councillor Sharmina August	Salford
Councillor Charles Gibson	Stockport
Councillor Janet Mobbs	Stockport
Councillor Kevin Procter	Trafford
Councillor Amy Whyte	Trafford
Councillor Fred Walker	Wigan

OFFICERS IN ATTENDANCE:

Mayor Andy Burnham	GMCA
Mark Atherton	GMCA
Joanne Heron	GMCA
Julie Connor	GMCA
Jamie Fallon	GMCA
Matt Berry	GMCA
Paul Harris	GMCA

HPE 244/20 APOLOGIES

Apologies for absence were received from Councillor Liam Billington (Tameside).

HPE 245/20 CHAIRS ANNOUNCEMENTS AND URGENT BUSINESS

There were no announcements or urgent business.

HPE 246/20 DECLARATIONS OF INTEREST

RESOLVED/-

No declarations of interest were received.

HPE 247/20 MINUTES OF THE LAST MEETING HELD 8 OCTOBER 2020

RESOLVED/-

That the minutes of the meeting held on 8 October 2020 be agreed as an accurate record.

HPE 248/20 COVID RECOVERY UPDATE FROM THE MAYOR

The Greater Manchester (GM) Mayor Andy Burnham provided a verbal update on the ongoing Covid-19 pandemic, and GM's response.

The following key points were highlighted:

- It was confirmed that a further update on the 'Living with Covid Resilience Plan' would be provided to a future meeting. It was recognised that the one-year Plan acknowledges that the pandemic was still ongoing in GM and was likely to be so for some time. However, GM has been clear that the building back better phase of responding to Covid needed to start now, revolved around an acceleration towards a zero carbon society.
- A Covid Emergency Committee had been convened, which had strengthened partnership working across agencies, enabling the effective mobilisation of resources to provide timely and targeted support.
- It was acknowledged that the north had been disproportionately affected by Covid-19, which was continuing to have a negative impact on people's mental and financial wellbeing.
- Encouragingly, GM was seeing its first week on week fall in infection rates (since the 22 August 2020), which could suggest that GM had passed its second peak. It was acknowledged that due to the time lag, this period would continue to pose significant challenges for the NHS (pressure could ease by beginning of December 2020 at the earliest).
- Concerns remained in relation to contact tracing capacity, with the latest figures showing that only approx. 56% of contacts were being reached within 24 hours of being identified. The National NHS test and trace system also failed to group households, which was not helpful. It was highlighted that a number of districts were supporting the national system to reach 'index cases' (those who have tested positive in the last 24 hours), which was working well. However, districts must then pass the case back to the national team, which was not constructive.
- It was noted that GM were continuing to work with Government on the Covid response, and were open minded about the pilot taking place in Liverpool. A recent letter from Government had suggested that 10% of the population could be tested, leaving a degree of control to local areas to allocate them to priority areas such as educational settings and social care. In addition, GM had submitted its own proposals to Government, which included a proposal to utilise resources from GMP and GMFRS to support the national system.
- The homelessness situation in GM was very concerning, however, the Homelessness Housing Teams, and key partners were working tirelessly to support people in need. In GM there was currently:
 - 480 people being supported by the single room provision
 - 480 people being supported by the A Bed Every Night (ABEN) scheme (created by the Mayor and districts)
 - 1300 people and approx 3000 families living in temporary accommodation
 - 106 people sleeping rough

A homelessness response over the coming winter was being mobilised, and the Government had indicated that further funding would become available via the 'Protect' programme to which, Manchester and Salford were eligible.

- The situation within schools continued to be a concern, due to the ongoing disruption to learning caused by the number of cases. Given this, GM leaders were working with Headteachers, key partners, and colleagues from the Liverpool City Region to lobby

Government to cancel the forthcoming exams and adopt an assessment approach similar to Wales. It was noted that children in the north had had more time out of school than other areas, which would put them at a significant disadvantage.

- It was anticipated that GM could be put back into tier 3 restrictions when lockdown ended on 2 December 2020. It was felt that the restrictions GM had been under for nearly four months had not had the desired impact, only dampening cases, but had had a detrimental impact on residents and businesses. For these reasons, the Mayor stated that he would be requesting that GM be put in to the less severe Tier 2. It was noted that the additional business support funding given to regions in Tier 3 (£20 per head formula), which saw GM get £60m was now being given to every local authority in the country. The Mayor confirmed that to be asked to re-enter Tier 3 without additional support funding would be challenging.
- In terms of building back better, GM was pressing on with its big picture plans, which included the final version of the revised Greater Manchester Spatial Framework (GMSF). The Plan was currently being considered by districts after AGMA unanimously agreed on 30 October 2020 to recommend to districts that the GMSF Publication Plan be approved for consultation and submission.
- GM were also currently consulting on the Clean Air Zone, and introducing Minimum Licencing Standards for Taxi's.
- In terms of bus reform, it was confirmed that the decision had been delayed due to the pandemic, but the Mayor was now considering the implications of the proposals, and would be providing further advice to leaders on how to progress with the ambition, to develop a more integrated, and affordable transport system.
- The Mayor advised that the news in relation to a vaccine was encouraging, noting that GM was aiming to ensure that it was in the best position to be able to maximise on the recovery as soon as possible.

The following questions were raised:

- Members expressed their thanks to the Mayor and Leaders for advocating on behalf of the north in what were unprecedented times.
- A Liberal Democrat Member from Stockport sought clarification as to why the Mayor had met with the Conservative group in Stockport regarding the GMSF but not the Liberal Democrats. The Mayor advised that the radical rewrite of the GMSF sought to protect 60% of the greenbelt and enabled districts to redistribute housing, putting developments where they were most wanted. The Mayor advised that he had offered to meet to discuss the plan with anyone who had concerns, but was not aware of a request from the Liberal Democrats. It was agreed that the Mayor would seek clarification, and contact the Group if a request had been made. The offer of a meeting was still on the table, however, it was acknowledged that making changes at this stage, would need to be carefully considered.
- Members expressed their support to cancelling forthcoming exams and adopting an assessment approach, given that children in the region had been unequivocally disadvantaged by the pandemic. The Mayor advised that he was working collaboratively with GM Headteacher's and colleagues from the Liverpool City Region, in order to seek a resolve on the issue. It was recognised that those due to sit SATs, and those young people on vocational courses had also been significantly impacted and should be included in the correspondence with Government.

- A Member highlighted that Ofsted inspections were due to commence in January 2021, which was an additional pressure on schools. The Mayor agreed, and it was confirmed that the issue would be raised as part of their communications with Government.
- A Member sought clarification as to whether there was any evidence which indicated a fall in infection rates during the half term period. The Mayor advised that his view was that schools should have been closed as part of the lockdown, as he felt GM needed a true circuit break, in order to tackle the stubbornly high cases GM had seen all year. It was not known whether a fall in infection rates could be linked to half term, but the Mayor confirmed that he would be considering the latest data at the Covid Emergency Committee next week, and advised that this information would then be made public.
- Members felt that returning to Tier 3 restrictions following the lockdown, would only further increase the level of inequality between the north and south, and amongst different groups within society. The Mayor explained that the Northern Health Science Alliance had reported that mental health and financial wellbeing (including loneliness) had been hit harder in the north than other areas.
- A Member highlighted the significant challenges faced by local authorities, with many facing significant deficits. The Mayor confirmed that the Spending Review was due to be considered on 25 November 2020, noting that GM would be making the case for council funding to be properly rectified. It was noted that some councils were considering cutting homelessness budgets in 2020/21 due to their financial situation.
- A Member commented that many residents felt that a franchising approach was the most appropriate way for the city region to run bus services. It was acknowledged that there were a number of considerations in relation to improving transport services in GM, which included; connected transport routes/ services, combined ticketing, affordability and vehicle standards. The Mayor agreed that creating orbital transport links was the ambition, and acknowledged that the reformed bus system would need to consider the Clean Air Zone requirements. It was felt that providers were often servicing GM with some of their oldest vehicles, which was not of the high standard GM desired. Options for bus reform were still being considered, but the ambition was to level up the transport system, and develop a London style system.
- A Member expressed his support of the GMSF, which he felt was likely to reduce inequality and support GM residents.
- A discussion took place on how GM could recover from the pandemic. A Member felt that to support a speedy recovery from the pandemic, a mass vaccination programme was required, supported by an effective test and trace system. It was recognised that often the most vulnerable people did not take up the offer of a vaccination, and it was anticipated that public confidence building initiative would be required. The Mayor agreed that the vaccine provided an exit strategy, albeit, building public confidence would be a significant task, given that there were a number of scare stories in circulation. The Mayor referred to 2009/10 when a vaccination ended a case of swine flu. It was confirmed that plans were being developed to ensure that GM was ready to roll out a mass vaccination programme, ensuring that any arrangements were easily accessible. The Northern Health Science Alliance had suggested that

more of the vaccine should be afforded to areas with the highest cases, which was being factored into plans.

- The Chair requested that any further Member questions should be submitted to the Governance Officer, who would seek a response accordingly. The Chair thanked the Mayor for his attendance at the meeting and for his ongoing efforts in tackling the pandemic.

RESOLVED/-

1. That the update be noted.
2. That any further Member questions be submitted to the Governance Officer for response.

HPE 248/20 PUBLIC SECTOR DECARBONSATION SCHEME

Mark Atherton, GMCA, provided an overview of the report which outlined opportunities presented by the Public Sector Decarbonisation Scheme (PSDS) and GM's ambition to seek substantial funding from the scheme for public building retrofit projects across the conurbation.

It was highlighted that given the constrained delivery timeframes, GMCA approval was being sought now, to receive and expend circ £30-60m funding from Salix (NDPB) to undertake low carbon retrofit projects on approximately 133 public buildings across GM.

As part of the Summer Fiscal stimulus, Government announced £1bn funding for the PSDS, which would be released as 100% grants, via Salix Finance (NDPB), between October 2020 and January 2021. The aim was to halve carbon emissions from the Public Estate by 2032, through the deployment of energy efficiency and heating measures, excluding gas powered boilers, and Combined Heat and Power (CHP).

Over the past nine months the GMCA had been working with Districts and other key partners (including TfGM, HSCP), to undertake baseline assessments of public sector buildings, with over 100 already complete.

GMCA had also successfully bid for circ £1m feasibility funding from the Salix Skills fund, which was currently being used to procure, either directly or via districts, approximately 12 consultants to undertake 133 building assessments across the public estate.

It was proposed that the PSDF application be submitted by Monday 23rd November 2020, on behalf of all the participating GM stakeholders. The application would provide details of the city region's approach to decarbonisation across 3 phases (as shown in figure 1, page 19).

- Phase 1 Deliverable outputs by March 31st, 2021
- Phase 2 Deliverable outputs by September 30th, 2021
- Phase 3 A negotiated range of outputs beyond the current stated SALIX Finance timelines

It was confirmed that given the timescales for delivery, the project would focus on 'shovel ready projects', with a view to considering longer term projects, should further funding opportunities arise.

Members raised the following questions:

- A Member explained that many GM residents were unable to replace their boilers, and queried whether there was funding available to support them to 'go clean'. It was confirmed that the PSDS was focused upon public buildings such as schools, and leisure centres, however, there was another pot of funding which included social housing. Further information on the Green Homes Grants was provided in section 249/20.
- A Member explored how the funding would be distributed across the conurbation, and whether boroughs could submit bids independently. It was confirmed that there was an agreement across the 10 districts, to submit a GM bid but this did not preclude districts from submitting their own bids should they wish. Collaborating on the bid, enabled GM to benefit from economies of scale, and following discussions with the funders, it was understood that they would be more receptive to a larger bids. All boroughs and key partners had been engaged in developing the bid and districts had been encouraged to submit as many projects as feasibly possible within the limited timescales. The specifics on the breakdown and numbers could not be confirmed as the feasibility studies were still ongoing.
- Members expressed their support for the scheme and it was acknowledged that this was a fantastic opportunity for GM, particularly in terms of economic activity. A Member queried whether there was a cap on what GM could be bid for? There was no cap on the amount of funding which GM could bid for from the £900 million, however, the process was competitive so GM needed to be cautious. It was confirmed that the bid would reflect what could be achieved within the timescales.
- Would priority be given to GM providers? It was envisaged that the initial phases would use existing procurement frameworks, with the aim to support GM jobs where possible. The longer term aim was to encourage businesses to expand their expertise and workforce, as it was envisaged that future funding rounds would be announced by Government.
- What was the net benefit of the scheme towards our 2038 carbon neutrality ambition? The net gain would be clearer once the feasibility studies were complete, but preliminary work on the 2700 public venues, indicated that if we were to fully decarbonise the top 100 venues, this would halve the total emissions of the total stock. It was noted that due to the timescales and complexities, the top 100 venues could not be put forward for phase 1, although it demonstrated where the focus could be directed in the future.
- A Member explored whether enough proposals had been submitted by districts. All districts and key partners had worked incredibly hard to get the bid to where it was. In terms of learning from the process, and strengthening future bids, taking the work to greater depth would be beneficial. It was advised that the resources available within districts to undertake the work was variable, with those with less resources receiving additional support from the GMCA. It was likely that the districts with more resources would submit more proposals. It was noted that some districts had outsourced their facilities function, and it was felt that this made completing the work more complex.

RESOLVED/-

That the update be noted.

HPE 249/20 GREEN HOMES GRANT AND SOCIAL HOUSING DECARBONISATION FUND PROJECT UPDATE

Mark Atherton, GMCA, provided an additional update on the other elements of the £3bn package of investment to support retrofit of buildings.

Green Homes Grant

It was confirmed that GM had successfully attained £4.7m for delivery of Phase 1 of the Green Homes Grant (Local Authority delivery). The pilot which was launched in September 2020, and allows Homeowners (up to £5000) and landlords (up to £10,000 if tenants are on benefits, with a 33% contribution) to apply for grants to spend on energy efficient and low carbon heating measures. It was noted that the timescales were challenging, with the aim to retrofit 500 properties by March 2021, with a view to bidding for a further £5m in phase 2 (which must be delivered by July 2021). It was noted that given the timescales, the first phase would utilise existing procurement frameworks, which tended to be the bigger local suppliers, with a view to adopting sub dynamic procurement systems to support SME's in future phases. A marketing campaign had been launched by the GMCA, which had been shared with districts. It was agreed that this information would be circulated to Members.

In addition, there was a Green Homes voucher scheme (£1.5bn) which would be administered directly by the Government via their voucher website. It was noted that the pilot would only support the replacement of an old boiler with a low carbon heating solution.

Social Housing Decarbonisation Fund

The Government had pledged £50m to create a Social Housing Decarbonisation Fund (SHDF-Demonstrator) Demonstrator programme to pilot innovative approaches to retrofitting social houses over 2020/21 at scale, and to support green jobs as part of the COVID-19 Economic Recovery Plan. It will mean warmer and more energy efficient homes, a reduction in households' energy bills, and lower carbon emissions.

It was confirmed that GMCA had held discussions with GM Social Landlords about the opportunity and had agreed to submit a bid on their behalf, but the outcome was not yet known.

RESOLVED/-

1. That the update be noted.
2. That the marketing materials on the Green Homes Grant (Local Authority Delivery) be shared with Members for information.

HPE 250/20 REGISTER OF KEY DECISIONS

RESOLVED/-

That the Register of Key Decisions be noted.

DATE AND TIME OF NEXT MEETING

Thursday 10 December at 6pm via Microsoft Teams Live.

**GREATER MANCHESTER HOUSING PLANNING AND ENVIRONMENT OVERVIEW & SCRUTINY HELD
ON 14 JANUARY 2020, AT 18:00 VIA MICROSOFT TEAMS**

PRESENT:

Councillor John Walsh (Chair)	Bolton
Councillor Martin Hayes	Bury
Councillor Paul Copper	Bury
Councillor Mandie Shilton Godwin	Manchester
Councillor Jill Lovecy	Manchester
Councillor Linda Robinson	Rochdale
Councillor Mike Glover	Tameside
Councillor Liam Billington	Tameside
Councillor Sharmina August	Salford
Councillor Charles Gibson	Stockport
Councillor Janet Mobbs	Stockport
Councillor Fred Walker	Wigan

OFFICERS IN ATTENDANCE:

Simon Nokes	GMCA
Paul Morgan	GMCA
Simon Warburton	TfGM
Nicola Kane	TfGM
Jonathan Marsh	TfGM
Joanne Heron	GMCA
Jamie Fallon	GMCA
Jenny Hollamby	GMCA
Paul Harris	GMCA

HPE 251/20 APOLOGIES

Apologies for absence were received from Councillor's Amy Whyte (Trafford), Kevin Procter (Trafford).

HPE 252/20 CHAIRS ANNOUNCEMENTS AND URGENT BUSINESS

There were no announcements or urgent business.

HPE 253/20 DECLARATIONS OF INTEREST

RESOLVED/-

No declarations of interest were received.

HPE 254/20 MINUTES OF THE LAST MEETING HELD 12 NOVEMBER 2020

RESOLVED/-

That the minutes of the meeting held on 12 November 2020 be agreed as an accurate record.

HPE 255/20 LIVING WITH COVID RESILIENCE PLAN UPDATE

Simon Nokes, Executive Director, GMCA, provided an overview of the report which outlined the progress of the implementation of the Living with Covid Resilience Plan, and the development of mechanisms to drive system change, to better respond to the environmental and equalities impacts arising.

It was acknowledged that since the report was produced, GM, like the rest of the UK was responding to a second wave of the pandemic, which meant that progress and developments had been paused. Instead, activity had been redeployed to ensure that the focus was on supporting GM people, places and businesses.

The economic and social impacts of the pandemic were now far more apparent, with increasing and deepening inequalities, rising unemployment, increasing numbers of failing businesses, and the continuing need for expanded government support across sectors and places.

Members were informed that Annex A within the report (page 17) provided detailed updates on the development, and progress of activity undertaken, to implement the deliverables in the Living with Covid Plan. The following key points were highlighted:

- There was lots of excellent partnership working was taking place, emphasising the strength and maturity of the relationships, and delivery structures in place within GM. It was noted that the delivery structures were being further tested by the second wave, and were proving highly effective.
- It was advised that there was scope for further development and expansions to some partnership arrangements, particularly, greater involvement, and engagement with the VCSE sector could be achieved. There was also scope for greater utilisation of engagement structures, and working with those with lived experiences to design, and deliver collective responses.
- Phenomenal innovations were being implemented across all areas, to respond to the changing and emerging needs presented by Covid.
- GMCA had agreed three core interlinked recommendations relating to the development of new ways of working, and mechanisms, enabling GM to better respond to the inequalities highlighted and exacerbated by Covid:
 1. All GMCA reports will include recommendations that assess and identify the impact of the proposal on inequalities, environmental, and financial issues in relation to the topic, supported by a commitment to collect, analyse and report on data, including community intelligence, to understand that impact.
 2. Develop a mechanism to utilise the established and developing partnership governance for the Age-friendly, and Equalities Portfolio, to support system wide responses. This would include actions to address equalities issues identified, and unresolved through the above assessment process.
 3. Consider the adoption of minimum targets, or standards for each locality or neighbourhood, which would support the effective targeting of resources across all GMCA

activity. It was recognised that addressing inequalities in all communities was fundamental to the whole of GM being able to achieve its collective ambitions.

Members raised the following questions:

- Members welcomed the update, and expressed their thanks to the GMCA for developing the plan, which seeks to sustain the City Region, and build resilience throughout the Covid crisis.
- A Member highlighted 'class' as an inequality which had been exacerbated by the crisis but was not specifically detailed within the report. It was acknowledged that although everyone was living through the pandemic, everyone's experiences were different.

Simon Nokes confirmed that the Independent Inequalities Commission was currently considering detailed evidence and analysis on inequalities in GM, with a view to publishing recommendations in early 2021. It was noted that Figure 1 within the report (page 20) displayed both the horizontal and vertical inequalities, which included outlining income inequalities.

- Members welcomed the intersectional approach to considering inequalities, but sought clarification as to whether care leavers were a priority as they were not detailed.

It was acknowledged that care leavers were an important consideration in the response to inequalities, and it was confirmed that care leavers would be represented within future iterations of the report.

Members were informed that there was now greater involvement and engagement with the VCSE sector, with Covid demonstrating a greater reliance on the sector. It was acknowledged that funding was a significant issue for the sector, which must be addressed, in order to avoid public services potentially being overwhelmed, as much needed VCSE support could be reduced or withdrawn. A VCSE Commissioning Framework was being developed as part of the implementation of the GM Social Value Framework.

- A Member highlighted that the vast majority of entrenched rough sleepers were subject to 'no recourse', and so, were not eligible for ABEN support. Were there any plans to extend support to those affected by no recourse?

It was confirmed that the query would be raised with the relevant team, and a response circulated to the Committee in due course.

- A Member referred to page 31, and the reference to '156 buildings which had been identified for retrofit over next 12 months' and sought clarification as to whether this contributed to the target for greener homes?

It was confirmed that the reference related to the Public Building Retrofit Programme, as part of the greener economic recovery.

- A Member highlighted that a significant number of businesses were struggling financially due to the pandemic. Why were many businesses experiencing delays in receiving the discretionary grants?

It was confirmed that the £60m Government funding had been received, and local authorities were working hard to distribute the discretionary grants to businesses, with a phenomenal amount of funding already distributed.

In addition, the Government had also announced a number of additional schemes, to support businesses who were closed, and those open, but impacted by the restrictions. Local Authorities had also received funding through the Governments Additional Restrictions Grant, which would be rolled out over the coming weeks. It was noted that each district had adopted a slightly different approach, to help maximise the support to businesses within their boroughs.

Members were advised that the Growth Company were also providing a range of support to businesses including, helping them enhance their online presence, and develop business cases for accessing the discretionary grants.

It was confirmed that the Economy, Business, Skills and Growth Overview & Scrutiny Committee, as part of their remit, were closely monitoring this area of work.

- In terms of 'Building Back Better' how will GM ensure that all boroughs and towns can benefit from the approach, and not just Manchester City Centre?

Simon Nokes reported that the Local Enterprise Partnership had published the Economic Vision for GM, which considers how we can drive growth and economic recovery, in both towns and the city, in particularly through innovation. It was recognised however, that a strong city centre was important for the whole of GM.

- A Member queried whether given the pace of change, the update was now out of date.

It was acknowledged that the situation was changing rapidly, but the report still presented an accurate reflection of the position, in particularly, in terms of the inequalities. It was noted that the GMS metrics were being reviewed as a number of the data sets were time lagged.

- A Member welcomed the addition of neighbourhood level data, noting that an average does not always present a true reflection of the situation in areas.
- Consideration was given to the issue of digital exclusion, in particularly, relating to training health and care staff to use assisted technology within settings.

It was acknowledged that digital exclusion was a massive issue, and it was confirmed that the issue would be shared with the relevant teams for consideration.

- Will the procurement arrangements seek to prioritise businesses within the local area?

Consideration was being given to how the issues could be incorporated within the Social Value Framework to drive how we do procurement at both GM, and locality levels.

RESOLVED/-

1. That the update be noted.
2. That Members receive further information on the arrangements in place for rough sleepers affected by 'no recourse'.
3. That Member comments be shared with the relevant officers for action.

HPE 256/20 GREATER MANCHESTER PREPARATIONS FOR EU EXIT AND UPDATED ANALYSIS ON THE POSSIBLE ECONOMIC IMPACTS

Simon Nokes, Executive Director, GMCA, introduced a report which provided an update on the coordination of activities undertaken across GM to prepare for the end of the transition period.

It was confirmed that a trade deal with the EU had now been agreed, and the EU exit transition period ended on 31 December 2020. The trade and cooperation agreement included:

- A free trade agreement covering the economic and social partnership, including transport, energy and mobility
- A framework for cooperation between law enforcement and judicial authorities across civil and criminal matters
- An overarching governance arrangement which will allow for cross-retaliation across different economic areas

The GM Brexit Readiness Group was continuing to meet in the short term, to ensure any impacts arising from EU exit were understood, and necessary actions taken.

The following key points were highlighted:

- In terms of data, interim arrangements had been agreed (for up to 6 months) whilst the UK seeks to agree data equivalence arrangements with the EU.
- It was confirmed that the deal does not cover the services sector, although, this was one of the sectors in GM, most at risk of potential labour shortages, according to the size of the current EU workforce in GM. The decisions made by companies over the coming months would indicate the direction of travel.
- The UK and the EU had reached an agreement in relation to Horizon Europe, the €95bn research and innovation programme, which runs from January 2021 to December 2027. UK organisations have been some of the largest beneficiaries of past EU research programmes. In exchange for a contribution to the EU budget, the UK will join the research and innovation programme as an associate member, with similar terms and conditions as other non-EU associate members such as Switzerland and Israel. Associate members were however not, involved in the decision making process, so the UK will lose its influence over the programme and how the funding is spent. Attention was being given to positioning GM outside of the EU.
- The Economic Dashboard (refreshed monthly) supports the ongoing analysis of the potential issues highlighted by Brexit. A range of metrics are outlined including export value, and labour market issues. It was noted that the impact on the migration system would take time to fully understand.

Members raised the following questions:

- A Member referred to paragraph 7.5 within the report, which outlined that migrants would only be entitled to access income-related benefits after indefinite leave to remain was granted, usually after five years. Given that many migrants are reliant on benefits (particularly housing benefit), has the impact on homelessness been considered?

It was confirmed the officers were considering the detail of the agreement, noting that the query would be raised with the relevant team and a response circulated to the Committee in due course.

- Should the GM Brexit Readiness Group be meeting more than once a month to address the issues arising from Brexit?

It was confirmed that there was an Economic Resilience Group which considers all economic issues, which reports into the Strategic Coordination Group, which considers all the current issues affecting GM. However, the GM Brexit Readiness Group would meet as and when required. It was noted that the Growth Hub was also available to advise and support businesses on a day to day basis.

- A Member explored what arrangements were in place to resolve any issues in receiving essential items such as food and medical supplies.

Simon Nokes confirmed that he was not aware of any significant delays within GM, however, the GM Brexit Readiness Group was monitoring the situation closely.

- Members welcomed the update and requested that regular updates be brought to Committee as appropriate.

RESOLVED/-

1. That the update be noted.
2. That further information on the potential impacts of the UK's points-based immigration system on homelessness be circulated to the Committee.
3. That the Committee receive regular updates as appropriate.

HPE 257/20 GM TRANSPORT STRATEGY 2040, OUR FIVE YEAR TRANSPORT DELIVERY PLAN AND LOCAL IMPLEMENTATION PLANS

Simon Warburton, Transport Strategy Director, TfGM, introduced the report which outlined the recent work on the Greater Manchester Transport Strategy 2040, which had undergone a 'light touch' refresh to bring it up to date with policy and delivery developments, since it was originally published in 2017. It was confirmed that the refreshed 2040 Transport Strategy would be published in early February, subject to approval by GMCA (January 2021).

Members received a presentation from Nicola Kane, Head of Strategic Planning, Insight and Innovation, and Jonathan Marsh, Strategic Planning Manager, TfGM, which outlined the key changes within the refreshed 2040 Transport Strategy:

- An overview of the GM Mayor's 'Our Network' plan to develop a world-class integrated transport network
- The 'Right Mix' ambition for at least 50% of all journeys to be made by active travel and public transport by 2040
- An increased emphasis on the importance of cycling and walking; and highlights a renewed focus on tackling climate change and achieving clean air commitments
- The contemporary devolution agenda, work to develop our 2040 sub-strategies and spatial planning priorities, including the increased and important emphasis placed on regenerating town centres throughout the city-region.

Members were informed that the Five Year Transport Delivery Plan (2021-2026) had also been updated to reflect the current spatial planning context, and updates on funding following the 2020 Spending Review. It was noted that the Delivery Plan, and ten Local Implementation Plans (LIPs), were live documents which would be developed over time.

Simon Warburton advised that following the Spending Review, the Government announced a new Local Transport Funding stream, the Inter City transport settlements, which was timely, as by setting out GM's investment plans in a contemporary way, GM was in an excellent position to capitalise on the opportunities.

Members raised the following questions and comments:

- A Member requested further information regarding the Clean Air Plan (page 106) which did not include targets on the reduction in carbon. How are we going to invest in carbon reduction?

It was confirmed that the Plan sets out the need to revise the investment prioritisation process to ensure that all decisions which are taken are driven by a clear and consistent understanding of the carbon impact. The proposal would be brought forward to the GMCA for approval and adoption on along with the Plan. It was noted that the measures proposed through the Clean Air Plan would also bring a carbon dividend

- A Member referred to road safety, and the challenges posed by bad drivers. It was felt that although education and engagement help, without enforcement there would not be a step change.

Simon Warburton confirmed that a strong renewed focus on road safety was required, noting that the quality of driving had plateaued over recent years. It was confirmed that the first tranche of pedestrian cross measures would be coming forward, over the next few months for agreement through the Mayor's Cycling and Walking Fund Programme.

Nicola Kane, added that enforcement was an issue, along with design which was high on Chris Boardman's agenda. High quality design standards were in place, to ensure that designs were safe for all resident to use. It was acknowledged that infrastructure development would take time to implement, but a major programme of development was underway.

The perception of safety was important, and a comprehensive set of key performance indicators had been outlined within the Plan, ensuring that customers views were considered.

- A Member added that cyclists also posed a risk to pedestrians on pavements, which must be addressed.

It was confirmed that consideration was being given to ensuring that the right mechanisms were in place which would discourage cyclists from using the pavement i.e. ensuring that there is right provision on the highway.

- A Member felt that there was far too much emphasis on developing cycling networks across GM, when the focus should be on improving transport services, and encouraging people to walk more. The uneven distribution of jobs across the conurbation was highlighted, in particularly the impact on congestion and pollution.

Nicola Kane advised that there was a focus on ensuring that the approaches taken to cycling were relevant to local markets. It was acknowledged that there was an extensive amount of really short care journeys undertaken across GM, which could potentially be undertaken on foot or by bike. It was hoped that the initiatives would support a period of transformation, seeking to create a culture, particularly around cycling. It was noted that without developing the right infrastructure, real change would not be seen. The introduction of e bikes was highlighted as a new market, which had proved popular in other countries.

It was acknowledged that cycling was not accessible for all, however, the range of bicycles available was being enhanced to improve accessibility (i.e. e bikes, bicycle therapy, tricycles), and encourage people to take up cycling.

- A Member referred to Map 2 (page 272) which outlined the commitment to deliver business cases for a number of projects over the next five years, and explored how quickly they could be brought forward given the associated costs.

Simon Warburton confirmed that he was confident that the schemes outlined within Map 2 could be brought forward by the middle of the decade. The work had been used to convince DfT that there was a case for investment in urban transport, and subsequently the Government had announced the Inter City Transport Fund which was ring fenced to Mayoral Combined Authorities (bid into £2.5b funding from April 2022). It was acknowledged that the costs associated with developing business cases was extensive, however, it was confirmed that the Government had set aside £50m to support their development, of which GM could bid into (available from April 2021).

- Further information was requested in relation to e scooters.

It was confirmed that currently e scooter trials were being undertaken, including one at Salford's University Campus. The trial which had been running since the Autumn had been popular despite the current crisis. It was envisaged that e scooter use would be legalised in the near future, and GM was monitoring its progress, to ensure that the right regulations were introduced. It was noted that GM was also developing a GM Bike Hire Scheme, and consideration was being given to how different modes could be integrated with public transport.

- A Member requested further information on the expected costs of Bus Reform on taxpayers over the next 5 years (Scenario A within the consultation documents would cost taxpayers £96m).

Simon Warburton advised that an assessment of costs covering a wide range of scenarios had been undertaken, which would be driven by the demand for bus services. It was confirmed that the worst case scenario (deficit £292b) could be broadly discounted, given that prior to the current lockdown, the demand for bus services had returned to 70% of pre Covid levels, which demonstrated how critical the bus services were to many people's lives.

- A Member queried why local road resurfacing projects were included within the GM Five Year Transport Plan and not local Transport Plans.

It was confirmed that this was an oversight which would be amended.

- A Member highlighted that since the pandemic more people were now choosing to travel by car. How will GM encourage people to use public transport when it is safe to do so?

It was confirmed that public transport modes were currently being supported by emergency grants, however, it was recognised that this was not sustainable. TfGM was working with DfT, and collectively through the Transport Group to consider an appropriate, and achievable recovery path for each mode. It was noted that this recovery would be vital, particularly for those in low paid employment who rely on the transport network. Simon Warburton advised that once the recovery plans were developed they would be submitted to the Committee for consideration.

- Members welcomed the update and requested that regular updates be brought to the Committee as appropriate.

RESOLVED/-

1. That the update be noted.
2. That the Committee's support of the Greater Manchester Transport Strategy 2040 and Five Year Transport Delivery Plan (2021-2026) be noted.
3. That the Committee receive regular updates as appropriate, in particular on the recovery plans developed.

HPE 258/20 NATIONAL WASTE AND RESOURCES STRATEGY - IMPLICATIONS FOR GREATER MANCHESTER

Paul Morgan, Head of Commercial Services, GMCA, provided an overview of the draft National Waste and Resources Strategy, which was published by Government in December 2018.

Key aspects of the document included:

- Development of Extended Producer Responsibility (EPR) where producers bear the full net costs of the life cycle of their products;

- Deposit Return Scheme (DRS) introduction for single use drinks containers;
- Recycling and Landfill diversion Targets - recycling of municipal solid waste target of 65% and municipal waste to landfill of 10% or less by 2035 on a tonnage basis. The definition of municipal waste is aligned to the EU definition which includes commercial waste as well as household;
- Consistency in the collection of dry recyclable materials by local authorities and separate weekly collections of food waste from household and businesses by 2023;
- Consistency of bin colours nationally;
- Tackling waste crime; and
- Measures to reduce food waste from all stages of production and consumption.

Following an initial consultation in early 2019, it was envisaged that the next round of consultations would be released towards March 2021.

In order to inform the GMCA, and district response to the next consultations, a suite of modelling work had been commissioned which would consider the financial and environmental impact of a range of scenarios that could result from the final National Waste and Resources Strategy. The agreed scenarios were:

- The 'baseline' services as they are delivered now;
- A twin stream recycling system (as we operate now), fortnightly collection of residual waste, weekly food waste and fortnightly free garden waste; and
- A weekly kerbside sort system utilising a trio of boxes for recycling, weekly food waste and fortnightly free garden waste.

Although there was some uncertainty around the direction of travel, it was clear that there were likely to be some changes to current arrangements (whether collection and/or disposal), which would have associated costs which must be met. It was confirmed that GMCA would continue to build its robust evidence base through the work commissioned, noting that the response would be reviewed by the Waste and Recycling Committee.

Members raised the following comments and questions:

- A Member requested further information regarding the requirement for anaerobic bio gas production, and whether the combustion would create a 'carbon sink', keeping carbon in the environment. Was GM planning to increase the use of bio gas?

It was confirmed that comparisons had been undertaken, which had shown that anaerobic digestion was the better carbon solution, and the gas given off could be combusted to generate electricity to self-feed the system (does give off CO₂). The wide range of anaerobic digestion options was noted. The use of bio gas more widely had not been considered in detail but would be raised with the Environment Team.

- Members commented that the number of receptacles was extensive, given the potential impacts.
- Which boroughs do not undertake weekly food collections?

It was confirmed that there was a mix of collection frequencies across the conurbation for food waste, due to a range of factors. The aim would be to have weekly or fortnightly collections of mixed organics.

- Members welcomed the update, and the proposed changes to weekly collections, and standardisation of arrangements.

RESOLVED/-

That the update be noted.

HPE 259/20 WORK PROGRAMME

Joanne Heron, Statutory Scrutiny Officer, introduced the Work Programme, and following discussion, it was agreed that the work programme would be updated to include regular updates on the following items:

- Living with Covid Recovery Plan
- EU Exit
- GM Transport Strategy 2040
- The Waste and Resources Strategy
- Greater Manchester's Plan for Homes, Jobs and the Environment

The Chair confirmed that a Homelessness Task and Finish Group was being developed, noting that regular updates would be brought to the Committee.

RESOLVED/-

1. That the Work Programme be noted.
2. That the Work Programme be updated to include regular updates on:
 - Living with Covid Recovery Plan
 - EU Exit
 - GM Transport Strategy 2040
 - The Waste and Resources Strategy
 - Greater Manchester's Plan for Homes, Jobs and the Environment

HPE 260/20 REGISTER OF KEY DECISIONS

RESOLVED/-

That the Register of Key Decisions be noted.

DATE AND TIME OF NEXT MEETING

Thursday 4 February 2021 at 6pm via Microsoft Teams Live.

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Report to OVERVIEW AND SCRUTINY BOARD

Adoption of Revised Licensing Act 2003 Policy

Portfolio Holder:

Councillor Barbara Brownridge, Cabinet Member for Neighbourhoods & Culture

Officer Contact: Deputy Chief Executive

Report Author: John Garforth – Trading Standards & Licensing Manager
Ext. 5026

9th March 2021

Purpose of the Report

This report requests that Members endorse the proposed Licensing Act 2003 policy which is required to be approved by a meeting of Council.

Recommendations

Members are asked to consider the proposed amendments to the policy before it is passed to Council for adoption.

Adoption of Revised Licensing Act 2003 Policy

1 Background

- 1.1 The Licensing Act 2003 requires that licensing authorities prepare and publish a statement of its licensing policy every five years. The policy must be kept under review and the licensing authority may make such revisions to it, as it considers appropriate.
- 1.2 The Act is the primary piece of legislation that regulates the alcohol, entertainment and late-night refreshment industry. It is underpinned by four licensing objectives for which consideration must be given by operators and regulators alike. They are:
- The prevention of crime and disorder
 - The prevention of public nuisance
 - Public safety; and
 - The Protection of children from harm
- 1.3 Failure to achieve this balance could lead the policy to being, both overly prescriptive and open to challenge, or alternatively though a failure to promote the licensing objectives effectively, ineffective to the needs of those adversely affected by licensable activities.

2 Current Position

- 2.1 Following a review of the current policy and statutory consultation the following headings of the policy have been updated or added:
- Protection of children from harm
 - Child Sexual Exploitation and Child Criminal Exploitation
 - Alcohol delivery services
 - Boxing
 - Public Health
 - Pavement licences
- 2.2 The main changes surround Child Sexual Exploitation and Public Health which are both important current issues.
- 2.3 The proposed revised policy can be found at Appendix 1 to this report and the author will summarise the changes to Members at the meeting. Additions to the policy are highlighted in red.

3 Key Issues for Overview and Scrutiny to Discuss

- 3.1 The key issues for Members to discuss is whether the balance has been struck between out statutory obligations to produce and publish a statement of policy and whether the content covers the Council's ambitions and requests to operators.

4 Key Questions for Overview and Scrutiny to Consider

- 4.1 Members are asked to consider whether the proposed statement of licensing policy if fit for purpose and considers all the relevant policy areas.

5. **Links to Corporate Outcomes**

5.1 The Oldham corporate plans states:

Our ambition - To deliver a co-operative future where everyone does their bit to create a confident and ambitious borough.

5.2 The themes within the plan run through this statement of licensing policy particularly relating to responsibility, working together and accountability.

6 **Additional Supporting Information**

6.1 None

7 **Consultation**

7.1 Statutory consultation took place for eight weeks from October 2020 with all responsible authorities and various interested parties contacted to seek their views.

8 **Appendices**

8.1 Appendix 1 – Proposed Licensing Act Policy

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Licensing Policy

Alcohol, Entertainment and Late Night Refreshment



Proposed Licensing Act Policy 2021 - 2026

Alterations and additions to the current policy are highlighted in red

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Introduction to Oldham

Oldham covers some 55 miles² and is situated to the North East of Manchester, in a pivotal position between the cities of Manchester and Leeds.

Although Oldham is named after its largest town (Oldham), the borough includes the townships of Chadderton, Failsworth, and Royton, the village of Lees, and the parishes of Shaw and Crompton, and Saddleworth; making Oldham a mixture of high-density urban areas, suburbs, semi-rural, and rural locations, with a quarter of the borough lying within the Peak District National Park.

Whilst the Town Centre is seen as the heart of Oldham; offering many retail and commercial opportunities, there are a wide range of retail facilities available to residents and visitors within Shaw Town Centre, Royton Town Centre and the Saddleworth Villages. Oldham also offers a wide range of sports and leisure facilities, including leisure centres, art centres, theatres and museums.

Oldham's population is diverse, young, growing and benefits from excellent education and skills development opportunities at the University Campus Oldham, The Oldham College, Oldham Sixth Form College and the Regional Science Centre amongst others.

The Oldham Partnership is made up of public, private, community, voluntary and faith organisations in Oldham. They have created the Oldham Plan, a collective statement explaining how we can work together to help our people, businesses and communities. There are three strands to the current Oldham Plan, which are:

1. Inclusive Economy - We want Oldham to be a place where everyone has a fair and real chance to improve their own lives.
2. Co-operative Services - We want to have the best public services in Greater Manchester that work together to improve ways of living for our residents.
3. Thriving Communities - We want local people and communities to be healthy, happy and able to make positive choices as well as offering and accessing support when needed.

Since the arrival of the Metrolink, accessibility to the borough, in particular the Town Centre, has been radically improved, making Oldham a more accessible destination for visitors to the region.

Oldham has also seen, and continues to see, significant financial investment, including: -

- £430 million in housing;
- £137 million in education;
- £80 million in healthcare facilities;
- Oldham College's campus transformation programme;
- Oldham Council's - £100 million capital programme;
- The Council's purchase of the Town Square and Spindles Shopping Centre;
- The re-location of the indoor market to create a new linear park.

1. Background

- 1.1 Premises and events licensed under the Licensing Act 2003 provide an invaluable contribution towards Oldham's economy, and the Council recognises that a diverse licensed leisure and entertainment industry has a major role to play in helping the Council achieve its ambitions.
- 1.2 Businesses licensed by the Authority provide social and community spaces, facilities for residents and corporate groups and are a vital support infrastructure for related sectors such as retail and tourism.
- 1.3 As well as promoting a family led leisure and entertainment culture, the Council is keen to encourage a diverse range of premises catering for a wide range of age groups and uses. However, the Authority also recognises the problems that can be caused if licensed activities are not properly managed or well run.
- 1.4 As such, this Licensing Policy Statement sets out the manner in which Oldham Council (the 'Licensing Authority') will consider applications for licences as required by the Licensing Act 2003 ('The Act'); and sets out what the Authority expects of operators and how they can promote a wider cultural benefit to the residents of, and visitors to, Oldham.
- 1.5 This policy takes into account guidelines issued by the Secretary of State for the Home Office under section 182 of the Licensing Act 2003.
- 1.6 The policy supports Oldham Council's corporate objectives:-
 - a productive place to invest where business and enterprise thrive;
 - confident communities where everyone does their bit;
 - a co-operative council creating responsive and high quality services;

- 1.7 This policy came into effect on xxxx and will remain in force for a period of five years. It can be reviewed both during that period and at the end of the period, with any changes being subject to statutory consultation.
- 1.8 The interpretation of words and phrases in this Policy has the same meaning as those in the Act or in Guidance issued under section 182 of the Act.
- 1.9 The Council has a number of different functions under the Act, including acting as both the Licensing Authority and as a number of different responsible bodies. For this reason, the Licensing Policy refers to the Council as the Licensing Authority and individual responsible bodies by their directorate name, notwithstanding they are also part of the same Council.

2. Policy Statement

- 2.1 The Authority maintains that licensing is about regulating the carrying on of licensable activities on licensed premises, by qualifying clubs and at temporary events within the terms of the Act; and that conditions attached to various authorisations will be focused on matters which are within the control of licence holders and others in possession of relevant authorisations. Accordingly, each application under the Act will be considered on its own merits; and no restrictive controls will be introduced or imposed unless they are felt to be necessary and appropriate.
- 2.2 Nothing in this Statement of Policy prevents any one person or body applying for a variety of current permissions under the Act. Nor does it override the right of an Responsible Authority, other persons or businesses to make representations or seek a review of a licence or certificate where provision has been made for them to do so in the Act.

- 2.3 In preparing and publishing this Policy Statement due regard has been given to the guidance issued by the Secretary of State under section 182 of the Act, and to good practice advice issued by approved government advisory bodies.
- 2.4 The Authority recognises that any breaches of conditions attached to operating schedules automatically become criminal offences under section 136 of the Act and could lead to imprisonment for up to six months and/or a £20,000 fine for non-compliance. The penalties are high because such action could involve putting public safety at serious risk and particular care needs to be taken in both the decision to impose conditions and how they may be framed.
- 2.5 The Authority will operate from a pool of conditions, most of which will not be relevant to most premises, but it will enable some clarity and consistency to be developed on conditions. This is not and must not be taken as a “checklist” of appropriate conditions and if an applicant determines that any of the pool of conditions are not relevant and there are no relevant representations received, the licence will be granted without those conditions being attached. There nothing to prevent an applicant framing their own conditions for consideration by the Authority and not using those from the pool of conditions. The Authority will be fair and vigilant in considering all applications.
- 2.6 The Authority is committed to ensuring the highest levels of customer service for applicants, responsible bodies and interested parties. Our officers will always seek to assist applicants in completing applications and considering relevant conditions – particularly with a view to accommodating likely representations from residents and responsible bodies. This is an important part of building and enhancing the partnership between the Licensing Authority and the licensed trade and providing useful advice and assistance. Notwithstanding this advice, it will be a matter for the applicant to decide what conditions to volunteer and for responsible bodies and interested parties to seek additional conditions where appropriate to promote the licensing objectives.
- 2.7 In general, the licensing process will take the following form:
- the applicant addresses the licensing objectives through completion of the Operating Schedule;
 - if appropriate, the applicant ‘volunteers’ conditions through the Operating Schedule;
 - if a responsible body or an interested party feels that a particular licensing objective is not adequately addressed through the ‘Operating Schedule’, then it may make relevant representations to that effect;
 - if no relevant representations are made, then the application must be granted and the only conditions which can appear on the premises licence are those which have been volunteered by the applicant through the Operating Schedule; and any mandatory conditions specified within the Act;
 - if relevant representations are made the Licensing Authority’s discretion is engaged, enabling them to impose additional conditions which must be, appropriate to promoting the licensing objectives, proportionate; and address the other general principles set out in the Act, the Secretary of State’s Guidance and this Policy.
- 2.8 This policy has regard to the Authority’s duties under section 17 of the Crime and Disorder Act 1998. (Duty to do all it reasonably can to exercise its functions with due regard to the likely effect on crime and disorder and the need to prevent it.)
- 2.9 In undertaking its licensing functions, the Authority will ensure that at all times it pays due regard to its obligations under

the Equalities Act 2010 and will ensure that the policy does not disproportionately impact of any particular equality group. As part of this a Stage 1 Equality Impact Assessment has been conducted.

3. Consultation

- 3.1 Consultation on this Policy took place between October and December 2020; and was carried out in accordance with Section 5(3) of the Act.

4. Licensing Objectives

- 4.1 In exercising its functions under the Licensing Act 2003, the Authority will have regard to the Licensing Objectives as set out in section 4 of the Act.
- 4.2 The licensing objectives are:-
- a) the prevention of crime and disorder;
 - b) public safety;
 - c) the prevention of public nuisance; and
 - d) the protection of children from harm;
- 4.3 The Act places a duty on the Licensing Authority to carry out its functions under the Act with a view to promoting these objectives.
- 4.4 Each of these objectives is considered to be of equal importance for the purposes of this policy.

5. Licensable Activities

- 5.1 The Authority's statement of licensing policy relates to all licensing activities falling within the provisions of the Act, namely
- a) the sale by retail of alcohol;
 - b) the supply of alcohol by or on behalf of a club to a member;
 - c) the provision of 'regulated entertainment'; and
 - d) the provision of late night refreshment;
- 5.2 The definition of what constitutes

'regulated entertainment' is complex and has been (and remains) the subject of Government deregulation. Whilst 'regulated entertainment' potentially covers live or recorded music, dancing, plays, films and certain types of sporting activities, the Act itself provides various exemptions and restrictions on the types of activities subject to licensing.

- 5.3 Other legislation such as the Live Music Act 2012 has removed the ability of the Authority to regulate live music at certain times and in certain circumstances.
- 5.4 At the time of writing this policy, further deregulation of certain other forms of regulated entertainment is planned primarily between the hours of 8.00am and 11.00pm where that entertainment takes place before an audience of a prescribed size.
- 5.5 It cannot be assumed therefore that a licence is required for all forms of entertainment or, even if a licence is required, that the Authority will necessarily have the power to impose restrictions or conditions on such entertainment.

6. Prevention of Crime & Disorder

- 6.1 Conditions attached to premises licences and club premises certificates will, so far as possible, reflect local crime prevention strategies.
- 6.2 When addressing crime and disorder the applicant should initially identify any particular issues (having regard to their particular type of premises and/or activities), which are likely to adversely affect the promotion of the crime and disorder objective. Such steps, as are required to deal with these identified issues, should be included within the applicant's Operating Schedule.

- 6.3 When applicants for premises licences or club premises certificates are preparing their Operating Schedules or club Operating Schedules, or responsible authorities are considering such applications, or when licensing authorities are considering applications following the receipt of any relevant representations from a responsible authority or interested party, the following options will be considered as measures which, if appropriate, would promote the prevention of crime and disorder.
- 6.4 Whether or not any risk assessment shows these options to be appropriate in the individual circumstances of any premises will depend on a range of factors including the nature and style of the venue, the activities being conducted there, the location of the premises and the anticipated clientele of the business involved. It is noted that many club premises operate under codes of discipline to ensure the good order and behaviour of members.
- 6.5 Under no circumstances should the following measures be regarded as standard conditions to be automatically imposed in all cases. They are designed to provide a range of possible conditions drawn from experience relating to differing situations and to offer guidance.
- 6.6 Any individual preparing an Operating Schedule is at liberty to volunteer any measure, such as those described below, as a step he or she intends to take to promote the licensing objectives. When incorporated into the licence or certificate as a condition, they become enforceable under the law and a breach of such a condition could give rise to prosecution.
- 6.7 In certain premises where existing legislation does not provide adequately for the reduction of crime and disorder or the safety of the public or club members and guests, consideration may also be given to conditions that deal with:
- crime prevention design, including adequate lighting and supervision of car parks;
 - door supervision, including arrangements for screening for weapons and drugs;
 - other measures to control violent, drunken or abusive behaviour (including exclusion of troublemakers; refusal to sell to those who are or appear to be drunk or under age; use of toughened or plastic glasses);
 - the removal from the premises of drinking vessels and bottles;
 - drug dealing or abuse;
 - prostitution or indecency;
 - discouraging drinking in public places in the vicinity of the premises; and
 - discouraging the handling and distribution of stolen, counterfeit non-duty paid or other illegal goods.
- 6.8 The Authority accepts that only a small minority of customers are likely to behave badly and this policy should be viewed as part of a framework of measures that will be used to tackle anti-social behavioural problems in any area where licensed premises are situated.
- 6.9 The 'Town Centre Business Link', a radio link connecting premises licence holders, designated premises supervisors, managers of premises and clubs to the local police, can provide for rapid response by the police to situations of disorder which may be endangering customers and staff on the premises. Such radios provide two-way communication, enabling licence holders, managers, designated premises supervisors and clubs to report incidents to the police, and enabling the police to warn those operating a large number of other premises of potential trouble-makers or individuals suspected of criminal behaviour who are about in a particular area. The Licensing Authority encourages licence holders to participate in the radio link scheme, but this will not be added as a condition of licences.

- 6.10 The presence of CCTV cameras can be an important means of deterring and detecting crime at, and immediately outside licensed premises. Conditions will not just consider a requirement to have CCTV on the premises, but also the precise siting of each camera, the requirement to maintain cameras in working order, and to retain recordings for an appropriate period of time. The police can provide individuals conducting risk assessments when preparing Operating Schedules with advice on the use of CCTV to prevent crime.
- 6.11 Drinks purchased in licensed premises or clubs may be taken from those premises for consumption elsewhere. Where premises are licensed for the sale of alcohol for consumption off the premises that would be entirely lawful. However, consideration should be given to a condition preventing the taking of alcoholic and other drinks from the premises in open containers (e.g. glasses and opened bottles). This may again be appropriate to prevent the use of these containers as offensive weapons in surrounding streets after individuals have left the premises.
- 6.12 It may be appropriate to restrict the areas where alcoholic drinks may be consumed in premises after they have been purchased from the bar. An example would be at a sports ground where the police consider it necessary to prevent the consumption of alcohol on the terracing of sports grounds during particular sports events. Such conditions will not only specify these areas, but indicate the circumstances in which the ban would apply and times at which it should be enforced.
- 6.13 Although most commonly made a condition of a licence on public safety grounds, consideration will also be given to conditions, which set capacity limits for licensed premises or clubs (or parts of those premises) where it may be appropriate to prevent overcrowding which can lead to disorder and violence. Where such a condition is considered appropriate, consideration should also be given to whether door supervisors would be needed to ensure that the numbers are appropriately controlled.
- 6.14 It may be appropriate at some premises for notices to be displayed which warn customers of the prevalence of crime which may target them. Some premises may be reluctant to volunteer the display of such notices for commercial reasons. For example, in certain areas, a condition attached to a premises licence or club premises certificate might require the displaying of notices at the premises which warn customers about the need to be aware of pickpockets or bag snatchers, and to guard their property. Similarly, it may be appropriate for notices to be displayed which advise customers not to leave bags unattended because of concerns about terrorism. Consideration could be given to a condition requiring a notice to display the name of a contact for customers if they wish to report concerns.
- 6.15 It may be appropriate for the normal hours under the terms of the premises licence or club premises certificate at which licensable activities are permitted to take place to be displayed on or immediately outside the premises so that it is clear if breaches of the terms of the licence or certificate are taking place.
- 6.16 Similarly, it may be appropriate for any restrictions on the admission of children to be displayed on or immediately outside the premises so that the consequences of breaches of these conditions would also be clear and to deter those who might seek admission in breach of those conditions.

6.17 Large capacity “vertical drinking” premises, sometimes called High Volume Vertical Drinking establishments (HVVDs), are premises with exceptionally high capacities, used primarily or exclusively for the sale and consumption of alcohol, and have little or no seating for patrons. Where appropriate, conditions can be attached to premises licences for the promotion of the prevention of crime and disorder at such premises (if not volunteered by the venue operator and following representations on such grounds) which require adherence to:

- a prescribed capacity;
- an appropriate ratio of tables and chairs to customers based on the capacity; and
- the presence of SIA registered security teams to control entry for the purpose of compliance with the capacity limit;

Glass Control

6.18 Glass can be a major factor in disturbances around licensed premises and the Authority may impose special conditions on certain types of venue in relation to glass control both within the premises, at disposal points and through unauthorised removal of glass from the premises.

6.19 In particular, the Authority may consider it appropriate to ensure licensed premises have regular glass collection services in certain types of venue and keep control of waste bottle/glass receptacles.

6.20 Glass bottles may be used as weapons inflicting more serious harm during incidents of disorder. A condition can prevent sales of drinks in glass bottles for consumption on the premises. Any condition requiring that no sales of beverages in glass bottles for consumption on the premises should be expressed in clear terms and include the following elements:

- no bottles containing beverages of any kind, whether open or sealed, shall be given to customers on the premises whether at the bar or by staff service away from the bar;
- no customers carrying open or sealed bottles shall be admitted to the premises at any time that the premises are open to the public (note: this needs to be carefully worded where off-sales also take place);

6.21 In appropriate circumstances, the condition could include exceptions, for example:

- bottles containing wine, being sold for consumption with a table meal by customers who are seated in an area set aside from the main bar area for the consumption of food;

6.22 Glasses containing drinks may be used as weapons during incidents of disorder and in un-toughened form can cause very serious injuries. Therefore, consideration could be given to conditions requiring either the use of plastic containers or toughened glass which inflicts less severe injuries. Location and style of the venue and the activities carried on there would be particularly important in assessing whether a condition is necessary. For example,

- the use of glass containers on the terraces of some outdoor sports grounds
- indoor sports events such as boxing matches.
- the use plastic containers or toughened glass during televised sporting events, such as international football matches,

6.23 It should be noted that the use of plastic or paper drinks containers and toughened glass may also be relevant as measures appropriate to promote public safety.

Door Supervision

- 6.24 Conditions relating to the provision of door supervisors and security teams are valuable in town centre locations and premises operating after 11.00pm in:
- preventing the admission and ensuring the departure from the premises of the drunk and disorderly, without causing further disorder;
 - keeping out excluded individuals (subject to court bans or imposed by the licence holder);
 - searching and excluding those suspected of carrying illegal drugs, or carrying offensive weapons; and
 - maintaining orderly queuing outside of venues prone to such queuing.
- 6.25 Where door supervisors conducting security activities are to be a condition of a licence, conditions may also need to deal with the number of such supervisors, the displaying of name badges, the carrying of proof of registration, where and at what times they should be stationed on the premises, and whether at least one female supervisor should be available (for example, if female customers are to be the subject of body searches). Door supervisors also have a role to play in ensuring public safety.
- 6.26 All door supervisors employed at licensed premises will need to be registered with the Security Industry Authority or, if superseded, its successor; and will be expected to display their identification as issued by the Security Industry Authority.

Drugs

- 6.27 In light of relevant representations received, special conditions may be imposed for certain types of venues to prevent the sale and consumption of drugs and to create a safer environment for those who may have taken them. In all cases where these conditions are to be imposed, advice will be taken from the Oldham Drug

and Alcohol Action Team and the Police.

- 6.28 The Authority may also impose special conditions for certain types of venue relating to access for customers to drug testing kits, particularly for the prevention of drug assisted sexual assault. In all cases where these conditions are to be imposed, advice will be taken from the Oldham Drug and Alcohol Action Team and the Police.
- 6.29 The role of club owners, managers and event promoters is to ensure that all aspects of their venue are designed and run in ways, which maximize the safety of customers, performers and staff. Any conditions relating to these types of venues will take into account the "Safer Clubbing" guidelines issued by the Home Office and annexes J and K of the guidance issued under section 182 of the Licensing Act 2003.
- 6.30 Key activities of club owners, managers and event promoters include:-
- communicating all safety requirements clearly to performers ensuring that they are familiar with and understand the safety requirements for the venue;
 - developing a constructive working relationship with licensing authority officers and police officers with licensing responsibilities;
 - developing a venue drug policy in consultation with licensing and police officers;
 - ensuring that all staff are aware of their responsibilities within the drug policy and that they receive training and support to discharge these fully;
 - employing door supervisors from a reputable company and with Security Industry Authority accreditation;
 - employing experienced and fully trained first aiders;
 - providing free and easily accessible supplies of cold water and ensuring the provision of water is supervised to prevent contamination of water by others;
 - liaising with appropriate drug service

personnel to provide training to staff, and information, advice and support to clubbers;

- considering inviting and supporting drug outreach work, including integrating outreach workers into the staff team;
- sharing intelligence on drug use and drug dealing with police officers and other local venues;
- informing clubbers of their rights and responsibilities, and encouraging feedback on safety issues;
- considering the provision of safe transport home;
- ensuring that all staff are aware of the law and the responsibilities of the club to work within it.

7. Public Safety

- 7.1 Fire precautions and means of escape from licensed premises are particularly important. Large numbers of people, some of whom may be under the influence of alcohol, must be safely contained, managed and, if necessary, evacuated from premises. Due regard must be had to these issues. The attachment of conditions to a premises licence or club premises certificate will not in any way relieve employers of the statutory duty to comply with the requirements of other legislation including the Health and Safety at Work etc. Act 1974, associated regulations and especially the requirements under the Management of Health and Safety at Work Regulations 1999 and the Regulatory Reform Fire Safety Order 2005 to undertake risk assessments. Employers should assess the risks, including risks from fire, and take measures necessary to avoid and control these risks.
- 7.2 When addressing public safety the applicant should initially identify any particular issues (having regard to their particular type of premises and/or activities), which are likely to adversely affect the promotion of the public safety objective. Such steps as are required to

deal with these identified issues should be included within the applicant's Operating Schedule.

- 7.3 It is also recognised that special issues may arise in connection with outdoor and large scale events. Whether or not any risk assessment shows any of the measures to be necessary in the individual circumstances of any premises will depend on a range of factors including the nature and style of the venue, the activities being conducted there, the location of the premises and the anticipated clientele of the business involved.
- 7.4 However, in consulting these texts, some of which were prepared prior to the coming into force of the Licensing Act 2003, those creating Operating Schedules or club Operating Schedules, licensing authorities and responsible authorities should again note that under no circumstances should any conditions be regarded as standard for all premises.
- 7.5 Fire safety guides can be purchased from any good book shop or downloaded free from <http://www.manchesterfire.gov.uk/>
- 7.6 For Health and Safety advice please refer to the Health and Safety Executives website at <http://www.hse.gov.uk/>
- 7.7 Any individual preparing an Operating Schedule or club Operating Schedule is at liberty to volunteer any measure, such as those described below, as a step he or she intends to take to promote the licensing objectives.
- 7.8 In certain premises where existing legislation does not provide adequately for the safety of the staff or others lawfully on the premises, consideration should also be given to conditions that deal with Living accommodation attached to or accessed via Licensed Premises, such as:
- ensuring that sufficient fire safety arrangements are in place to detect and

warn occupants and all other relevant persons

- ensuring adequate fire separation and means of escape is provided between the mixed use premises.

In certain premises where existing legislation does not provide adequately for the safety of the public, consideration might also be given to conditions that ensure that:

- when disabled people are present, adequate arrangements exist to enable their safe evacuation in the event of an emergency; and
- disabled people on the premises are made aware of those arrangements.

7.9 Premises should not be altered in such a way as to make it impossible to comply with an existing licence condition without first seeking a variation of the premises licence proposing the deletion of the condition relating to public safety in question. The applicant will need to propose in a new Operating Schedule reflecting the proposed alteration to the premises how he or she intends to take alternative steps to promote the public safety objective. The application for variation will enable the responsible authorities with expertise in safety matters to consider whether the proposal is acceptable.

7.10 The use of special effects in venues of all kinds being used for regulated entertainment is increasingly common and can present significant risks. Any special effects or mechanical installation should be arranged and stored so as to minimise any risk to the safety of the audience, the performers and staff. Special effects which should be considered include:

- dry ice machines and cryogenic fog;
- smoke machines and fog generators;
- pyrotechnics, including fireworks;
- real flame;
- firearms;
- motor vehicles;
- strobe lighting;

- lasers (see HSE Guide The Radiation Safety of lasers used for display purposes [HS(G)95] and BS EN 60825: Safety of laser products);
- explosives and highly flammable substances;

7.11 In certain circumstances, it may be appropriate to require that certain special effects are only used with the prior notification of the licensing authority or the fire authority.

7.12 In certain premises where existing legislation does not provide adequately for the safety of the public or club members and guests, consideration might also be given to conditions that deal with:

- the adequacy of transportation arrangements to ensure customers are able to travel safely to and from the premises (including procedures for preventing people from consuming excess alcohol and driving);
- ensuring that any arrangements or advertising of taxis and private hire vehicles only relate to such vehicles licensed by the Authority;

8. Public Nuisance

8.1 The Act covers a wide variety of premises that require licences, including cinemas, concert halls, theatres, nightclubs, public houses, cafes, restaurants, fast food outlets and takeaways. Each of these premises will present a mixture of risks, with many common to most premises and others unique to specific operations. It is essential that premises are constructed or adapted and maintained so as to acknowledge and safeguard occupants against these risks as far as is practicable.

- 8.2 When addressing public nuisance, the applicant should initially identify any particular issues (having regard to their particular type of premises and/or activities), which are likely to adversely affect the promotion of the public nuisance objective. Such steps as are required to deal with these identified issues should be included within the applicant's Operating Schedule.
- 8.3 If relevant representations are received, the Authority may impose conditions to prevent nuisance, noise, disturbance, light pollution, noxious smells, vermin and pest infestations and accumulations of rubbish and litter.
- 8.4 When applicants for premises licences or club premises certificates are preparing their Operating Schedules or club Operating Schedules, or responsible authorities are considering such applications or licensing authorities are considering applications following the receipt of relevant representations from a responsible authority or interested party, the following options should be considered as measures that, if necessary, would promote the prevention of public nuisance. Whether or not any risk assessment shows them to be necessary in the individual circumstances of any premises will depend on a range of factors including the nature and style of the venue, the activities being conducted there, the location of the premises and the anticipated clientele of the business involved.
- 8.5 In certain premises where existing legislation does not provide adequately for the prevention of public nuisance, consideration might be given to conditions that ensure that:
- noise or vibration does not emanate from the premises so as to cause a nuisance to nearby properties. This might be achieved by a simple requirement to keep doors and windows at the premises closed, or to use noise limiters on amplification equipment used at the premises;
 - prominent, clear and legible notices are displayed at all exits requesting the public to respect the needs of local residents and to leave the premises and the area quietly;
 - the use of explosives, pyrotechnics and fireworks of a similar nature which could cause disturbance in surrounding areas are restricted (particularly ensuring that firework parties are not managed by persons consuming alcohol, that adequate safety precautions are in place, that fireworks are not set off between 2300hrs and 0700hrs (except on 31st December/1st January); and
 - the placing of refuse – such as bottles – into receptacles outside the premises takes place at times that will minimise the disturbance to nearby properties.
- 8.6 In certain premises where existing legislation does not provide adequately for the prevention of public nuisance, consideration might be given to conditions that ensure that noxious smells from licensed premises are not permitted so as to cause a nuisance to nearby properties and the premises are properly vented.
- 8.7 In certain premises where existing legislation does not provide adequately for the prevention of public nuisance, consideration might be given to conditions that ensure that flashing or particularly bright lights on or outside licensed premises do not cause a nuisance to nearby properties. Any such condition will be balanced against the benefits to the prevention of crime and disorder of bright lighting in certain places.
- 8.8 Conditions may include restrictions on the times when music or other licensable activities may take place and may include technical restrictions on sound levels at the premises. Conditions may be imposed requiring licensees to display signs at all exits of premises reminding customers to leave premises quietly and to respect the rights of nearby residents.

9. Protection of Children from Harm

- 9.1 The protection of children from harm is a national licensing objective. The term “Children” refers to all babies, children and any young people i.e. from birth till their 18th birthday. Although the licensing act uses the words “child protection” or “protecting children from harm” it relates to safeguarding children and young people in its widest sense. Likewise, it is not only associated with the sale of alcohol to children but can include Sexual Exploitation and Criminal Exploitation
- 9.2 The Government state that everyone working in an environment where there may be children present should safeguard and promote the well-being of children. To do this all adults must follow the Government Guidance published by the DfES (Department for Education and Skills) “What To Do If You’re Worried A Child Is Being Abused” The publication can be attained from the DfE website:
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419604/What_to_do_if_you_re_worried_a_child_is_being_abused.pdf
- 9.3 The Authority recognises the wide variety of premises for which licences may be granted. It also recognises that there are many circumstances where it is appropriate for children to be present on licensed premises and seeks to encourage their access to constructive leisure pursuits, which support the social fabric of the Borough. It also recognises that there are circumstances where it is appropriate to limit or prevent access by children for the prevention of harm.
- 9.4 When addressing the protection of children, the applicant should initially identify any particular issues (having regard to their particular type of premises and/or activities), which are likely to cause concern in relation to children. Such steps as are required to deal with these identified concerns should be included within the applicant’s Operating Schedule.
- 9.5 The Authority will not impose conditions, which restrict or prevent access by children unless this is appropriate to promote the ‘licensing objectives’.
- in determining a ‘specified cut-off time’, the Authority will take into account:
 - the concerns of responsible authorities and interested persons who have made representations;
 - the steps set out in an operating schedule which the licensee will take to protect children from harm on such premises; and
 - the type of event for which no age restriction may be needed e.g. family entertainment; non alcohol events.
- 9.6 In respect of all licensed premises where alcohol is usually supplied for consumption on the premises and in the light of any relevant representations being received, very careful consideration will be given by the Authority before permitting children under 16 years, who are unaccompanied by an adult, to be or remain on the premises after 9:00pm; even when there are no supplies of alcohol taking place (such as ‘teen discos’ etc). This is intended as an upper limit and does not imply that this limit will be permitted for all relevant applications. In any event each case will be dealt with on its own merits.
- 9.7 There will be a strong presumption against access by persons under 18 to premises where any of the following apply:
- convictions for serving alcohol to minors or premises with a reputation for, or inadequate arrangements to deter, under-age drinking;

- a known association with, or inadequate arrangements to deter, drug taking or dealing;
- a strong element of gambling on the premises;
- entertainment of an adult or sexual nature is provided;
- inadequate arrangements to protect children from supply and use of other products which it is illegal to supply to children or the harmful effects of passive smoking; or
- in the opinion of the Authority, there are inadequate controls on the times during which children may be present on the premises;

9.8 The Authority's options would include, amongst other things:

- limitations on the hours when children may be present;
- age limitations below 18;
- limitations or exclusions when certain activities are taking place;
- access limited to parts of the premises;
- Requirements for accompanying adults; and
- full exclusion of people under 18 from the premises when any licensable activities are taking place.

9.9 No conditions will be imposed to the effect that children must be admitted to licensed premises.

9.10 In certain premises where existing legislation does not provide adequately for the protection of children from harm, consideration might also be given to conditions that deal with:

- the prevention of unlawful supply, consumption and use of alcohol and drugs and any other products that it is illegal to supply to children; and
- premises restrictions on the access by children to the whole or any part of the

premises, including times when children may not be present;

9.11 Under the Act a wide variety of licensable activities could take place at various types of premises and at different times of the day and night. Whilst it may be appropriate to allow children unrestricted access at particular times and when certain activities are not taking place, the Authority following relevant representations made by responsible authorities and interested parties, will consider a range of conditions that are tailored to the particular premises and their activities where these are necessary. These could include:

- the hours of day during which age restrictions should and should not apply. For example, the fact that adult entertainment may be presented at premises after 8.00pm does not mean that it would be necessary to impose age restrictions for earlier parts of the day;
- types of event or activity in respect of which no age restrictions may be needed, for example family entertainment or non-alcohol events for young age groups, such as under 18s dances; and/or
- Similarly, types of event or activity, which give rise to a more acute need for age restrictions than normal, for example; during "Happy Hours" or on drinks promotion nights.

9.12 Proof of age cards are relevant to both the prevention of crime and disorder and the protection of children from harm. However, where necessary and appropriate, a requirement for the production of proof of age cards before any sale of alcohol is made could be attached to any premises licence or club premises certificate for the protection of children from harm. Any such requirement will not be limited to recognised "proof of age" cards, but allow for the production of other proof, such as photo-driving licences and passports.

- 9.13 The Authority strongly supports the PASS accreditation system which aims to approve and accredit various 'proof of age' schemes that are in existence. This ensures that such schemes maintain high standards, particularly in the area of integrity and security, and where appropriate and necessary, conditions may refer directly to PASS accredited proof of age cards, photo-driving licences, student cards and passports.
- 9.14 Proof of age cards can also ensure that appropriate checks are made where the presence of children is restricted by age at certain times.
- 9.15 Challenge 25 builds on the highly successful Challenge 21 campaign developed by the 'Retail of Alcohol Standards Group' in 2005. The Authority strongly supports the use of a 'Challenge 25' policy for all premises that supply alcohol.
- 9.16 Premises should check with the Licensing Authority for the availability of free resources relating to 'Challenge 25'.

Do-You-Pass training

- 9.17 Please see sections 11.8 of this policy for information relating to the do-you-pass training module.

Children and Entertainment

- 9.18 The Authority will impose conditions in accordance with section 20 of the Act to prevent the viewing of films by children below the age of any restriction for that film as classified according to the recommendations of the British Board of Film Classification (BBFC) or the Authority, as the case may be.
- 9.19 The Authority considers that, in addition to the mandatory condition imposed by virtue of section 20, requiring the admission of children to films to be restricted in accordance with recommendations given either by BBFC or by the licensing authority

itself, conditions restricting the admission of children to film exhibitions should include a condition:

- that where the licensing authority itself is to make recommendations on the admission of children to films, the cinema or venue operator must submit any film to the authority that it intends to exhibit 28 days before it is proposed to show it. This is to allow the authority time to classify it so that the premises licence holder is able to adhere to any age restrictions then imposed;
- that when a licensing authority has made a recommendation on the restriction of admission of children to a film, notices are required to be displayed both inside and outside the premises so that persons entering can readily be made aware of the classification attached to any film or trailer.

- 9.20 Where entertainment aimed specifically at children takes place, the licensee must take all reasonable steps to maintain the safety of the children on the premises. The licensee must ensure that there are sufficient adult supervisors, with sufficient experience, in place to provide an adequate level of safety bearing in mind the number and ages of the children involved and any other issues such as disabilities that the children may have.

- 9.21 The admission of children to theatres, as with other licensed premises, will not normally be restricted unless it is necessary to promote the licensing objective of the protection of children from harm. However, theatres may be the venue for a wide range of activities. The admission of children to the performance of a play will be left to the discretion of the licence holder and no condition restricting the access of children to plays will be attached. However, theatres may also present entertainment including, for example, variety shows, incorporating adult entertainment. A condition restricting the admission of children in such circumstances may be necessary.

Entertainment may also be presented at theatres specifically for children.

9.22 The Authority will also consider whether a condition should be attached to a premises licence which requires the presence of a sufficient number of adult staff on the premises to ensure the well being of children present on the premises during any emergency

9.23 Where performances are presented especially for unaccompanied children in theatres and cinemas conditions are anticipated to be needed which require an attendant to be stationed in the area(s) occupied by the children, in the vicinity of each exit, provided that on each level occupied by children the minimum number of attendants on duty should be one attendant per 50 children or part thereof. The Authority will have regard to any representations made by responsible authorities on the issue, to also consider whether or not standing should be allowed. For example, there may be reduced risk for children in the stalls than at other levels or areas in the building.

There are many productions each year that are one-off shows where the cast is made up almost entirely of children. They may be taking part as individuals or as part of a drama club, stage school or school group. The age of those involved may range from 5 to 18. The Children (Performances) Regulations 1968 as amended set out requirements for children performing in a show. The Licensing Authority will not duplicate any of these requirements. However, the Licensing Authority may, if it is appropriate, consider imposing conditions in addition to these requirements, for the promotion of the protection of children from harm.

10. Child Sexual Exploitation (CSE)

10.1 Alcohol is often a factor in Child Sexual Exploitation (CSE), where young people may be encouraged or coerced to drink, or alcohol may be a factor in risk-taking behaviour by young people who drink irresponsibly and then get involved in activities that otherwise they would not. The use of harmful or illicit substances (drugs) can also be a factor in CSE, as young people may be encouraged, coerced or feel they have no choice but to engage in drug use to then become involved in activities that they would not ordinarily do so. Whilst indicators for child sexual exploitation can sometimes be mistaken for 'normal adolescent behaviours'; if a child feels they have no other meaningful choice, are under the influence of alcohol or drugs or fearful of what may happen if they do not comply, then they cannot legally consent to the activity being asked of them.

10.2 Nationally, evidence has been found of the sexual exploitation of children taking place on licensed premises and licensed premises being used for the purposes of grooming and enticement.

10.3 The licensing authority encourages licence holders and operators of licensed premises:

- To ensure that they are fully aware of the signs of child sexual exploitation and to understand that the sexual exploitation of a child is sexual abuse and a crime
- To raise the awareness of their staff about child sexual exploitation and provide intelligence for the appropriate authorities about concerns, including perpetrators who may be operating in their areas. The risks vary depending on the style and character of the business but premises can be involved in the following ways:
- If an adult venue (night clubs or sex entertainment venue) is frequented by underage customers this can attract

perpetrators; or if a premises (or event) hosts under 18 events or mixed age activities;

- Where underage drinking takes place, children and young people are vulnerable as their judgement is impaired;
- There is a risk of CSE at premises where goods or services can be offered in exchange for sexual favours (such as free food, transport, drinks, cigarettes, or free access to a venue). This can happen if a perpetrator is employed there (or works voluntarily) and has regular or private contact with children;
- Children and young people are vulnerable in areas of premises that are not monitored (such as toilets, beer gardens);
- Risk may present if information technology is in use at a premises (internet, mobile phones/cameras/video recorders);
- Premises providing facilities for private parties, private dancing/entertainment booths or overnight accommodation may be vulnerable to child sexual exploitation.
- Ensure efficient entry and dispersal procedures are in place so that young people are not left in a vulnerable position outside of the premises.
- Ensure any transport/taxi provisions that are outside of a venue are a locally sourced transport link, easily identifiable and, preferably, a booked provision.
- Ensure a policy is in place for dealing with under 18's who appear to be under the influence of drugs or alcohol which incorporates the level of duty of care expected to be provided.

11. Child Criminal Exploitation (CCE)

11.1 Alcohol and drugs can also feature strongly in Child Criminal Exploitation (CCE); criminal exploitation includes County Lines but also includes children being coerced and manipulated into criminal activity, such as to courier drugs and money. Children and young people can be recruited through deception, intimidation, violence, debt and/or grooming. It is understood that children and young people are utilised in the dealing of drugs as the children/young people are a relatively inexpensive resource and can be easily controlled. Evidence can be found that criminal exploitation of children and young people can be found in licensed premises as the children and young people are encouraged to sell drugs in these settings, at entertainment functions, in toilet areas or darkened areas that facilitate music and dancing.

11.2 The licensing authority encourages licence holders and operators of licensed premises:

- To ensure that they are fully aware of the signs of child criminal exploitation and to understand that the exploitation of a child is a crime and that the child may well be fearful of repercussions and is not in a position to say no.
- To raise the awareness of their staff about child criminal exploitation and provide intelligence for the appropriate authorities about concerns, including perpetrators (gangs, drug dealers) who may be operating in their areas.

12. Selling Alcohol Responsibly

Drinks Promotions

- 12.1 Schedule 4 to the Policing and Crime Act 2009, and the Licensing Act 2003 (Mandatory Licensing Conditions) (Amendment) Order 2014, mandatory conditions relating to drinks promotions. The Home Office has issued guidance on these conditions which can be found on the Home Office website - www.homeoffice.gov.uk
- 12.2 When considering any relevant representations which demonstrate a clear causal link between sales promotions or discounting and levels of crime and disorder on or in the vicinity of the premises, it would be appropriate for the Licensing Authority to consider whether the imposition of a new condition prohibiting irresponsible sales promotions or discounting of prices of alcoholic beverages is necessary at those premises.
- 12.3 The Portman Group operates, on behalf of the alcohol industry, a Code of Practice on the Naming, Packaging and Promotion of Alcoholic Drinks. The Code seeks to ensure that drinks are packaged and promoted in a socially responsible manner and only to those who are 18 years old or older.
- 12.4 Complaints about products under the Code are considered by an Independent Complaints Panel. If a product's packaging or point-of-sale advertising is found to be in breach of the Code, the Portman Group

may issue a 'Retailer Alert Bulletin' to notify retailers of the decision and ask them not to replenish stocks of any such product or to display such point-of-sale material, until the decision has been complied with.

- 12.5 By addresses the naming, marketing and promotion of alcohol products, the Code is seen as an important mechanism in protecting children from harm.
- 12.6 Where appropriate and necessary, consideration may be given to attaching conditions to premises licences and club premises certificates that require compliance with the Portman Group's 'Retailer Alert Bulletins'.
- 12.7 The Authority will not use the Licensing Policy to control prices or hinder free and fair competition in licensed trade.

Do-You-Pass Training

- 12.8 The 'Do-You-Pass' training module is part of the 'Trading Standards Institutes' ('TSI') fair trading award.
- 12.9 The training is delivered by TSI accredited trainers in a two-and-a-half hour session, which includes a short examination, assessed and certificated by the TSI.
- 12.10 The interactive training focuses on the main issues affecting every retailer of age-restricted products, such as:
- what the law requires of business and staff;
 - proxy sales;
 - steps can take to avoid making illegal sales:
 - i) challenge 25;
 - ii) checking and accepting proof of age cards;
 - iii) use of refusal logs;
 - iv) staff training;

12.11 Applicants, existing licence holders and staff working in, premises licensed under the Licensing Act 2003, are recommended to undertake such training in order to show due diligence.

12.12 In light of relevant representations received where the sale of alcohol directly to a person underage, or via a proxy sale, is a factor, consideration may be given to making it a condition on a licence that the licence holder, and any staff employed by the licence holder, attend and complete the 'do-you-pass' training module.

Written and Spoken English

12.13 The Licensing Authority considers it reasonable that those who hold licences and persons involved in the sale of alcohol are able to understand the terms of the licence and their legal obligations. It is also expected that those making sales of alcohol can understand and converse in the English language and be able to read and write in English so as to be able to complete documents such as refusals books and read training guides.

12.14 Where relevant representations are made, and a lack of understanding of basic written and / or spoken English is a factor in those representations, consideration may, if appropriate, be given to attaching conditions to premises licences and club premises certificates that require the licence holder and staff connected with the business, attend a 'Basic Skills' course. This would be at cost to the applicant.

Reduce the Strength Campaign

12.15 The Licensing Authority, together with Local Authority Partners, are working together to look at the impact of 'high strength / low cost' alcohol.

12.16 **The sale of beer, wine or cider with an ABV of 6% or above is discouraged. Where there are concerns about the sale of high strength alcohol in certain areas of the Borough the**

Licensing Authority may seek to impose a condition on a premises licence to restrict the sale of such alcohol.

12.17 In addition, the introduction of The Licensing Act 2003 (Mandatory Conditions) Order 2014, introduces a mandatory condition banning the sale of alcohol below the cost of duty plus VAT. Guidance on this new mandatory condition can be found on the www.gov.uk website.

Alcohol Delivery Services

12.18 **The Licensing Authority is aware of the increase in alcohol delivery services, not just from supermarkets but from specialist alcohol retailers or food delivery outlets.**

12.19 **Such business, whilst many are operated very well, can cause concern due to their method of operation and applicants should consider very carefully how they promote the licensing objectives, particularly the protection of children from harm. The sale or delivery of alcohol to children should be avoided at all cost and practices put into place to ensure alcohol does not get into the hands of children. A strict Challenge 25 scheme should be put into place and a strong training programme on under age sales deliveries.**

13. Opening Hours

13.1 The Authority will deal with licensing hours on the merits of each individual application. No application to transfer an existing licence will result in a reduction of licensed hours.

13.2 The Authority recognises that variable licensing hours for the sale of alcohol may be desirable to ensure that concentrations of customers leaving premises simultaneously are avoided. This is necessary to reduce friction at late night fast food outlets, taxi ranks and other sources of transport, which leads to disorder and disturbance.

- 13.3 The Authority is keen to promote a safe, thriving and diverse night-time economy, both within Oldham Town Centre and elsewhere in the Borough. Should opening hours compromise any of the licensing objectives then responsible bodies or interested parties are entitled to lodge a review application.
- 13.4 Appropriately licensed shops, stores and supermarkets will normally be permitted to sell alcohol during their normal trading hours, for consumption off premises, where consistent with the Authority's 'licensing objectives'.
- 13.5 Where relevant representations are received, limitations may be imposed, for example in the case of specific premises known to be a focus of disorder and disturbance late at night.
- 13.6 Stricter conditions with regard to licensing hours may be required for licensed premises situated in or immediately adjacent to residential areas to ensure that disturbance to local residents is avoided. This will particularly apply in circumstances where, having regard to the location, size and nature of the licensed premises, it is likely that disturbance will be caused to residents in the vicinity of the premises by concentrations of people leaving during normal night time sleeping periods (11:30pm-7:00am).
- 13.7 The Authority requests that any applicants in respect of premises supplying take-away food, who also wish to supply alcohol for consumption off the premises between the hours of 11.00pm and 5.00am, pay particular attention in their Operating Schedules to crime and disorder and public nuisance caused by patrons leaving the premises.
- 13.8 This policy acknowledges that Central Government have introduced a discretionary power that enables Local Authorities to introduce 'Early Morning Alcohol Restriction Orders' ('EMARO'). If introduced, an EMARO restricts the time after which alcohol may be sold or supplied. The time is set by the Licensing Authority, but has to be between midnight and 06:00; and would apply to Premises Licences, Club Premises Certificates or Temporary Event Notices.

14. Cumulative Impact

- 14.1 The Authority may refuse applications for premises licences where representations are received from a Responsible Authority or interested party that the issue of a licence may, due to a concentration of premises in an area, result in exceptional problems for that area to the detriment of the Authority's licensing objectives. In such cases, the Authority may adopt a Special Saturation Policy in accordance with the provisions of the Act.
- 14.2 The Authority recognises that saturation policies can curtail expansion of supply in certain areas, but can also have the effect of removing improvement pressures from increased competition on poorly performing businesses. The Authority also recognises that a saturation policy could apply to a particular type of premises (such as off licences) and that any interested party or responsible body is entitled to make representations on the cumulative impact of a new application notwithstanding that a saturation policy is not in place. It is for any person making such representations to provide evidence to the Authority that the addition of the premises concerned would cause the cumulative impact claimed. When considering such representations, the Authority will:-

- identify any serious and chronic concern;
- identify the area from which problems are arising and the boundaries of that area;
- make an assessment of the causes;
- consider adopting a policy about future licence applications from that area;

14.3 In the event of determining a Cumulative Impact Policy, the Authority will continue to consider each application for a licence on its merits and may decide that a particular application would not add significantly to the cumulative impact and grant an application notwithstanding a Special Saturation Policy being in place.

14.4 The Authority recognises that the assessment of commercial need is a matter for market forces and not a matter for licensing controls. However, the cumulative impact of licensed premises on the promotion of the licensing objectives is a proper matter for the Authority to consider.

14.5 At this time Oldham Council has no Cumulative Impact policy in place.

14.6 Should the Council look to introduce such a policy, consultation will take place in accordance with any relevant legislation and / or statutory guidance.

15. Late Night Levy

15.1 The Police reform and Social Responsibility Act 2011 introduced the power for the Licensing Authority to charge a late night levy (“the levy”) to all premises within the Borough of Oldham.

15.2 The late night levy is a discretionary power allowing the Council to collect an annual fee from all licensed premises in the Borough that are authorised to sell alcohol between the hours of midnight and 6am as a means of raising a contribution towards the costs of policing the night time economy.

15.3 The provisions relating to the Late Night Levy come into force on the 31st October 2012. As the powers are discretionary the Council, in its capacity as Licensing Authority, must decide whether to introduce them; and in accordance with the 2011 Act, in making that decision the Council must consider:-

- a) the cost of policing and other arrangements for reduction or prevention of crime and disorder in connection with the supply of alcohol between midnight and 06:00am; and
- b) having regard to those costs, is there a desire to raise revenue to cover those costs;

15.4 In considering whether there is a ‘desire’ to introduce the late night levy, the Licensing Authority must take into account the views of Greater Manchester Police, the licence holders that will be affected by the levy and residents of the Borough.

15.5 The decision to introduce, vary or cease the levy will be made by full Council in conjunction with the Greater Manchester Police.

15.6 The Licensing Authority recognises that this levy would cover the whole of the Borough and not just those premises that are causing problems or those premises within any cumulative impact area. Therefore, serious consideration will be given to the introduction of the levy in light of this. Furthermore, the Licensing Authority will give serious consideration as to whether or not the levy is a viable proposal.

15.7 At the time of writing this policy, the Licensing Authority has not had a request to consider introducing a late night levy, should this change during the life of this policy then a designated procedure would be applied to determine if late night levy is appropriate.

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16. Early Morning Alcohol Restriction Orders

- 16.1 The power to make, vary or revoke an Early Morning Alcohol Restriction Order ('EMRO') is set out in section 172A to 172E of the Licensing Act 2003. This power was brought into force on the 31st October 2012 and the government has provided guidance as part of the section 182 'Guidance to Licensing Authorities'.
- 16.2 An EMRO enable a licensing authority to prohibit the sale of alcohol for a specified time period between the hours of 12am and 6am in the whole or part of its area, if it is satisfied that this would be appropriate for the promotion of the licensing objectives.
- 16.3 EMROs are designed to address recurring problems such as high levels of alcohol related crime and disorder in specific areas at specific times; serious public nuisance and other instances of alcohol related anti-social behaviour which is not directly attributable to specific premises.
- 16.4 It is the Council's intention to support businesses rather than hinder them whilst ensuring promotion of the licensing objectives. However, where this has deemed to fail then an EMRO may be considered as a possible solution.
- 16.5 It is likely that any request for an EMRO, will come from Greater Manchester Police; however, the request may also be made by a number of different organisations, for example the request for an EMRO may originate from the Council its-self, a District Partnership, Public Health or Residents Associations.
- 16.6 At the time of writing this policy, the Licensing Authority has not had a request to consider introducing an EMRO. Should this change during the life of this policy then a designated procedure would be applied to determine if an EMARO is appropriate.

17. Alcohol in Public Places

- 17.1 The Authority has adopted powers to designate parts of its area as places where alcohol may not be consumed publicly. The Authority will keep designated areas under review. Currently, the Authority has designated most of the Oldham Town Centre area and the Failsworth and Hollinwood areas as places where alcohol may not be consumed publicly.
- 17.2 In considering licence applications and reviews, the Authority will have regard to the impact of licensed premises on the observance of the designated area controls. This is likely to be particularly relevant to sales of alcohol in open containers for consumption off the premises and unauthorised removal of alcohol in open containers, which have been supplied for consumption on premises.

18. Live Music and Entertainment

18.1 The Authority recognises that as part of implementing any cultural strategy as may from time to time apply, proper account will need to be taken to encourage and promote live music, dancing and theatre for the wider cultural benefit of the community. Conditions to be imposed on relevant licences will not discourage the promotion of such entertainment but will relate solely to the promotion of the licensing objectives.

18.2 The Authority will keep the impact its policy is having on the promotion of live music, dancing, theatre, carnival events, children's entertainment and performance artists under constant review.

18.3 A number of public spaces within the Borough have been granted a licence for, amongst other things, the provision of regulated entertainment. For a list of these spaces please see the Council's website www.oldham.gov.uk

18.4 The provision of music and dancing in a venue is a specialist function placing additional demands on staff and management. Dance floors may be a potential flashpoint for violence and disorder and should, therefore, be properly risk assessed to ensure a safe environment. The Authority will expect that these concerns are addressed in Operating Schedules so that the responsible bodies can make informed judgements on the adequacy of proposed arrangements for dance floors.

18.5 The Live Music Act 2012 amends the Licensing Act 2003 so as to remove live music from the definition of 'regulated entertainment', where the following criteria are satisfied:-

- there is a premises licence or club premises certificate in place permitting on sales;

- the premises are open for the sale or supply of alcohol for consumption on the premises;
- live music is taking place between 8am and 11pm;
- if the live music is amplified, the audience consists of no more than 200 people

18.6 The Live Music Act 2012 also amends the Licensing Act 2003 so as to create a general exemption that, live unamplified music, provided anywhere shall not be regarded as the provision of regulated entertainment if it takes place between 8am and 11pm, regardless of the number of people in the audience.

19. Boxing

19.1 The rise in popularity of White Collar Boxing has encouraged the Council to provide guidance on the Licensing Authority's expectations for any boxing promoters to consider as measures for their operating schedule.

18.2 The following is guidance for organisers of boxing events in the Oldham Council area regarding the issues that should be included in a risk assessment:

- Full contact details of the organisers and other parties involved in the event;
- The medical cover that will be provided at this event. Will there be a Registered Doctor and a Paramedic provided as a minimum? Has the facility of providing an ambulance been considered for the event? The Council would prefer that an ambulance is provided;
- The medical checks that will be carried out on the boxers before and after the fight. The Council would expect all boxers taking part to have a medical card and competition record book. This should detail previous bouts, medical history etc.;

- How boxers will be matched up for the event. All boxers will be expected to be evenly matched and be in the same weight category;
- Details of the ring set up and who will be carrying this out;
- The numbers of referees and judges taking part in the event;
- The type and weight of boxing gloves that will be used by the boxers and how these will be inspected;
- What will be the safety rules for the fight and how these rules will be communicated to the boxers, coaches, trainers and other relevant parties;
- Details of the Personal Protective Equipment that will be worn by boxers;
- Actions that will be taken in an emergency and how parties will communicate;
- Site checks that will be completed prior to the event taking place.

20. Event Notification

- 20.1 Where events are held on Council land, the Council requires an event notification form be completed. This notification will enable the Authority and Partnering agencies to offer their expertise and support to the event organiser.
- 20.2 You should notify the Council if your event will:
- impact on traffic or parking;
 - take place on Council land;
 - require road closures or 'no waiting' restrictions;
 - have loud music;
 - provide entertainment;
 - sell food, drink or alcohol;
 - require licences e.g. street trading or sale of alcohol;
 - attract over 200 people;
- 20.3 If your event is on private land and doesn't fall

into one of the above categories you do not need to notify the Council. However, the Council can help advertise your event - email events@oldham.gov.uk

- 20.4 Event notification forms can be obtained from the Council website at <http://www.oldham.gov.uk/info/200204/licensing/361/events> and should be submitted at least 3 months prior to the event taking place.

21. Public Health

- 21.1 Section 104 of the Police Reform and Social Responsibility Act 2011 and the Health and Social Care Act 2012, amends the 2003 Act so as to include a Local Authority's 'Public Health' department as a responsible Authority.
- 21.2 The licensing authority recognises there is no public health licensing objective and therefore cannot conduct its licensing function in order to promote public health. The licensing function can only be carried out to promote the four licensing objectives as set out by the Licensing Act 2003.
- 21.3 As a responsible authority, Oldham Council's public health department can make representations in relation to applications for the grant, variation, minor variation or review of premises licences and club premises certificates; in addition, public health may themselves seek a review of a premises licence. Any representation must be specific to the premises and cannot be a general objection.
- 21.4 Through ensuring the responsible selling of alcohol, this may impact on reducing a person's drinking at harmful or hazardous levels. However, it is recognised that any such positive impact will be as a coincidence of the licensing authority conducting its licensing function under the Act to promote the licensing objectives. Local Health

Bodies potentially have access to much data that can inform licensing decisions and policy. When such data is presented it will be considered and where links are made to any of the four licensing objectives it will be taken into account by the Licensing Sub-Committee in reaching its decision.

- 21.5 The licensing authority recognises the impact of alcohol misuse in Oldham and it is hoped that through the implementation of this licensing policy the promotion of the four licensing objectives will in turn have a positive effect on preventing alcohol misuse. For example, by ensuring licensed premises refuse sales of alcohol to children, or those attempting to purchase it on behalf of children; this will impact positively on a reduction in child alcohol related health problems.
- 21.6 The health of our population and the customers of licensed premises is very important. Premises are expected to follow guidance and comply with legislation in relation to any public health issues that may arise at local or national level.

22. Operating Schedule

- 22.1 An Operating Schedule must be submitted as part of the application for a licence application and must contain the information required by Section 17 of the Licensing Act. Among other things it must include the steps which the applicant proposes to take to promote the licensing objectives. The Authority requires applicants to address all of the areas in this policy where they are relevant to the proposed licensed activity.
- 22.2 If a responsible body or interested party submits a relevant representation, then the Authority's discretion is engaged to attach additional conditions to a licence to meet those representations if the Authority considers this to be appropriate in the individual circumstances of each application.

23. Adult Entertainment

- 23.1 Section 27 of the Policing and Crime Act 2009 introduced new powers for Local Authorities to control 'Sexual Entertainment' venues. Applicants wishing to provide adult entertainment should consult the Authority's policy on providing such entertainment. This policy can be found at www.oldham.gov.uk/licensing
- 23.2 Where an operating schedule does not refer to 'adult entertainment' taking place on the premises the Authority may place restrictions on the licence that would prevent 'adult entertainment' taking place.

24. Conditions

- 24.1 Conditions to be imposed on licences will be specific to the individual premises and events. They will normally be drawn from the model pool of conditions based upon this Policy and the Secretary of State's Guidance or from a localised Greater Manchester pool of conditions which can be used for reference and can be found at Appendix 1 of this policy.
- 24.2 This list is not exhaustive and may be varied from time to time as considered necessary when licensable activities are being carried out. The Authority may also impose such other conditions as described in this policy and consistent with meeting the Authority's licensing objectives.
- 24.3 Within the conditions attached at Appendix 1 of this policy is a section referring to counter terrorism conditions on licences. Applicants are suggested to consider whether their venue would benefit from the additional protection and awareness of

counter terrorism measures which include staff training and vulnerability assessments.

25. Integration of Policies and Avoidance of Duplication

- 25.1 Licensing is but one part of an overall strategy to deal with poor behaviour. Other mechanisms include:
- planning controls;
 - positive measures to create a safe and clean town centre environment;
 - powers of the Authority to designate public areas where the consumption of alcohol is not permitted;
 - police enforcement of disorder and anti-social behaviour;
 - the prosecution of personal licence holders and staff for selling alcohol to persons who are under age or drunk;
 - police powers to close down instantly any licensed premises on grounds of disorder or likelihood of disorder or excessive noise emanating from the premises;
 - powers of the Local Authority under the Environmental Protection Act and Health and Safety at Work Act;
 - power of police or a local resident or business to seek a review of a licence.
- 25.2 The Licensing Authority will consider the impact of licensing on regulated entertainment particularly live music and dancing. Where there is any indication that licensing requirements are deterring such events, the Authority's policy will be examined with a view to investigating how this situation may be addressed.
- 25.3 The Licensing Committee will receive annual reports on the situation regarding licensed premises in the Borough, including the general impact of alcohol related crime and disorder.
- 25.4 So far as possible, duplication with other regulatory agencies will be avoided and

conditions will only be attached to licences which are necessary for the promotion of the licensing objectives.

26. Planning

- 26.1 There are several key differences between licensing and planning control. Licensing is concerned with the operation and management of the premises. Planning control relates to the use of the premises.
- 26.2 The Authority recognises that licensing applications should not be seen as a re-run of any planning application and that there should be clear separation of the planning and licensing regimes to avoid duplication and inefficiency.
- 26.3 Applicants for a premises licence need to be aware that the granting of a licence under the Licensing Act does not negate the need to obtain planning permission.
- 26.4 To assist in this process the Authority may provide reports to the Council on the situation regarding licensed premises in the district, including the impact of alcohol related crime and disorder.

27. Compliance and Enforcement

- 27.1 The Authority will undertake inspections, including joint inspections of premises and enter into other working arrangements with the Greater Manchester Police, Fire Authority and other agencies to support the 'licensing objectives'.
- 27.2 Protocols will provide for targeting of agreed problem and high risk premises, but with a 'lighter touch' to those premises which are shown to be well managed and maintained.
- 27.3 The Authority has adopted a business enforcement policy in accordance with the Government's 'enforcement concordat'. The key principles of consistency,

transparency and proportionality will be maintained.

27.4 The Authority continually reviews its regulation practice and will ensure implementation of best practice as delivered from time to time by guidance or legislation.

27.5 **Failure to pay an annual fee following a reminder will result in the suspension of the premises licence until such time that the annual fee is paid in full.**

28. Pavement Licences

28.1 **The Council will accept and consider any application submitted for a pavement licence accompanied by the relevant fee and supporting documents required by them.**

28.2 **Consultation will take place with the Highways Department and other agencies such as the Police and Environmental Health that may be necessary to consider the effects of granting a licence.**

29. Processing of Applications and Representations

29.1 The Authority will process all applications taking into account any relevant timescales in the Act and, where there are no timescales, within a reasonable time.

29.2 The Authority will also publish guidance for applicants to assist them in identifying the kind of actions that may need to be taken to meet the licensing objectives. The guidance will supplement anything issued by central Government. It will not provide an exhaustive list of options, but it will give applicants advice on many of the approaches that can be taken to ensure successful applications for licences.

29.3 Licences can be issued either:

- by Officers acting under delegated powers;
- following review by the full Licensing Committee; or
- following review by a sub-committee of the full Committee (called a Licensing Panel).

29.4 Potential objectors to licence applications can be “responsible authorities”, who are:-

- Oldham Council, in its capacity as Licensing Authority; and any other licensing authority in whose area part of the premises is situated;
- the chief officer of police;
- the local fire and rescue authority;
- the local enforcement agency for the Health and Safety at Work Act 1974 etc;
- environmental Health;
- planning;
- local Safeguarding Board
- Public Health Teams; and
- the weights and measures authority.

- 29.5 As well as responsible authorities, any other person, which includes any individual, body or business, can make representations in relation to applications for the grant, variation, minor variation or review of premises licences and club premises certificates, regardless of their geographic proximity to the premises. In addition, these persons may themselves seek a review of a premises licence.
- 29.6 Whilst any of these 'other persons' may act in their own right, they may also request an individual or group to represent them. This could be someone legally qualified or an MP, MEP or Ward Councillor. Where a Councillor agrees to make representations on behalf of an interested party and that Councillor is a member of the Licensing Committee, they will disqualify themselves from all involvement in the decision making process in relation to that application.
- 29.7 Representations can only be considered if they relate to a problem that could compromise one or more of the licensing objectives. Officers will decide if this is the case and they are charged with deciding whether or not objections are irrelevant, frivolous or vexatious. Any representation deemed so will not be considered.
- 29.8 Representations need not just relate to the negative effect of a licence but may relate to the positive effect the granting of a licence may have. This also true in the case of a review where positive representations can be taken into account by the Authority.
- 29.9 The Licensing Authority welcomes an early opportunity to discuss applications before their submission. At that stage the business model and operation of the business can be discussed and advice given on other wider support the Council can give can be provided.
- 29.10 In addition, Responsible Authorities can be brought into the discussions so applicants can understand any early concerns and table any questions.
- 29.11 The licensing Authority also provides a paid for pre application advice service where the Authority, following discussion, will put together an application and operating schedule with applicants who may have otherwise have struggled to follow the process. This can include drafting public and newspaper notices and serving copies of the application on responsible authorities electronically as provided for under Regulations.

30. Immigration Act 2016

30.1 Section 36 of and Schedule 4 to the Immigration Act 2016 made a number of amendments to the Licensing Act 2003 to introduce immigration safeguards in respect of licensing applications made in England and Wales on or after 6 April 2017. The intention of these changes is to prevent illegal working in premises licensed for the sale of alcohol or late-night refreshment.

30.2 The statutory prevention of crime and disorder licensing objective in the Licensing Act 2003 includes the prevention of immigration crime and the prevention of illegal working in licensed premises. The Council will work with the Home Office (Immigration Enforcement) as well as the police, in respect of these matters.

30.3 Section 36 of and Schedule 4 to the Immigration Act 2016 (the 2016 Act) amended the 2003 Act to provide that in England and Wales:

- Premises licences to sell alcohol or provide late night refreshment and personal licences cannot be issued to an individual who does not have permission to be in the UK, or is not entitled to undertake work relating to the carrying on of a licensable activity;
- Licences issued to those with limited permission to be in the UK will lapse when their permission to be in the UK and work in a licensable activity comes to an end;
- Immigration offences, including civil penalties, are 'relevant offences' as defined by the 2003 Act;
- The Home Secretary (in practice Home Office (Immigration Enforcement)) was added to the list of responsible authorities in the licensing regime, which requires Home Office (Immigration Enforcement) to receive premises licence applications (except regulated entertainment only licences) and applications to transfer

premises licences, and in some limited circumstances personal licence applications, and permits Home Office (Immigration Enforcement) to make appropriate representations and objections to the grant of a licence; and

- Immigration officers are permitted to enter premises which they have reason to believe are being used to sell alcohol or provide late night refreshment, to investigate whether immigration offences are being committed in connection with the licensable activity.

30.4 The Licensing Authority will have regard to any guidance issued by the Home Office in relation to the immigration related provisions now contained in the Licensing Act 2003. The Licensing Authority will also work in partnership with the Home Office (Immigration Enforcement) and Greater Manchester Police with a view to preventing illegal working in premises licensed for the sale of alcohol and/or late night refreshment.

31. Contact Details

<u>Authority / Organisation</u>	<u>Address</u>
Licensing Authority	Sir Robert Peacock House Vulcan Street Oldham OL1 4LA Phone: 0161 770 4730 licensing@oldham.gov.uk
Trading Standards	Sir Robert Peacock House Vulcan Street Oldham OL1 4LA tradingstandards@oldham.gov.uk
Planning	Civic Centre PO Box 30 West Street Oldham, OL1 1UQ Phone: 0161 770 4105 planning@oldham.gov.uk
Environmental Health	Chadderton Town Hall Middleton Road Oldham OL9 6PP Phone: 0161 770 2244 environmentalhealth@oldham.gov.uk
Greater Manchester Police	Oldham Police Divisional Licensing Officer Sir Robert Peacock House Vulcan Street Oldham OL1 4LA Phone: 0161 856 9069
Greater Manchester Fire and Rescue	Greater Manchester Fire and Rescue Service Oldham Borough Phone: 0161 909 8626/27 obr@manchesterfire.gov.uk

Authority / Organisation

Public Health Team

Oldham Council

Address

Level 4
Civic Centre
PO Box 30
West Street
Oldham
OL1 1UQ
Phone: 0161 770 1641
publichealthteam@oldham.gov.uk

Oldham Safeguarding Children
Partnership

Rock Street Centre
Rock Street
Oldham
OL1 3UJ
Phone: 0161 770 8096

Licensing Act 2003 Model Conditions

Counter Terrorism

1. At all times that the premises are open to the public for licensable activities, all staff on-duty at the premises and all on-duty managers must have completed ACT:Awareness training. In addition, a minimum of 1 on-duty manager must also have completed the ACT:Operational or ACT:Strategic training.
2. The Designated Premises Supervisor must complete the ACT:Awareness training and ACT:Operational or ACT:Strategic training course within 28 days of the grant or variation of the licence. Should the Designated Premises Supervisor named on the licence change, the new Designated Premises Supervisor must complete those courses within 28 days of being named on the licence.
3. Within 28 days of the grant or variation of the licence, a documented security vulnerability assessment, which must incorporate counter terrorism measures, must be undertaken for the premises to include all areas in which licensable activities takes place and which the public will have access and/or transit through. The assessment shall be routinely reviewed and must be reviewed following the elevation of the change of the national threat level. All reviews shall be documented.
4. Within 28 days of the grant or variation of the licence, the premises licence holder shall evaluate any risks identified through the security vulnerability assessment and take promptly such steps to eliminate them or to reduce the risk as far as is reasonably practicable. A documented record must be maintained of any remedial action implemented and made available upon request to any police officer or an authorised officer of Manchester City Council.
5. Within 28 days of the grant or variation of the licence, the premises must have a documented counter-terrorism plan, which sets out counter measures to be implemented in response to a terrorist attack, through the principles of 'Guide', Shelter' and 'Communicate'-
 - Guide – Direct people towards the most appropriate location (in vacuation, evacuation, hide)
 - Shelter – Understand how your place or space might be able to lock-down and shelter people within it for several hours
 - Communicate – Have a means of communicating effectively and promptly with users of your place and have staff capable of giving clear instructions. Also have the capability of integrating with any response or rescue operation by providing things like building plans.

Admission and control of entry

6. The designated queuing area shall be enclosed within appropriate barriers and ensure that a minimum width of 1.8m [or specify if greater] is maintained on the footway to allow safe passage by pedestrians.

7. An ID scanning system approved in writing by the licensing authority must be operated at the premises at all times it is open to the public. All persons entering the premises must provide verifiable ID and record their details on the system.
8. All persons entering or re-entering the premises must be searched by an SIA registered door supervisor [and all searches must be monitored by the premises CCTV system].
9. No patron shall be admitted or readmitted to the premises [after XX:XX hours] unless they have [passed through a metal detecting search arch] [been searched using hand-held electronic search wands] and, if the search equipment is activated, have been physically searched in accordance with a procedure agreed with Greater Manchester Police, which must include a 'pat down search' and a full bag search. Search equipment must be kept in working order.
10. No customer will be permitted to enter or re-enter the premises between the hours of [specify] save for persons who have temporarily left the premises (e.g. to smoke).
11. Between [specified times] no customer will be permitted to enter or leave the premises by means of [specified entrances].
12. No more than [insert number] customers will be permitted on the premises at any one time.
13. The premises licence holder shall ensure a suitable method of calculating the number of people present during licensable activities is in place.

Door supervisors

14. Door supervision must be provided on (specify days / circumstance). Door supervisors must be on duty from [specify hours] and must remain on duty until the premises are closed and all the customers have left.
15. On [specify days/hours], at least [insert number] of SIA registered door supervisors must be on duty at the premises [specify location at the premises] [or as shown on the plan].
16. Door supervisors shall be employed at the ratio of [XX] door supervisor for every 100 customers (or part thereof).
17. Door supervisors shall be employed by the premises based upon a risk assessment carried out in relation to the following factors:
 - (i) Size of the venue
 - (ii) Expected attendance
 - (iii) Type of event taking place
 - (iv) Location of the premises
 - (v) Time of year
 - (vi) Special occasion (New Year, Halloween, Local events etc.)
 - (vii) Premises Licence Conditions

18. At least [XX] female door supervisor(s) shall be on duty at the premises at such times as door supervisors are required to be provided.
19. All door supervisors, and other persons engaged at the premises for the purpose of supervising or controlling queues or customers, must wear [high visibility jackets or vests or armbands].
20. Any door supervisors on duty at the premises must be supplied by an SIA-Approved Contractor Scheme company.
21. The Designated Premises Supervisor or on-duty manager must ensure that all door supervisors on duty at the premises are correctly displaying their current SIA accreditation and are briefed on their responsibilities and relevant company operating procedures before they commence duty.
22. Door supervisors must be provided with radios to enable them to contact each other and the duty manager at the premises.
23. Where SIA registered door supervisors are used at the premises, a record must be kept of their SIA registration number and the dates and times when they are on duty.

Bodycams

24. On [specify days/hours], at least [insert number] of SIA registered door supervisors on duty at [specify location at the premises] [or as shown on the plan] must wear working body cams.
25. All body cams must:
 - (i) be activated by the wearer to record any incident of crime and disorder they witness;
 - (ii) provide a continuous recording loop designed to ensure that relevant information is still captured if the User is unable to immediately activate the recording;
 - (iii) produce an acceptable video recording under street lighting and inside buildings, including low-light conditions
 - (iv) be overt, be pointed correctly to ensure best evidence is captured, and worn so that it will not be obscured by clothing;
 - (v) be capable of clearly recording a conversation between the User and people in close proximity; and be optimised to record speech rather than background noise;
 - (vi) record synchronised video and audio;
 - (vii) employ a wide-angle lens that records a broad scene in full focus;
 - (viii) be securely attached to avoid accidental loss and malicious removal
 - (ix) be equipped with sufficient storage and battery capacity to cover the requirements of a working shift.
 - (x) record in a format viewable in its original format using free software including VLC media player
 - (xi) when transferred off the device, recordings should be preserved in their original format and any metadata retained
 - (xii) must always show the correct time and date in video footage, for evidential continuity

- (xiii) be capable of still capturing video if the microphone malfunctions, and audio is still captured if the camera malfunctions.
- (xiv) not overwrite data once recording capacity is reached.
- 26. A record must be kept of the SIA registration number of the door supervisor and the ID of bodycam worn by them.
- 27. Bodycam images must be stored so that they are retrievable and accessible for replay and viewing, and kept in an environment that will not be detrimental to the quality or capacity for future viewing. They should be appropriately labelled to enable identification and retrieval and kept for a minimum of 28 days.
- 28. The premises licence holder must ensure there are members of trained staff at the premises during operating hours able to provide viewable copies on request to police or authorised local authority officers as soon as is reasonably practicable in accordance with the Data Protection Act 1998 (or any replacement legislation).

CCTV

- 29. The premises licence holder must ensure that:
 - (i) CCTV cameras are located within the premises to cover all public areas including all entrances and exits [The location of cameras could also be specified on the plan attached to the premises licence].
 - (ii) The system records clear images permitting the identification of individuals.
 - (iii) The CCTV system is able to capture a minimum of 24 frames per second and all recorded footage must be securely retained for a minimum of 28 days.
 - (iv) The CCTV system operates at all times while the premises are open for licensable activities [or specify timings].
 - (v) All equipment must have a constant and accurate time and date generation.
 - (vi) The CCTV system is fitted with security functions to prevent recordings being tampered with, i.e. password protected.
 - (vii) There are members of trained staff at the premises during operating hours able to provide viewable copies on request to police or authorised local authority officers as soon as is reasonably practicable in accordance with the Data Protection Act 1998 (or any replacement legislation).

Preventing illegal drug use

- 30. There shall be a lockable 'drugs box' at the premises to which no member of staff, except the DPS and/or [designated role-holder at business], shall have access. All controlled drugs (or items suspected to be, or containing controlled drugs) found at the premises must be placed in this box as soon as practicable. Whenever this box is emptied, all its contents must be given to Greater Manchester Police for appropriate disposal.

Promotional activity

- 31. The premises licence holder must submit to [insert contact details for Responsible Authority] a completed risk assessment form as prescribed at least 28 days before any event that is

- (i) carried on by any person not affiliated with the venue; and
 - (ii) promoted / advertised to the public.
32. No promotional social media communication may be carried on for the purpose of encouraging the sale or supply of alcohol at the premises, which can reasonably be considered to condone, encourage or glamorise antisocial behaviour or to refer to the effects of drunkenness in any favourable manner.

Incident reporting

33. An incident log (which may be electronically recorded) shall be kept at the premises for at least six months, and made available on request to the police or an authorised officer of the licensing authority, which will record the following incidents including pertinent details (delete as appropriate):
- (i) All alleged crimes reported to the venue or by the venue to the police
 - (ii) All ejections of patrons
 - (iii) Any complaints received
 - (iv) Any incidents of disorder
 - (v) Seizures of drugs, offensive weapons, fraudulent ID or other items
 - (vi) Any faults in the CCTV system, searching equipment or scanning equipment
 - (vii) Any refusal of the sale of alcohol
 - (viii) Any faults in the CCTV system, searching equipment or scanning equipment
 - (ix) Any visit by a responsible authority or emergency service
 - (x) The times on duty, names and the licence numbers of all licensed door supervisors employed by the premises.

Staff training (alcohol & vulnerability welfare)

- 34a) All staff authorised to sell alcohol shall be trained in (delete as appropriate):
- (i) Relevant age restrictions in respect of products
 - (ii) Prevent underage sales
 - (iii) Prevent proxy sales
 - (iv) Maintain the refusals log
 - (v) Enter sales correctly on the tills so the prompts show as appropriate
 - (vi) Recognising signs of drunkenness and vulnerability
 - (vii) How over service of alcohol impacts on the four objectives of the Licensing Act 2003
 - (viii) How to refuse service

- (ix) The premises' duty of care policy, understanding and dealing with situations involving vulnerable people, and incidents of harassment
- (x) Action to be taken in the event of an emergency, including the preservation of a crime scene and reporting an incident to the emergency services
- (xi) The conditions in force under this licence.
- 34b) Training must include evidence that the trainee has gained knowledge and understanding of the training, which may consist of a test or quiz, completed and signed by the trainee.
- 34c) Documented records of training completed shall be kept for each member of staff. Training shall be regularly refreshed and at no greater than 6 [or specify] monthly intervals. Training records shall be made available for inspection upon request by a police officer or an authorised officer of Manchester City Council.

Preventing and dealing with drunkenness and vulnerability

- 35. The premises shall have a documented Duty of Care policy for managing intoxicated and vulnerable customers and dealing with incidents of harassment at the premises. The policy shall also include provision for persons refused entry to the premises who are also considered vulnerable by staff.
- 36. The premises shall display prominent signage indicating [at any point of sale] [at the entrance to the premises] [in all areas where alcohol is located] that it is an offence to sell alcohol to anyone who is drunk.
- 37. A Personal licence Holder must be present at the premises to supervise all sales of alcohol.
- 38. A minimum of [specify] persons must be employed and on duty at the premises between [specify days/hours] who are specifically tasked to maintain the safety of customers who may be vulnerable, ill or in distress as a result of alcohol and/or drug-related intoxication. Such persons must be trained on drunkenness, vulnerability, and drugs awareness in the night-time economy; and responding to these matters.
- 39. The premises shall provide facilities for customers to securely recharge their mobile phones.

Glassware and use of ice fountains / bottle sparklers

- 40. Drinks must only be served in polycarbonate/plastic containers [on specified days or events] [upon reasonable notice by Greater Manchester Police].
- 41. Customers will not be permitted to remove from the premises any drinks supplied by the premises (alcoholic or otherwise) in open containers [except for consumption in any delineated external area as shown on the plan attached to the licence].
- 42. Spirit, Champagne and all other glass bottles greater than [70cl] are restricted to customers seated at a [table] [booth] in the delineated area[s] as shown on the plan attached to the licence. These bottles must be secured to the table or ice bucket and must only be dispensed by a member of staff who is trained in the responsible service of alcohol. Customers must not be permitted to leave their table carrying any such bottle, or be permitted to drink directly from the bottle.
- 43. Ice fountains or similar products (which are classed as HT4 explosives):

- a) Must be kept in their original packaging and only stored in a secure store room or fire-resistant cabinet that the public have no access to. The room/cabinet must be kept locked, except for the depositing or removal of products but must be locked immediately thereafter.
- b) Their use must be risk assessed in advance and appropriate control measure put in place to reduce the risk to staff and customers, which must include (but is not limited to):
 - (i) staff training in their safe use and dispersal
 - (ii) the provision of appropriate first aid training and equipment
 - (iii) suitability of areas of the premises where the products will be used
- c) The risk assessment and control measures identified must be documented, kept on the premises and made available for inspection to a police, fire or authorised officer upon request.

Preventing underage sales

- 44. The Challenge 25 scheme must be operated to ensure that any person who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age shall only comprise a passport, photo card driving licence, an EU/EEA national ID card or similar document, an HM Forces warrant card, a card bearing the PASS hologram, or any electronic or biometric age verification technology approved by the licensing authority.
- 45. The premises shall display prominent signage indicating [at any point of sale] [at the entrance to the premises] [in all areas where alcohol is located] that the Challenge 25 scheme is in operation.
- 46. The premises shall display prominent signage indicating [at any point of sale] [at the entrance to the premises] [in all areas where alcohol is located] that it is an offence to buy or attempt to buy alcohol for a person who is under 18 and for a person under the age of 18 to buy or attempt to buy alcohol.
- 47. A refusals record must be kept at the premises which details all refusals to sell alcohol. This record must include the date and time of the incident, a description of the customer, the name of the staff member who refused the sale, and the reason the sale was refused. All entries must be made within 24 hours of the refusal. The record must be made available for inspection and copying within [specify days / hours or a reasonable time] of a request by an officer of a Responsible Authority.

Alcohol deliveries

- 48. The premises licence holder shall provide the following information in writing to the licensing authority before any sale of alcohol is carried out (and notify change to this information to the licensing authority within 7 days):
 - (i) The trading name of any company that will operate under the licence
 - (ii) All telephone numbers that will be used to accept orders
 - (iii) The URL/website address that will be used to accept orders.
- 49. Any promotional material and/or any website home page used as part of the business operating under this licence will clearly state the premises licence number. For the avoidance of doubt, this includes flyers, leaflets and business cards promoting the business.

50. All deliveries of alcohol shall only be delivered to a premises address with a valid postcode and will only be delivered directly to that property.

Restaurants and takeaways (alcohol)

51. The premises must only operate as a restaurant:
- (i) in which customers are seated at a table,
 - (ii) which provides food in the form of substantial table meals that are prepared on the premises and are served and consumed at the table using non-disposable crockery,
 - (iii) which do not provide any take away service of food or drink for immediate consumption, and
 - (iv) where alcohol must not be sold, supplied, or consumed on the premises otherwise than to persons who are taking substantial table meals and provided always that the consumption of alcohol by such persons is ancillary to taking such meals.
52. Sales of alcohol for consumption off the premises shall only be supplied with, and ancillary to, a takeaway meal.

Restricting alcohol sales in relation to designated special events, eg. football matches

53. Prior to any [designated special event by Greater Manchester Police] [‘designated sporting event’ (as defined in the Sporting Events Control of Alcohol Act 1985)] the premises licence holder shall ensure that:
- (i) Alcohol sales in respect of cans of beer or cider are limited to no more than four cans per person for a minimum of four hours before the commencement of the relevant designated [special] [sporting] event
 - (ii) No sales of alcohol in bottles or glass containers are made in the period four hours before the commencement of the designated [special] [sporting] event
 - (iii) Alcohol sales cease for a period of one hour immediately before the commencement of the relevant designated [special] [sporting] event
 - (iv) On any day where there is a relevant designated [special] [sporting] event taking place, the premises will not externally advertise as a result of a local store promotion the availability of beer or cider in such a way as to be likely to be the sole inducement to attract persons to the premises who are either attending the designated [special] [sporting] event or in the vicinity of the premises as a result of the designated [special] [sporting] event
 - (v) All members of staff working at the premises are informed of this condition prior to taking up employment
 - (vi) On the day of the relevant designated [special] [sporting] event, upon the direction of a police officer, using the grounds of the prevention of crime and disorder or public safety, the premises will immediately cease to sell alcohol until further directed.

Use of special effects

54. Any special effects or mechanical installations shall be arranged and stored so as to minimise any risk to the safety of those using the premises. The following special effects will only be used if 10 days' prior notice is given to the licensing authority where consent has not previously been given:
- (i) Dry ice and cryogenic fog
 - (ii) Smoke machines and fog generators
 - (iii) Pyrotechnics, including fireworks
 - (iv) Firearms (eg. Blank firing pistols)
 - (v) Lasers
 - (vi) Explosives and highly flammable substances
 - (vii) Real flame
 - (viii) Strobe lighting.

Emergencies

55. The premises licence holder shall ensure that at all times when the public is present there is at least one competent person able to administer first aid, that an adequate and appropriate supply of first aid equipment and materials is available on the premises, and that adequate records are maintained in relation to the supply of any first aid treatment.
56. All external emergency exit doors shall be fitted with sensor alarms and visible indicators to alert staff when the doors have been opened.
57. All staff on duty at the premises shall be trained in the Emergency and Evacuation procedures for the premises and aware of their individual responsibilities. This includes any door supervisors. Documented records of training completed shall be kept for each member of staff. Training shall be regularly refreshed and at no greater than [specify] monthly intervals. Training records shall be made available for inspection upon request by a police officer or an authorised officer of Manchester City Council.
58. The premises shall have a minimum 20m rescue throwline available on the premises for emergency use. All on-duty staff (including security) shall be knowledgeable of its location and the manufacturer's instructions for use.

Preventing noise and other public nuisances

59. All external windows and doors must be kept shut at all times when regulated entertainment is being provided. Doors may be opened for normal entrance and egress of people but must be shut immediately thereafter.
60. No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises that gives rise to a nuisance.

61. A noise limiting device must be installed and must operate at all times regulated entertainment takes place at the premises. The device must be of a type, in a location and set at a level [specify if known] [approved in writing by the appropriate officer of the Council].
62. The location and orientation of loudspeakers must be as specified on the attached premises plan.
63. An [acoustic lobby / acoustic door / acoustic curtains/ acoustic door seals / automatic door closer] must be installed [specify the location / define on plan].
64. There shall be no noise or odours caused by the kitchen extraction equipment that gives rise to a nuisance.

Deliveries (nuisance)

65. A direct telephone number for the duty manager must be prominently displayed where it can conveniently be read from the exterior of the premises by the public. The telephone must be manned at all times the premises is open for licensable activities.
66. No deliveries or collections relating to licensable activities at the premises will take place between the hours of [insert hours].
67. Delivery drivers shall conduct the delivery in a manner that will not cause a noise disturbance to the occupiers of any residential properties surrounding the delivery address. This includes the avoidance of slamming doors, playing loud music, shouting, over-revving engines and sounding horns to signal their arrival. The driver shall turn the engine off immediately upon arrival at the delivery address and will park considerately without causing any obstruction to the highway.
68. Customers must be instructed when placing the order that they will not be able to collect the order from the vehicle. All deliveries will only be made directly to the property address and customers will not be permitted to take orders from the vehicle.

Smoking and other external areas

69. Customers permitted to temporarily leave and then re-enter the premises to smoke must be restricted to a designated smoking area defined as [specify location / mark on plan]. No more than [insert number] of customers will be permitted to remain in the designated smoking area at any one time.
70. Clear and legible notices must be prominently displayed at any area used for smoking requesting customers to respect the needs of local residents and use the area quietly.
71. No more than [insert number] customers will be permitted to enter or remain in [define outdoor area(s)] of the premises at any one time, between the hours of [specify].

Litter and cleansing

72. At [specify times] [specify areas] outside the premises, including [specify areas] must be swept and/or washed, and litter and sweepings collected and stored [specify storage and collection].
73. All takeaway packaging and wrappers shall clearly identify the premises, i.e.. by way of company logo or name.

74. Where the premises provide late night refreshments for consumption off the premises sufficient waste bins must be provided at or near the exits, to enable the disposal of waste.
75. Empty bottles which have been collected must be placed into locked bins when deposited outside.
76. All waste shall be properly presented and placed out for collection no earlier than 30 minutes before the scheduled collection times.
77. Between the hours of [insert hours] no waste/glass bottles will be moved or deposited outside.

Children on the premises

78. No person under the age of [insert age] years of age is permitted to enter or remain on the licensed premises when alcohol is being sold or supplied.
79. The PLH/DPS will provide [specify ratio] adult supervisors at a ratio of [specify ratio] who can provide care for the children as they move from stage to dressing room etc., and to ensure that all children can be accounted for in case of an evacuation or an emergency.
80. The licence holder and/or DPS shall ensure that any child performer is licensed with Manchester City Council's Licensing Unit and accompanied by a registered chaperone. Documented records should be kept for six months, including the child's name, their licence number and chaperone details.
81. Where children are allowed on the premises, information shall be displayed [location] on what to do if there is a cause for concern regarding a child's welfare. This shall include reporting to Oldham Council via its Contact Centre on 0161 770 7777, or the NSPCC on 0808 800 5000 (free 24-hour service) or dialling 999 in the event of an immediate threat.

Late night refreshment

82. Any hot food or hot drink provided after 11pm (late night refreshment) under this licence must only be consumed on the premises.
83. Between [specify hours from 11pm/days] customers must not be permitted to remove from the premises any hot food or hot drink (late night refreshment) provided at the premises.

Large events

84. The Premises licence Holder must comply with the Event Management Plan submitted to and approved by the Licensing Authority and no changes will be made to the Event Management Plan without the prior written consent of the Licensing Authority.

Boxing and wrestling (including MMA and other combat sports)

85. The Premises licence Holder must comply with the Event Management Plan submitted to and approved by the Licensing Authority and no changes will be made to the Event Management Plan without the prior written consent of the Licensing Authority. The Plan must set out (but is not limited to):
 - (i) how fighters will be matched
 - (ii) the measures that will be in place to ensure the safety and welfare of competitors; including medical facilities and qualified staff provision

- (iii) fighter details
- (iv) layout of the venue
- (v) competition rules
- (vi) referee details including qualifications.

Adult entertainment

86. The premises may not show R18 films without the benefit of a sex cinema licence.
87. No person under the age of 18 will be permitted to enter or remain on the premises when any “relevant entertainment” (as defined in Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 is taking place.

For reference:

Relevant entertainment is ‘Any live performance or any live display of nudity, which is of such a nature that, ignoring financial gain, it must reasonably be assumed to be provided solely or principally for the purpose of sexually stimulating any member of the audience (whether by verbal or other means).

Display of nudity means in the case of a women - exposure of her nipples, pubic area, genitals or anus; and in the case of a man - exposure of his public area, genitals or anus.

The audience can consist of one person.

Dispersal

88. The dispersal of customers from the premises must be managed in accordance with the following:
- (i) Clear and legible notices must be prominently displayed at all exits requesting customers to respect local residents and leave the area quietly.
 - (ii) Public announcements requesting customers to leave quietly to minimise disturbance to nearby residents
 - (iii) A [specify minutes] period where [music volume is reduced / lighting increased / alcohol sales cease].
 - (iv) A suitable member of staff or a Door Supervisor[s] will be visible at each public entrance / exit to control the dispersal, to remind people to leave quietly, and to prevent patrons from re-entering the premises, and shall deter customers from using private hire vehicles without a prior booking
 - (v) All drinks and glass vessels must be removed from patrons as they leave to ensure no glass leaves the premises.
89. From no later than 1 hour before the premises closes to the public, a member of staff shall be dedicated to monitor the dispersal of customers and ensure patrons do not contribute to anti-social behaviour in the vicinity. They will be easily identifiable by way of their uniform or high visibility jacket / vest; will have a detailed knowledge of all transport options in the area and provide directions for patrons who may be loitering in the vicinity of the premises.

Mandatory Conditions

Mandatory Condition	Applicable to
<p>No supply of alcohol may be made under the premises licence –</p> <p>(a) at a time where there is no designated premises supervisor in respect of the premises licence, or</p> <p>(b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.</p>	<p>Any premises licence or which authorises the sale of alcohol.</p>
<p>(1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.</p> <p>(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—</p> <p>(a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—</p> <p>(i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or (ii) drink as much alcohol as possible (whether within a time limit or otherwise);</p> <p>(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;</p> <p>(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;</p> <p>(d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;</p> <p>(e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).</p>	<p>Any premises licence or club premises certificate which authorises the sale of alcohol for consumption on the premises.</p>
<p>The responsible person shall ensure that free potable water is provided on request to customers where it is reasonably available.</p>	<p>Any premises licence or club premises certificate which authorises the sale of alcohol for consumption on the premises.</p>

<p>(i) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.</p> <p>(ii) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.</p> <p>(iii) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either— (a) a holographic mark, or (b) an ultraviolet feature.</p> <p>The responsible person must ensure that—</p> <p>(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—</p> <p>(i) beer or cider: 1/2 pint;</p> <p>(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and (iii) still wine in a glass: 125 ml;</p> <p>(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and</p> <p>(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.</p>	<p>Any premises licence or club premises certificate which authorises the sale of alcohol for consumption on the premises</p>
<p>(1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.</p> <p>(2). For the purposes of the condition set out in paragraph 1—</p> <p>(a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;</p> <p>(b) “permitted price” is the price found by applying the formula— $P = D + (D \times V)$ where—</p> <p>(i) P is the permitted price,</p> <p>(ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and</p> <p>(iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;</p> <p>(c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence.</p>	<p>Any premises licence or club premises certificate which authorises the sale of alcohol.</p>





Report to OVERVIEW AND SCRUTINY BOARD

GM Clean Air Plan: Consultation

Portfolio Holder: Cllr B Brownridge, Cabinet Member for Neighbourhoods and Culture

Officer Contact: Deputy Chief Executive

Report Author: Carol Brown, Director of Environmental Management and Neil Crabtree, Head of Public Protection
Ext. 4424

9 March 2021

Purpose of the Report

This report is to provide an update on the progress made to ensure compliance with the Governments Direction on Air Quality and Minimum Licensing Standards.

Update

1.1 In Greater Manchester, the 10 local authorities, the Greater Manchester Combined Authority (GMCA) and Transport for Greater Manchester (TfGM), collectively referred to as "Greater Manchester" or "GM", have worked together to develop a Clean Air Plan to tackle NO₂ Exceedances at the Roadside, referred to as GM CAP. This report sets the progress of the GM CAP and the next steps for the development of the Clean Air Plan and the closely linked Minimum Licensing Standards (MLS) for taxi and private hire services. Key developments include:

- There has been no confirmation or offer of government funding for LGVs or hackneys, or the taxi and private hire electric vehicle charge points.
- GM was awarded £14.7m of funding for the retrofitting of buses, and this work commenced in December 2020. GM's bus retrofit fund offers operators of locally registered bus services up to £16k of funding per vehicle towards the retrofit of non-compliant buses. The funding is available for vehicles, including minibuses and coaches, operating on a registered bus service within Greater Manchester. This includes cross-boundary services operating within the GM CAZ boundary.

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- 2.1 Air quality is legally monitored, and the Government has directed GM (and other areas) under UK law to address exceedance of the Annual Average standard for NO₂ which is set at 40 ug/m³. As GM Clean Air Plan is required to take action to tackle nitrogen dioxide exceedances until compliance with legal limits has been demonstrated (over a number of years), the nearer term influence of COVID-19 on air quality is not expected to lead to sufficiently long term reductions in pollution such that the modelled exceedances of the legal NO₂ limits will be met without implementing a Clean Air Zone.
 - 2.2 GM Clean Air Plan (CAP) and Minimum Licensing Standards (MLS) consultation responses are currently being analysed and reported on by an independent research agency. GM authorities will fully consider all of the information and evidence gathered during the consultation, so that they can understand the consequences COVID-19 has had on vehicle owners and trades which will be directly affected by the GM CAP and MLS.
 - 2.3 TfGM is undertaking on behalf of the ten Greater Manchester Authorities preparatory implementation work and contract arrangements required to deliver the CAZ and other GM CAP measures. Preparatory work is required in order to maintain delivery momentum in line with the funding arrangements agreed with JAQU, for example in relation to automatic number plate recognition (ANPR) cameras, back office systems and service providers.
 - 2.4 The governance approach to both GM CAP and MLS, with the GM CAP final plan is to be brought forward for decision makers as soon as is reasonably practicable and no later than summer 2021, and the outputs of the MLS to be reported alongside the GM CAP at the same time.
 - 2.5 Full Cabinet report for reference and attached as an appendix.



GM Clean Air Plan
Consultation - Cabin

Recommendations

1. Members are requested to note the update on the work which continues to secure compliance with the current Government Direction on Air Quality as soon as reasonably practicable and no later than summer 2021.

3 Key Issues for Overview and Scrutiny to Discuss

- 3.1 The challenges around the need to meet the requirements of the Government Direction together with neighbouring GM authorities within the tight timescale and any concerns Members have around the process would be useful to discuss.

4 Key Questions for Overview and Scrutiny to Consider

- 4.1 The timescale for a further briefing – It is suggested that June/July would allow for the work outlined in this report leading to a Clean Air Zone implementation programme would be appropriate.

5. Links to Corporate Outcomes

- 5.1 Clean Air has a direct link to the Councils priorities related to both the Green and Healthy agenda's.

6 Consultation

- 6.1 Full consultation has been undertaken on the Cabinet update report from the 22 February 2021.

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Report to CABINET

GM Clean Air Plan: Consultation

Portfolio Holder: Cllr B Brownridge, Cabinet Member for Neighbourhoods and Culture

Officer Contact: Deputy Chief Executive

Report Author: Carol Brown, Director of Environment
Ext. 4424

22 February 2021

Reason for Decision

To set out the progress that has been made on the development of Greater Manchester's Clean Air Plan following a public consultation on proposals that were developed pre-COVID-19 and the link to taxi and private hire common minimum licensing standards.

Executive Summary

In Greater Manchester, the 10 local authorities, the Greater Manchester Combined Authority (GMCA) and Transport for Greater Manchester (TfGM), collectively referred to as "Greater Manchester" or "GM", have worked together to develop a Clean Air Plan to tackle NO₂ Exceedances at the Roadside, referred to as GM CAP. This report sets the progress of the GM CAP and the next steps for the development of the Clean Air Plan and the closely linked Minimum Licensing Standards (MLS) for taxi and private hire services.

Recommendations

Cabinet is requested to:

1. Note the progress of the Greater Manchester Clean Air Plan;
2. Note the next steps for the development of the Clean Air Plan and Minimum Licensing Standards, listed at Section 12;
3. Note the distribution of Bus Retrofit funding commenced in December 2020;

4. Note that Government ministers have agreed to consider extending Greater Manchester's Clean Air Zone (CAZ) charges to the sections of the A628/A57 which form part of the Strategic Road Network, within the proposed CAZ boundary, subject to the outcomes of an assessment, which is expected to be completed by early 2021;
5. Note that the GM Clean Air Plan is required to take action tackle nitrogen dioxide exceedances until compliance with the legal limits has been demonstrated and that the nearer term influence of COVID-19 on air quality is not expected to lead to sufficiently long term reductions in pollution such that the exceedances of the legal limits of nitrogen dioxide will not occur without implementing a Clean Air Zone;
6. Note that the GM CAP final plan will be brought forward for decision makers as soon as is reasonably practicable and no later than summer 2021;
7. Note that the outputs of the MLS will be reported alongside the GM CAP as soon as is reasonably practicable and no later than summer 2021; and
8. Agree to the establishment of joint committees for the purposes as set out in this report at paragraph 9.5 and the terms of reference, as set out in Appendix 6.
9. Appoint Cabinet Member, Neighbourhoods and Culture, Cllr B Brownridge, to sit on both committees for purposes as set out in this report at paragraph 9.5 with specific terms of reference, as set out in Appendix 6.
10. Appoint Deputy Cabinet Member for Neighbourhoods and Culture, Cllr A Ur-Rehman, as substitute for both committees for purpose as set out in this report at paragraph at 9.5 with specific terms of reference, as set out at Appendix 6.
11. Oldham Council agrees to enter into a collaboration agreement with the other 9 GM local authorities and GMCA/TfGM to clarify the rights, responsibilities and obligations of the authorities in relation to those contracts set out in Appendix 2 that are required to maintain delivery momentum in line with JAQU funding agreements.
12. Agree a delegation to Deputy Chief Executive and Cabinet Member, Neighbourhoods and Culture to agree the final form of the collaboration agreement and to approve the submission of supplementary information to the Government's Joint Air Quality Unit (JAQU).
13. Agree a delegation to Deputy Chief Executive and Cabinet Member, Neighbourhoods and Culture to award the contracts set out in Appendix 2 (subject to government funding) that are required to implement a charging Clean Air Zone in Spring 2022 to ensure the achievement of Nitrogen Dioxide compliance in the shortest possible time and by 2024 at the latest as required by the Ministerial Direction.

GM Clean Air Plan: Consultation**1 EXECUTIVE SUMMARY**

1.1 In Greater Manchester, the 10 local authorities, the Greater Manchester Combined Authority (GMCA) and Transport for Greater Manchester (TfGM), collectively referred to as “Greater Manchester” or “GM”, have worked together to develop a Clean Air Plan to tackle NO₂ Exceedances at the Roadside, referred to as GM CAP. This report sets the progress of the GM CAP and the next steps for the development of the Clean Air Plan and the closely linked Minimum Licensing Standards (MLS) for taxi and private hire services. Key developments since the last GMCA report include:

- Since the last report there has been no confirmation or offer of government funding for LGVs or hackneys, or the taxi and private hire electric vehicle charge points.
- Government ministers have agreed to consider extending Greater Manchester’s Clean Air Zone (CAZ) charges to the sections of the A628/A57 in Tameside which form part of the Strategic Road Network, within the proposed CAZ boundary. The extension of any charges to the A628/A57 will be subject to a full assessment of the potential impacts, to be led by Highways England. Following the assessment ministers will take the final decision on whether or not charging should be implemented on the A628/A57.
- GM was awarded £14.7m of funding for the retrofitting of buses, and this work commenced in December 2020. GM’s bus retrofit fund offers operators of locally registered bus services up to £16k of funding per vehicle towards the retrofit of non-compliant buses. The funding is available for vehicles, including minibuses and coaches, operating on a registered bus service within Greater Manchester. This includes cross-boundary services operating within the GM CAZ boundary.

1.2 The report sets out the near-term impacts of COVID-19 government restrictions on movement on air quality. It sets out how air quality is legally monitored, and how the Government has directed GM (and other areas) under UK law to address exceedance of the Annual Average standard for NO₂ which is set at 40 ug/m³. As GM Clean Air Plan is required to take action to tackle nitrogen dioxide exceedances until compliance with legal limits has been demonstrated (over a number of years), the nearer term influence of COVID-19 on air quality is not expected to lead to sufficiently long term reductions in pollution such that the modelled exceedances of the legal NO₂ limits will be met without implementing a Clean Air Zone.

1.3 The report sets out that following the conclusion of the consultation, both GM CAP and MLS consultation responses are being analysed and reported on by an

independent research agency. GM authorities will fully consider all of the information and evidence gathered during the consultation, so that they can understand the consequences COVID-19 has had on vehicle owners and trades which will be directly affected by the GM CAP and MLS.

- 1.4 The report and appendices also set out the work TfGM is undertaking on behalf of the ten Greater Manchester Authorities in the preparatory implementation and contract arrangements required to deliver the CAZ and other GM CAP measures. Preparatory work is required in order to maintain delivery momentum in line with the funding arrangements agreed with JAQU, for example in relation to automatic number plate recognition (ANPR) cameras, back office systems and service providers.
- 1.5 The report then covers the consultation approach, engagement activity, additional research undertaken and the number of responses to both the GM CAP and MLS consultations.
- 1.6 The report also sets out the governance approach to both GM CAP and MLS, with the GM CAP final plan to be brought forward for decision makers as soon as is reasonably practicable and no later than summer 2021, and the outputs of the MLS to be reported alongside the GM CAP at the same time.
- 1.7 Due to the dynamic context of COVID-19 and national and regional/local lockdowns, progress on the development of the final plan will be provided by the Green City Region Lead, as required at GMCA meetings.

2 BACKGROUND

- 2.1 In March 2018 the Secretary of State issued a Direction under the Environment Act 1995 requiring Oldham Council to produce a feasibility study to identify the option which will deliver compliance with the requirement to meet legal limits for nitrogen dioxide in the shortest possible time. Oldham Council complied with this Direction by the production of a feasibility study submitted to the Government's Joint Air Quality Unit (JAQU) in July 2018. Oldham Council is also required to address the exceedances that have been identified within its boundary during the Target Determination exercise. Oldham Council confirmed in its supplemental plan that the exceedance identified in Oldham was being addressed as part of the Greater Manchester plan. This has been acknowledged by Government.
- 2.2 Oldham Council has therefore been developing the study collectively with the other 9 Greater Manchester local authorities and the GMCA, and coordinated by TfGM in line with Government direction and guidance and an Outline Business Case (OBC) was duly submitted in March 2019.
- 2.3 Oldham Council along with the other 9 Greater Manchester local authorities is now subject to a Ministerial direction dated 16 March 2020 requiring the submission of an Interim FBC (along with confirmation that all public consultation activity has completed) as soon as possible and by no later than 30 October 2020. Under this direction Oldham Council along with the other 9 Greater Manchester local authorities is under a legal duty to ensure that the GM CAP (Charging Clean Air

Zone Class C with additional measures) is implemented so that NO₂ compliance is achieved in the shortest possible time and by 2024 at the latest and that human exposure is reduced as quickly as possible.

3 INTRODUCTION

- 3.1 Poor air quality is the largest environmental risk to the public's health. Taking action to improve air quality is crucial to improve population health.
- 3.2 Whilst air quality has been generally improving over time, particular pollutants remain a serious concern in many urban areas. These are oxides of nitrogen (NO_x) and its harmful form nitrogen dioxide (NO₂), and particulate matter (PM).
- 3.3 In Greater Manchester, road transport is responsible for approximately 80% of NO₂ concentrations at roadside, of which diesel vehicles are the largest source.
- 3.4 Long-term exposure to elevated levels of particulate matter (PM_{2.5}, PM₁₀) and NO₂ may contribute to the development of cardiovascular or respiratory disease and may reduce life expectancy¹. The youngest, the oldest, those living in areas of deprivation, and those with existing respiratory or cardiovascular disease are most likely to develop symptoms due to exposure to air pollution^{2,3}.
- 3.5 Public Health England estimate the health and social care costs across England due to exposure to air pollution will be £5.3 billion by 2035 for diseases where there is a strong association with air pollution, or £18.6 billion for all diseases with evidence of an association with air pollution⁴.
- 3.6 The Secretary of State has instructed many local authorities across the UK to take quick action to reduce harmful Nitrogen Dioxide (NO₂) levels, issuing a direction under the Environment Act 1995 to undertake feasibility studies to identify measures for reducing NO₂ concentrations to within legal limit values in the "shortest possible time". In Greater Manchester, the 10 local authorities, the Greater Manchester Combined Authority (GMCA) and Transport for Greater Manchester (TfGM), collectively referred to as "Greater Manchester" or "GM", have worked together to develop a Clean Air Plan to tackle NO₂ Exceedances at the Roadside, referred to as GM CAP.
- 3.7 The core goal of the GM Clean Air Plan is to address the legal requirement to remove ALL concentrations of NO₂ that have been forecast to exceed the legal Limit Value (40 µg/m³) identified through the target determination process in the "shortest possible time" in line with Government guidance and legal rulings.

¹ Air Quality – A Briefing for Directors of Public Health (2017), <https://www.local.gov.uk/air-quality-briefing-directors-public-health>

² Air Quality – A Briefing for Directors of Public Health (2017), <https://www.local.gov.uk/air-quality-briefing-directors-public-health>

³ RCP and RCPCH London, Every breath we take lifelong impact of air pollution (2016), <https://www.rcplondon.ac.uk/projects/outputs/every-breath-we-take-lifelong-impact-air-pollution>

⁴ <https://www.gov.uk/government/news/new-tool-calculates-nhs-and-social-care-costs-of-air-pollution>

- 3.8 Throughout the development of the plan GM has considered a range of options to deliver compliance, overseen by the GM Steering Group⁵, and to understand the type and scale of intervention needed to reduce NO₂ to within legal Limit Values in the “shortest possible time” across Greater Manchester.
- 3.9 A best performing option was recommended within an Outline Business Case (OBC) for further consideration and discussion with stakeholders and the public to aid the development of the Full Business Case.
- 3.10 In March 2019 the GM Authorities agreed the submission of the OBC that proposed a package of measures that was considered would deliver compliance in the shortest possible time, at the lowest cost, least risk and with the least negative impacts.
- 3.11 The OBC made clear the expectation that the UK Government would support the plans through:
- Clear arrangements and funding to develop workable, local vehicle scrappage / upgrade measures;
 - Short term effective interventions in vehicle and technology manufacturing and distribution, led by national Government with local authorities;
 - Replacement of non-compliant buses; and
 - A clear instruction to Highways England with regard to air pollution from the Strategic Road Network (SRN) in Greater Manchester⁶.
- 3.12 The GMCA – Clean Air Update report on 29 May 2020⁷ detailed that in March 2020 the Government provided initial funding of £41m for clean vehicle funds to award grants or loans to eligible businesses: £15.4m for bus retrofit, £10.7m for Private Hire Vehicles, £8m for HGVs, £4.6m for coaches and £2.1m for minibuses. Note: These figures include JAQU estimated delivery costs at 5%.
- 3.13 The GMCA – Clean Air Update report on 31 July 2020⁷ detailed updates on the developments of the GM Clean Air Plan including the Light Goods Vehicles (LGV) and hackney carriage funding position, interaction with the strategic route network and Highways England, confirmed arrangements for distributing funding received for bus retrofit and highlighted separate discussions with DfT about funding for bus replacement.

⁵ Members include Directors or Assistant Directors from each GM authority.

⁶ GM Authorities are directed to take action on the local road network those roads managed by Highways England, such as motorways and trunk roads are excluded from the Clean Air Plan.

⁷ Also considered by the GM Authorities through their own constitutional decision-making arrangements.

- 3.14 It set out a proposal for consultation, detailed the positions for consultation on the daily charges, discounts and exemptions, and the proposed funding offer for each of the supporting funds, and the Vehicle Finance offer. The report also considered the proposed Governance arrangements for the CAZ and that TfGM will act as an 'operating body' responsible for day to day operation of the CAZ and the implementation of other GM CAP measures.
- 3.15 The report also highlighted the link to taxi and private hire vehicle common minimum licensing standards (MLS). In 2018, GM's ten local authorities agreed to collectively develop, approve and implement a common set of minimum licensing standards (MLS) for Taxi and Private Hire services that cover the whole of GM and to undertake parallel consultations for MLS and GM CAP, to ensure that so those affected by both policy positions can understand the full impact of the proposals and respond to the consultations.

4 COVID-19: THE IMPACT ON AIR QUALITY

- 4.1 Since the COVID-19 pandemic has progressed there have been many questions asked about what its effects on traffic mean for Greater Manchester's Clean Air Plan (GM CAP). In particular, the GM Authorities have been asked for comparative data for Air Quality monitoring for this year – during the full lockdown period and more recently - compared with last year.
- 4.2 Whilst data from 2019 is available, the comparator data for 2020 isn't; this is because a full calendar year of results is needed to make a comparison with the relevant standard. The Government has directed GM (and other areas) under UK law to address exceedance of the Annual Average standard for NO₂ which is set at 40 ug/m³.
- 4.3 Greater Manchester issues its Air Quality data annually in the Air Quality Annual Status Report, so for 2020 this information will be published in June 2021. This is due to the fact that diffusion tube data (that measures NO₂ concentrations) needs to be validated, by application of a bias adjustment process.
- 4.4 The bias adjustment process uses co-location of diffusion tubes with continuous monitors, and comparison of the two measured concentrations. Data from our continuous monitors is considered provisional until it has been ratified through a Quality Assurance process, completed by an independent party in April of the following calendar year.
- 4.5 The diffusion tube results used to calculate the annual mean concentration, for comparison with Annual Mean NO₂ standard of 40 ug/m³, are processed once the continuous monitoring data is ratified, and the bias adjustment factor can be finalised.

- 4.6 Whilst the COVID-19 pandemic has caused changes that radically altered transport patterns and behaviour, the relaxation of 'lockdown 1' (March – May 20) travel restrictions since June led to increasing vehicle flows. By the introduction of 'lockdown 2' (November 20), traffic flows were at around 85% of typical pre-COVID-19 levels. Because the GM Clean Air Plan is required to take action to take NO₂ levels over a number of years into the future in order to demonstrate compliance with legal limits⁸, the nearer term influence of COVID-19 on air quality is not expected to lead to sufficiently long term reductions in pollution such that the modelled exceedances of the legal NO₂ limits will be met without implementing a Clean Air Zone.
- 4.7 In practice, there are many ways in which the pandemic could influence future emissions: in particular, sustained traffic reductions due to permanent increases in working from home or other lifestyle changes, or reductions in bus services due to a sustained decline in demand could reduce emissions, whilst an older fleet on the roads due to vehicle owners delaying vehicle purchases as a result of the pandemic and manufacturing constraints on new vehicles could delay expected necessary future improvements to the emissions of circulating vehicles.

5 COVID-19: ECONOMIC IMPACTS AND BUILDING BACK BETTER

- 5.1 As has been outlined earlier in the report the core goal of the GM Clean Air Plan is to address the legal requirement to remove ALL roadside concentrations of NO₂ that have been forecast to exceed the legal Limit Value (40 µg/m³), identified through the target determination process, in the "shortest possible time" in line with Government guidance and legal requirements.
- 5.2 The aim of the Government's funding set out in the plan is to assist vehicle owners with upgrading their vehicle to a compliant vehicle and to mitigate the negative socio-economic effects of the GM CAZ. Government funding for the clean air plans is limited and has not to date been designed in consideration of the economic effects of COVID-19, and given that all of GM's proposals were prepared pre-COVID, GM has undertaken to make an assessment of the possible impacts of COVID-19 to inform a technical briefing note for decision makers. A review of the assumptions GM made in terms of the economic circumstances of impacted groups, is necessary as the 'starting positions' assumed in the policy positions for each of the measures will have changes as a result of COVID-19. As a result of COVID-19 it is anticipated that the impact the CAZ will have changed and GM needs to identify, where possible, what this change will bring and report this in the final proposals for decision makers to consider.
- 5.3 As a result of the pandemic, vehicle owners may not be starting from the same position as had been previously assumed in terms of their fleets and their ability to upgrade as a result of the GM CAP. They may therefore need more or different support to help them upgrade or to mitigate the impacts of the CAZ.

⁸ The modelling approved by government of NO₂ concentrations in Greater Manchester predicts that exceedance of the legal limit is likely to continue until 2027, if action is not taken to reduce road vehicle emissions.

- 5.4 The timescales for GM CAP are determined by a Ministerial Direction. GM needs to launch a Clean Air Zone in 2022 to meet the requirement of the direction to secure compliance with NO₂ standards in the shortest possible time and by 2024 at the latest. As has been made clear in other reports, Ministers have written to Greater Manchester confirming that they expect measures to continue to be developed and the consultation to be undertaken as required by the Ministerial Direction.
- 5.5 GM must make a final plan no later than Summer 2021 in order to be in a position to launch a Clean Air Zone in 2022. The GM Authorities report on the Final Clean Air Plan will include the consultation results, the assessment of COVID-19 and a final recommended package of measures to ensure the achievement of NO₂ compliance in the shortest possible time and by 2024 at the latest as required by the Ministerial Direction. The report will be supported by the following documents:
- AECOM Consultation Report⁹
 - GM Authorities Response to the Consultation
 - Impacts of COVID-19 Report
 - GM CAP Equality Impact Assessment following Consultation
 - GM CAP Policy following Consultation
 - Modelling report of final CAP package
 - Economic implications of CAP
- 5.6 That plan will need to determine:
- the boundary, discounts, exemptions and daily charges of a Clean Air Zone.
 - the amount of supporting funds
- 5.7 In determining the final funding amounts this will in turn start the process of distributing the secured funding to those eligible, as per the 'final plan' GM CAP policy.
- 5.8 Supporting funds are critical to help businesses prepare for the launch of a Clean Air Zone. Elsewhere in this report it is described that when Leeds City Council opened their clean vehicle funds it enabled impacted groups to access funding and upgrade their vehicle prior to the scheme's launch. This is reported to have led to a dramatic shift to cleaner vehicles. This along with a smaller geographic area, and pandemic traffic levels led to a joint review with JAQU which found that air pollution in Leeds was significantly below legal limits and that it was likely to be maintained, meaning legal limits will be met without implementing a Clean Air Zone. It should be noted that at the outset air pollution levels were not as poor in Leeds as in GM, and compliance was expected to occur naturally earlier than the opening date for the GM CAP.

⁹ AECOM – the independent agency who are managing and analysing the consultation responses

- 5.9 GM recognises the absolute importance of understanding what impacts the pandemic has had on air quality and businesses, ensuring any impacts are reflected in the final plans and the ongoing discussions with government. That is why the consultations asked for business feedback on this crucial issue, encouraging as wide a range of views as possible.
- 5.10 It is a very uncertain time and getting the right level of funding to support local businesses and organisations before the Clean Air Zone is introduced is key. Following the conclusion of the consultation, both GM CAP and MLS consultation responses will be analysed and reported on by AECOM an independent research agency.
- 5.11 GM will fully consider all the information and evidence gathered during the consultation, so that it can understand the consequences COVID-19 has had on vehicle owners and trades which will be directly affected by the GM CAP and MLS.
- 5.12 As set out in previous reports the Impacts of COVID report will include consideration of:
- whether the assumptions underpinning the GM CAP are still valid;
 - whether GM will remain in exceedance of legal nitrogen dioxide limits under the proposals as they currently stand;
 - the measures proposed in the package for consultation; and
 - whether the proposed support package will be sufficient.
- 5.13 Given the timescales the GM Authorities are working to they need to be clear as to what assessments can be made, ahead of the determination of a final plan. The final plan report will:
- set out the revised assumptions underpinning the GM CAP and the uncertainty surrounding these;
 - set out the revised policy positions for each of the measures including amount of supporting funds for eligible applicants; and
 - include an assessment of the possible impact of COVID-19 on when GM will secure compliance.
 - set out what level of funding GM will be seeking from government to support the individuals and smallest businesses who will be most economically vulnerable to the GM CAZ and where, given the impact of COVID-19 the previous amounts of grant funding to help upgrade to a compliant vehicle may not be enough to adequately mitigate the potential adverse economic impacts of both.
- 5.14 On the 4th January the Prime Minister announced a national lockdown and instructed people to stay at home to control the virus, protect the NHS and save lives. At the time of writing this report (6th January 2021) the implications for 'lockdown 3' on the GM Clean Air Plan are unknown. As the pandemic is unpredictable and dynamic, contemporary reporting on the progress on the development of the final plan will be provided by the Green City Region Lead, as required, at GMCA meetings.

6 CLEAN AIR – PROGRESS SINCE LAST UPDATE

6.1 Hackney Carriages & LGV fleet support

6.1.1 As reported in July, Government has accepted the need for vehicle replacement funds for Hackney Carriages, and Light Goods Vehicles, but requested further development of shared evidence on the needs within this complex sector before responding to the specific asks of is £80m for LGVs/vans and for Hackney Carriages it is £10.4m, plus delivery costs. GM has submitted this information, however at the time of writing the Government has not made an offer of funding. GM Authorities consulted on the financial proposal at the date of consultation.

6.2 Try Before You Buy & EV Taxi Infrastructure

6.2.1 GM is proposing a 'Try Before You Buy' Electric vehicle initiative for GM-licensed Hackney Carriage drivers to address uncertainties such as operating costs, range anxiety and availability of charging infrastructure. This is similar to a scheme run by Nottingham City Council which resulted in a 40% conversion rate (40% of those who used the scheme then switched to an electric hackney). The funding ask for this is £1.9m, however Government has not yet made an offer of funding for this initiative.

6.2.2 GM is also proposing a network of 40 hackney/PHV-only rapid electric vehicle charging points to be funded via the GM CAP. These will be installed in suitable, available and sustainable locations, with a focus on re-purposing public sector assets and will be supported by the development of an EV Taxi (HC and PHV) charging membership scheme. The funding ask for this is £6.5m, and Government has not yet made an offer of funding for this initiative.

6.3 Clean Bus Fund – Replacement

6.3.1 It was assumed at OBC stage that an estimated 350 buses could not be retrofitted and that it would be for the market to find a solution. GM is looking to secure funding from the £5 billion of new funding for buses and cycling announced in the March budget. Alongside this, GM is proposing to Government that it requires circa £9m of funding plus delivery costs to support the replacement of non-compliant vehicles operating on registered bus services in GM that cannot be retrofitted; in this respect the Government have not made an offer of funding.

6.4 Strategic Road Network managed by Highways England

6.4.1 The 10 GM Authorities continue to ask the Government to direct Highways England to tackle NO₂ exceedances on the Strategic Road Network (SRN) in the same way GM Authorities are having to take action on the local road network.

6.4.2 In particular Tameside MBC has highlighted to Ministers that the inconsistency in approach is leaving many residents unprotected, particularly, around the A628/A57, a strategically important trans-Pennine route that passes through the villages of Hollingworth and Mottram as a single carriageway. This route, managed by Highways England, will be left with NO₂ exceedances that are not being addressed, despite the area being declared as part of GM's Air Quality Management Area.

6.4.3 As previously reported on 21 July 2020 a meeting was held between Rachel MacLean – Parliamentary Under Secretary of State for Transport, Councillor Brenda Warrington, Councillor Andrew Western, Jonathan Reynolds MP and Robert Lorgan MP. Minister MacLean listened to the concerns of GM politicians and committed to reviewing the options to deal with this issue.

6.4.4 On 25 August 2020, Tameside MBC were notified that Government ministers have agreed to consider extending Greater Manchester’s Clean Air Zone (CAZ) charges to the sections of the A628/A57 which form part of the Strategic Road Network, within the proposed CAZ boundary. The extension of any charges to the A628/A57 will be subject to a full assessment of the potential impacts, to be led by Highways England. This will cover air quality impacts on other roads, safety impacts, carbon impacts, as well as wider issues for Highways England, such as operational and network issues. Following the assessment ministers will take the final decision on whether or not charging should be implemented on the A628/A57. Tameside officers are involved in the work to ensure that it comes to a collective conclusion about the outcomes of the assessment, which is expected to be completed by early 2021. An update on progress can be found at Appendix 1.

6.5 **Clean Bus Fund – Retrofit**

6.5.1 As reported in July the Government awarded £14.7m as an initial tranche of funding to retrofit buses running services in GM that have older engines which are not compliant with the GM CAZ emission standards. Government also confirmed the funding award for Bus Retrofit funding should be distributed as a continuation of the Clean Bus Technology Fund. As this funding mechanism is distinct from the wider delivery of the GM CAP, no consultation feedback was requested on this aspect of the policy.

6.5.2 The distribution of Bus Retrofit funding commenced in December 2020.

6.5.3 This fund offers operators of locally registered bus services with up to £16k of funding per vehicle towards the retrofit of non-compliant buses before the launch of the Clean Air Zone in Spring 2022. The funding is available for vehicles, including minibuses and coaches, operating on a registered bus service within Greater Manchester. This includes cross-boundary services operating within the GM CAZ boundary.

6.6 **Other Cities’ Clean Air Plans**

6.6.1 Since the last report to members in July there have been significant updates on the progress of other cities plans to implement Clean Air Zones.

6.6.2 Leeds City Council – statutorily consulted on their proposals 29 June – 12 August 2018 and in 2019 announced their Clean Air Zone would launch in 2020. They commenced distributing clean air funding in 2019 to encourage vehicle upgrade. The government’s joint air quality unit (JAQU) recently undertook a joint review with Leeds to analyse the impact of COVID-19 on air quality and to understand if a Clean Air Zone remains necessary, or whether NO₂ compliance by the legally required timeframe can be achieved and maintained in other ways. Due to the dramatic shift to cleaner vehicles already delivered by the funding and by businesses preparing

for the imminent launch of the CAZ, the review found that air pollution in Leeds is significantly below legal limits and that is likely to be maintained, even if traffic were to return to 'normal' levels or slightly higher. However, as set out in paragraph 3.6 this is not the case for the Greater Manchester Authorities where they have been instructed by government to proceed with the proposals.

- 6.6.3 Bath & North East Somerset announced on 8 October that their clean air zone, a city centre CAZ C, would take effect on 15 March 2021. This was initially due to launch in November 2020 but was delayed by the COVID-19 pandemic. The Council has opened access to its clean vehicle upgrade funds now, prior to the scheme opening, to enable impacted groups to upgrade their vehicles.
- 6.6.4 Birmingham announced on 8 October that their clean air zone will launch on 1 June 2021. The scheme, which is a city centre CAZ D, was initially due to launch in January 2020 but was delayed by issues with the Government's vehicle checker and then by impacts of the COVID-19 pandemic. Birmingham have opened up their clean vehicle funds to enable impacted groups to access funding and upgrade their vehicle prior to the scheme's launch.
- 6.6.5 Bristol consulted on their clean air zone proposals between 8 October and 13 December 2020. The Council consulted on a number of options while carrying out modelling work to look at the impact of green recovery measures. Option 1 would be a Clean Air Zone covering a small area of central Bristol where older, more polluting commercial vehicles and polluting private cars would pay to drive in the zone, referred to as 'small CAZ D'. Option 2 would be Option 1 plus a larger charging zone where older, more polluting commercial vehicles, but not private cars, would be charged to drive in the zone, referred to as 'medium CAZ C'. The full business case process is scheduled to be submitted in early 2021.
- 6.6.6 As far as GM is aware, all other authorities that received a ministerial direction to implement a clean air zone are proceeding with the development of their plans. Ministers have written to other authorities in similar terms to Greater Manchester confirming that they expect measures to continue to be developed where necessary. Some cities, such as Newcastle/Gateshead, are revising their initial proposals for a clean air zone. London's Ultra Low Emissions Zone (ULEZ), although not required under the same legislation as local authority clean air plans which are part of the clean air zone framework but has similar principles of charging the most polluting vehicles, is to be extended to the North and South Circular roads of inner London on 25 October 2021.

7 CLEAN AIR ZONE PREPARATORY ARRANGEMENTS

- 7.1 In July 2019 on the basis of evidence provided as at that date, a Ministerial letter set out that the GM plan appeared to be on track to deliver compliance in the shortest possible time and that the Greater Manchester authorities should continue to proceed towards developing the implementation and contract arrangements of a charging Clean Air Zone in Greater Manchester. Government provided an initial tranche of £36m of funding to take this forward.

- 7.2 The ten Greater Manchester Local Authorities have been directed by Government to introduce a category C Clean Air Zone across the region, therefore the key elements of the Clean Air Zone including the intended boundary and times of operation, proposed discounts/exemptions, vehicles affected and daily charges, have been subject to a statutory consultation. The supporting measures, the detail of proposals of the funds and vehicle finance were also set out at consultation to enable consultees to respond fully to the GM CAP proposals. Given that the 10 Local Authorities are subject to the direction to implement the CAZ, the preparatory procurement arrangements have commenced without a risk of the consultation outcome being pre-judged.
- 7.3 The ten Greater Manchester Local Authorities are undertaking the preparatory implementation and contract arrangements required to deliver the CAZ and other GM CAP measures. Preparatory work is required in order to maintain delivery momentum in line with the funding arrangements agreed with JAQU, for example in relation to automatic number plate recognition (ANPR) cameras, back office systems and service providers.
- 7.4 A description of the main procurements is set out in Appendix 2. This includes the date when formal contract awards are expected to be made to enable GM to deliver a charging Clean Air Zone in Spring 2022 to meet the timescales required by the Ministerial Direction.
- 7.5 TfGM is running the procurement exercise with potential suppliers to final evaluation and to provide a report to allow the authorities (as set out in section 9 a joint committee will be set up to delegate to TfGM) to make a decision to award to the successful supplier(s) on receipt of [confirmation of] funding from JAQU.
- 7.6 The 24 August 2020 report considered the proposed Governance arrangements for the CAZ and it was subsequently agreed by all 10 Greater Manchester Local Authorities and GMCA that TfGM will act as an 'operating body' responsible for day to day operation of the CAZ and the implementation of other GM CAP measures.
- 7.7 The 24 August 2020 report also set out that a future report would detail the formal governance mechanisms that will underpin the delivery of a GM Clean Air Zone (CAZ) and the supporting measures, including the powers that will need to be delegated to the Operating Body. Section 8 of this report considers the joint working arrangements that will be required.

8 CLEAN AIR – CONSULTATION

Consultation purpose and delivery arrangements

- 8.1 The ten Greater Manchester authorities conducted an eight-week consultation from 8 October to 3 December 2020 that adhered to the government's COVID-19 guidance around social distancing. The purpose of the consultation was to seek views from residents, visitors, stakeholders and businesses on the proposals to achieve compliant NO₂ levels in Greater Manchester. The Greater Manchester Minimum Licensing Standards consultation ran in parallel to ensure that those impacted and/or interested in the proposals could have a complete view of the proposed changes to vehicles and the financial support available.

- 8.2 The consultation was not seeking a decision on whether to introduce a scheme as that has been directed by the Secretary of State; it set out a position for consultation on the daily charge, discounts and exemptions of a Category C GM Clean Air Zone, and the proposals for the supporting funds.
- 8.3 TfGM, on behalf of the ten Greater Manchester authorities, conducted the consultation, under the CleanAirGM branding. AECOM – an independent opinion research agency – was appointed to receive, manage, process and analyse the consultation responses on TfGM’s behalf; to undertake qualitative research on the proposals (a research method of facilitated sessions to seek feedback from representative groups); and produce a full report on the findings from the consultation.
- 8.4 The consultation was also supported by engagement activity to ensure all groups could engage with the consultation materials and respond in a meaningful way.

Consultation documentation

- 8.5 The consultation materials were published on www.CleanAirGM.com on 8 October 2020. This included the [consultation document](#), the questionnaire, technical reports, the policy for consultation and supporting public facing materials such as leaflets and fact sheets. An animation outlining the proposals with subtitles and British Sign Language interpretation was also published.
- 8.6 Hard copies of the consultation document and questionnaire were sent to each local authority for distribution across the boroughs as deemed appropriate. These materials were also sent to every Travelshop operated by TfGM across Greater Manchester. Hard copies of other materials were available on request, as well as alternative formats.
- 8.7 In addition to the online and hard copy questionnaire, people could respond via a dedicated phonenumber, email or post. A language line facility was also in place for non-English speakers.

Consultation methodology and questions

- 8.8 The consultation questions were embedded throughout the consultation document and in the questionnaire.
- 8.9 The aim was to seek views on the detail of the proposed boundary (already set by the direction at GM-wide), the proposed operation, the proposed charges and discounts / exemptions, the supporting measures (funds, vehicle finance) and the impacts of Covid-19 on the ability of businesses / organisations to respond to the proposals.
- 8.10 During the consultation planning stage, an equality impact assessment was undertaken to ensure that the proposed consultation methodology did not exclude any groups with protected characteristics and that any issues arising due to the current situation in relation to COVID-19 were appropriately mitigated.

Engagement and awareness raising activity

- 8.11 GM and national-level engagement activity was coordinated and delivered by TfGM under the CleanAirGM branding. Each of the 10 GM authorities also implemented their own delivery plans for consultation with their residents and businesses. Full details of the GM level engagement delivered throughout the consultation can be found in Appendix 3.
- 8.12 The GM authorities used both online and offline channels to promote the consultation, (including social media, digital advertising, out of home advertising, media and PR, working with stakeholders and other routes). As traditional consultation-style events and drop-in sessions could not be hosted due to the restrictions on large gatherings, GM used online events, webinars, social media in order to answer questions and engage. Activity undertaken at a local level will be included in local authority reports, as appropriate.
- 8.13 TfGM also developed a virtual exhibition space to provide an alternative way to engage with the consultation materials and speak to members of the CleanAirGM team, in the absence of face-to-face engagement. The platform had an online chat facility which operated for several hours a day at least six days a week.

Qualitative research

- 8.14 Alongside the consultation and engagement activity, qualitative research was also undertaken by AECOM to explore the impact of the proposals and the impact of Covid-19 on the most impacted groups. This included small and micro businesses, the taxi and private hire trade, the freight and logistics sector, public transport users and those with respiratory conditions.
- 8.15 The sessions took place as either focus groups or depth-interviews on Microsoft Teams and were facilitated by an independent moderator. Full details of the activity can be found in Appendix 4.
- 8.16 This research was conducted whilst the consultation was ongoing and will be reported within the consultation findings report.

Final response numbers and other submissions

- 8.17 A total of 4765 responses were received during the consultation period:
- 3954 via online questionnaire
 - 767 via email
 - 43 paper questionnaires
 - 1 telephone response
- 8.18 The full AECOM Consultation Report will be published with the final plan.

8.19 Late responses (i.e. submitted after the deadline of 3 December 2020 at 23:59) are not counted in the final numbers of responses but will be summarised in a separate chapter of the report that will be produced by AECOM (the independent agency who are managing and analysing the responses to the consultation). Any late responses to the Clean Air consultation will be considered in the local authority reports on the outputs of the consultations to the extent that they are deemed to be material.

9 CLEAN AIR – GOVERNANCE

9.1 The 24 August 2020 report considered the proposed Governance arrangements for the GM CAZ and it was subsequently agreed by all 10 GM Authorities and GMCA that TfGM will act as an ‘operating body’ responsible for day-to-day operation of the CAZ and the implementation of other GM CAP measures.

9.2 The 24 August 2020 report also set out that a future report would detail the formal governance mechanisms that will underpin the delivery of a GM Clean Air Zone (CAZ) and the supporting measures, including the powers that will need to be delegated to the Operating Body.

9.3 This section of the report considers the formal governance mechanisms and joint working arrangements that will be required to ensure that the 10 GM Authorities implement a charging Clean Air Zone in Spring 2022 so as to ensure the achievement of NO₂ compliance in the shortest possible time and by 2024 at the latest as required by the Ministerial Direction.

9.4 The formal governance mechanisms include the political oversight arrangements (to include to the oversight of the CAZ including monitoring and policy setting) and operating arrangements.

9.5 As there are several key charging authority functions that can only be discharged by the charging authorities (and as the GMCA is not a charging authority), the approach that GM will take will be to establish:

- a Joint Committee of charging authorities to enable decisions to be taken that are required to be taken jointly by the Constituent Authorities’ as charging authorities in relation to the Greater Manchester Clean Air Zone; and
- a Joint Committee of the charging authorities and the GMCA to enable the joint discharge of the GMCA’s and Constituent Authorities’ functions under sections 82 to 84 of the Environment Act 1995 (Air Quality) and in relation to the Greater Manchester Clean Air Plan (excluding such decisions that must be taken by the charging authorities jointly under Part 3 of, and Schedule 12 to, the Transport Act 2000 and regulations made thereunder).

- 9.6 These formal governance arrangements need to be in place before the GM Authorities make a decision to award the contracts necessary, as set out in Appendix 2, to deliver a charging Clean Air Zone and other measures to successful supplier(s). The terms of reference including the functions requiring delegation to the joint committees are set out in Appendix 6. The 10 GM local authorities are being asked to agree the establishment of the committees, nominate their committee members and terms of reference for the joint committees.
- 9.7 The proposed governance arrangements will also enable TfGM to discharge relevant local authority functions before decisions to award contracts to successful suppliers.
- 9.8 A description of the main procurements is set out in Appendix 2. This table includes the date when formal contract awards are expected to be made to enable GM to deliver a charging Clean Air Zone in Spring 2022 as required by the Ministerial Direction. They are imminent with the first being in March 2021 through the Summer of 2021.
- 9.9 Furthermore it is prudent and conventional on such a complex, multi-authority project, for there to be an agreement put in place between the 10 local authorities and GMCA/TfGM to clarify the rights, responsibilities and obligations of the authorities in relation to [those contracts and] the collective GM CAP, and setting out how all parties will work together to deliver the GM CAP up to and beyond the determination of the final plan.
- 9.10 The GM authorities are being asked to provide sufficient delegations for each Authority to be a party to the collaboration agreement between the 10 local authorities and GMCA/TfGM to clarify amongst other matters the rights, responsibilities and obligations of the authorities in relation to those contracts set out in Appendix 2.

State Aid

- 9.11 The consultation materials were published on www.CleanAirGM.com on 8 October 2020 in the Policy for Consultation, GM outlined that the proposed measures would be subject to state aid restrictions. Subsequently there are new rules and arrangements in place. The EU-UK Trade and Co-operation Agreement (TCA) sets out the new obligations for Subsidy Control which replaces the State aid regime in the UK. The new rules must be considered in respect of all grants awarded from 1st January 2021. This will be taken into consideration in the development of the final plan.

10 MINIMUM LICENSING STANDARDS AND THE GM CLEAN AIR PLAN

- 10.1 Taxi/PHV services are a significant part of GM's transport offer. In 2018, GM's ten local authorities agreed to collectively develop, approve and implement a common set of minimum licensing standards (MLS) for Taxi and Private Hire services that cover the whole of GM. At that time, the primary driver for this work was to improve public safety, but vehicle age and emission standards in the context of the Clean Air agenda are now also a major consideration.

- 10.2 As licensing is a local authority regulatory function, the work to devise the Standards has been undertaken by the GM Licensing Managers Network, with TfGM supporting the co-ordination of this work, and alignment with other relevant GM policies, at a GM level.
- 10.3 There are four areas of focus for the MLS:
- Drivers: Criminal Records Checks; Medical Examinations; Local knowledge test; English language; Driver training; Driving Proficiency; Dress Code.
 - Vehicles: Vehicle emissions (diesel Euro 6 and above, petrol Euro 4 and above with an ambition for a zero-emission capable fleet); Vehicle ages (under 5 years at first licensing, no older than 10 years); Vehicle colour (Black for Taxi/Hackney, white for Private Hire Vehicles); Vehicle livery (common GM design with Council logo incorporated); Accessibility (all Taxis to be wheelchair accessible); Vehicle testing; CCTV; Executive Hire; Vehicle design and licensing requirements.
 - Operators: Private Hire Operators/staff will require basic criminal record check; more stringent requirements in relation to booking records; Operators to take more responsibility for the behaviour of their drivers.
 - Local Authorities: Applications may be submitted up to 8 weeks in advance of license expiry; Once determined, license issued within 5 working days; Agree to develop common enforcement approach and a framework to which licensing fees are set; Councillors to receive training before they hear applications.
- 10.4 Given the decarbonisation challenge, sectors such as transport need to take very significant action now to reduce carbon emissions. For taxis and PHVs to contribute will require them to switch to zero-emission capable (ZEC) vehicles. To invest in ZEC vehicles, taxi proprietors also require long term confidence in the local policy landscape, including future interventions and supporting infrastructure.
- 10.5 The trade has asked for certainty, funding, and long lead in times for these changes. This is extremely challenging within the current and emerging policy environment. Officers have developed policy proposals that can meet these needs as far as possible, which is why parallel consultations have been undertaken for MLS and GM CAP, and that charging, funding, and licensing policy positions are coherent and joined-up.
- 10.6 Ultimately the collaborative approach that the MLS represents will help achieve the vision of a strong, professional and healthy taxi and private hire sector providing safe and high-quality services to residents and visitors across the whole of Greater Manchester. This vision sees taxis and Private Hire as a crucial part of the overall transport mix, that can consistently deliver safe and high-quality services for the public. The proposed MLS will help deliver improved safety, customer focus, higher environmental standards and accessibility.

- 10.7 In addition, GM understands that, like many parts of the economy, and in particular the transport sector, the taxi and private hire trade have been impacted by COVID-19, lockdown and the effects of social distancing policies. Therefore, the MLS consultation, which is a matter for the 10 district councils, included questions designed to elicit a fuller and more informed understanding of the wider effects of COVID-19 on the economic health and sustainability of the taxi and private hire trades.

11 MLS – CONSULTATION

Consultation purpose and delivery arrangements

- 11.1 The ten Greater Manchester authorities conducted an eight-week consultation from 8 October to 3 December that adhered to the government COVID-19 guidance around social distancing. The purpose of the consultation was to inform the trade and the public of the proposals and engage impacted groups (the trade and the main service users) to build understanding and awareness to inform the final standards.
- 11.2 TfGM, on behalf of the ten Greater Manchester licensing authorities, conducted the consultation, under the GM Taxis Standards brand. AECOM – an independent opinion research agency – was appointed to receive, manage, process and analyse the consultation responses on TfGM’s behalf; to undertake qualitative research on the proposals (a research method of facilitated sessions to seek feedback from representative groups); and produce a full report on the findings from the consultation.
- 11.3 The consultation was also supported by engagement activity with the trade to help ensure they could engage with the consultation materials and respond in a meaningful way.

Consultation documentation

- 11.4 The consultation documentation was published on www.gmtaxistandards.com on 8 October 2020. This included the [consultation document](#), the questionnaire and supporting public facing materials such as leaflets and factsheets. An animation outlining the proposals with subtitles and British Sign Language interpretation was also developed.
- 11.5 Hard copies of the consultation document and questionnaire were sent to each local authority for distribution across the boroughs as deemed appropriate. These materials were also sent to every Travelshop operated by TfGM across Greater Manchester. Hard copies of other materials were available on request, as well as alternative formats.
- 11.6 In addition to the online and hard copy questionnaire, people could respond via a dedicated phonenumber, email or post. A language line facility was also in place to support non-English speakers.

Consultation methodology and questions

- 11.7 The consultation questions were embedded throughout the consultation document and in the questionnaire.
- 11.8 The aim was to seek views on the proposed driver standards, vehicle standards, operator standards, local authority standards, local authorities, the proposed implementation timetable and the impacts of COVID-19 on the ability of businesses / organisations to respond to the proposals.
- 11.9 During the consultation planning stage, an equality impact assessment was undertaken to ensure that the proposed consultation methodology did not exclude any groups with protected characteristics and that any issues arising due to the current situation in relation to COVID-19 were appropriately mitigated.

Engagement and awareness raising activity

- 11.10 GM engagement activity was coordinated and delivered by TfGM under the GM Taxi Standards brand. Each of the 10 GM communications and engagement teams and licensing teams supported this delivery plan, with their own local plans. Full details of the GM level engagement delivered throughout the consultation can be found in Appendix 3.
- 11.11 The GM authorities used both online and offline channels to promote the consultation, (including social media, digital advertising, out of home advertising, media and PR, working with stakeholders and other routes).
- 11.12 As traditional consultation-style events and drop-in sessions could not be hosted due to the restrictions on large gatherings, GM used online events, webinars, social media and promoted a phone number, in order engage with the public and impacted groups.
- 11.13 TfGM also developed a virtual exhibition space to provide an alternative way to engage with the consultation materials.

Qualitative research

- 11.14 Alongside the consultation and engagement activity, qualitative research was also undertaken by AECOM to explore the impact of the proposals and the impact of COVID-19 on the trade and key users.
- 11.15 The sessions took place as either focus groups or interviews on Microsoft Teams and were facilitated by a moderator. Full details of the sessions ran can be found in Appendix 5.
- 11.16 This research was conducted whilst the consultation was ongoing and will be reported within the consultation findings report.

Final response numbers and other submissions

- 11.17 A total of 1682 responses were received during the consultation period:
- 1552 via online questionnaire

- 46 via email
- 84 paper questionnaires

The full AECOM Consultation Report will be published with the final plan.

Late responses (i.e. submitted after the deadline of 3 December 2020 at 23:59) are not counted in the final numbers of responses but will be summarised in a separate chapter of the report that will be produced by AECOM (the independent agency who are managing and analysing the responses to the consultation). Any late responses to the MLS consultation will be considered in the local authority reports on the outputs of the consultations to the extent that they are deemed to be material.

12 NEXT STEPS

GM needs time to:

- Review all the information gathered through the GM CAP and MLS consultations.
- Fully consider all the information and evidence gathered, so that it can understand the consequences of COVID-19 has had on vehicle owners and trades affected by the GM CAP and MLS.
- Undertake the subsequent equalities, air quality and emissions impact assessments, this work will be vital to inform future decisions on each aspect of the final plan.

It is proposed that for the GM CAP a final plan will be brought forward for decision makers as soon as is reasonably practicable and no later than summer 2021, and at this time the outputs of the MLS consultation will also be reported.

12.1 Officers will:

- Continue dialogue with JAQU to secure a clear response from government on GM's outstanding clean air funding asks;
- Continue to undertake the preparatory implementation and contract arrangements that need to be undertaken to deliver the CAZ and other GM CAP measures;
- Continue work to understand the possible impacts of COVID-19 on the GM CAP and MLS;
- Continue to assess the findings of the consultation and develop a final Clean Air Plan (as set out at paragraph 5.5) for consideration by the 10 Greater Manchester Local Authorities; and
- Consider the proposed approach to the consideration and adoption of MLS by the 10 Greater Manchester Local Authorities.

13 RECOMMENDATIONS

13.1 The recommendations are set out at the front of the report

14 Financial Implications

14.1 In line with the Initial Financial Case, as set out in Clean Air Plan OBC (March 2019), all capital and revenue development and delivery costs associated with the Clean Air Zone are expected to be covered by Central Government. (James Postle)

15.1 Legal Services Comments

15.1 Air quality issues are functions which are the responsibility of the Cabinet. Pursuant to the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012 (SI 2012 no. 1019), the Cabinet has the power to arrange for the discharge of any functions which are its responsibility by a joint committee established under section 101(5) of the Local Government Act 1972. (A Evans)

16 Co-operative Agenda

16.1 The work is being undertaken through collaboration of the 10 GM authorities supported by Transport for Greater Manchester.

17 Human Resources Comments

17.1 N/A

18 Risk Assessments

18.1 A full risk log supports the various projects which form part of the full programme currently under development. Initial risk register set out in Clean Air Plan OBC (March 2019)

19 IT Implications

19.1 N/A

20 Property Implications

20.1 N/A

21 Procurement Implications

21.1 N/A

22 Environmental and Health & Safety Implications

22.1 The GM CAP is a place based solution to tackle roadside NO2 and proposes measures to secure funding for Electric Vehicle charging infrastructure, as well as

ensuring that a mechanism is put in place for the large scale rollout of replacement electric buses, which will have a positive impact on carbon.

23 Equality, community cohesion and crime implications

23.1 N/A

24 Equality Impact Assessment

24.1 Equality Impact Assessment was completed for consultation and can be found at here. This will be updated and published with the final plan

25 Key Decision

25.1 Yes

26 Key Decision Reference

26.1 NC-11-20

Number of attachments to the report: 6 (six)

BACKGROUND PAPERS:

- 31 July 2020, report to GMCA: Clean Air Plan Update
- 29 May 2020, report to GMCA: Clean Air Plan Update
- 31 January 2020, report to GMCA: Clean Air Plan Update
- 26 Jul 2019, report to GMCA: Clean Air Plan Update
- 1 March 2019, report to GMCA: Greater Manchester's Clean Air Plan – Tackling Nitrogen Dioxide Exceedances at the Roadside - Outline Business Case
- 11 January 2019, report to GMCA/AGMA: Clean Air Update
- 14 December 2018, report to GMCA: Clean Air Update
- 30 November 2018, report to GMCA: Clean Air Plan Update
- 26 October 2018, report to GMCA: GM Clean Air Plan Update on Local Air Quality Monitoring
- 15 November 2018, report to HPEOS Committee: Clean Air Update
- 16 August 2018, report to HPEOS Committee: GM Clean Air Plan Update
- UK plan for tackling roadside nitrogen dioxide concentrations, Defra and DfT, July 2017

APPENDIX 1 – UPDATE ON ASSESSING IMPACTS OF EXTENDING GREATER MANCHESTER’S CLEAN AIR ZONE (CAZ) CHARGES TO THE SECTIONS OF THE A628/A57

As set out at 5.4 Government ministers have agreed to consider extending Greater Manchester’s Clean Air Zone (CAZ) charges to the sections of the A628/A57 which form part of the Strategic Road Network, within the proposed CAZ boundary. The extension of any charges to the A628/A57 will be subject to a full assessment of the potential impacts, to be led by Highways England. This will cover air quality impacts on other roads, safety impacts, carbon impacts, as well as wider issues for Highways England, such as operational and network issues. Following the assessment ministers will take the final decision on whether or not charging should be implemented on the A628/A57. Tameside officers are involved in the work to ensure that it comes to a collective conclusion about the outcomes of the assessment, which is expected to be completed by early 2021

The assessment of the potential impacts work has commenced. The scope of work produced by Highways England, Tameside and TfGM addresses air quality, carbon, safety and consideration of wider network operations. The scope of work will be submitted to DfT for approval. The scope is clear it will consider the extents of any charging on the SRN (A57 / A628), will be limited to within Tameside administrative boundary in line with the proposed boundary of the GM Clean Air Zone (CAZ).

The scope outlines the assessment will follow a staged approach, increasing the level of detail and information required as necessary.

Stage 1

- a high-level assessment, to determine the number of non-compliant HGVs, buses, taxis and vans that are predicted to use the A57 / A628 as a strategic through route staying on the SRN transiting the region and not entering Greater Manchester (GM) Clean Air Zone (CAZ);
- an estimation of the likely air quality benefits on the A57 / A628 from including this section of road within the charging CAZ; and
- JAQU have confirmed that the location of predicted exceedances in 2023 provided by TfGM to date are qualifying features for the reporting requirements for Limit Values.

If the high-level assessment completed at Stage 1 indicates that it is possible for charging on the A57/A628 to deliver material improvements to predicted exceedances or achieve limit value compliance a year earlier on the A57/A628 than without charging, then the assessment work would move to Stage 2.

Stage 2

- A more detailed investigation of traffic movements along the A57 / A628 and movements in and out of proposed GM charging CAZ;
- Detailed air quality modelling of the impacts and effect of charging on the SRN. It is anticipated that Highways England would work in partnership with TfGM to complete this work as they have the models, including driver behaviour responses already developed.
- Depending on the anticipated behavioural response to charging:
 - Identification of likely alternative routes HGVs and vans would take to move between their origin and destinations;
 - Calculation of changes in carbon dioxide emissions for HGVs and vans associated with these new routes;
 - A review of the safety implications for additional HGVs and van movements on alternative routes;
 - Commentary of the impacts for operating and maintaining the network associated with changes in traffic movements along the A57 / A628 corridor and the use of alternative routes.

The assessment to date highlights GM's material point that Government's requirements of Highways England in respect of NO₂ are not the same as the approach they have taken in respect of the GM authorities who have been directed to take action on the local road network. The appraisal approaches required by Government are not consistent in their interpretation of Highways England and local authority roads, which reflects the typically differing nature of public access immediately adjacent to local roads and motorways. However, the A57/A628 section of the SRN is atypical in that it more closely resembles a 'local road' environment with public residences at the kerbside. It has therefore been determined in the scope of works to apply the approach used by the GM Authorities in modelling the GM CAP.

Initial Outputs

Highways England, Tameside and Transport for Greater Manchester noted that work to date as part of the GM CAP shows that the introduction of a GM Clean Air Zone leads to a 3 to 4µg/m³ reduction in annual mean NO₂ concentrations for properties adjacent to the A57 and A628 when first opened. On expiry of the temporary exemption for LGVs and minibuses, NO₂ concentrations reduce by a similar amount again, providing a total improvement of 6 to 8µg/m³.

Further analysis and air quality modelling as part of this study indicates that there are expected to be NO₂ exceedances in 2023 with the GM CAZ operational, and also there are expected to be additional NO₂ reductions from charging on this section of the SRN. Therefore, as the early indication is that it is possible for charging to deliver material improvements to predicted exceedances on the A57/A628 than without charging, work will progress to Stage 2.

As part of stage 2 the study will continue to refine the traffic data and associated air quality modelling, reviewing the results to understand what they mean for this study.

APPENDIX 2 – MAIN PROCUREMENTS TO ENABLE GM TO DELIVER A CHARGING CLEAN AIR ZONE IN SPRING 2022

Procurement Activity	Reason for Procurement	Procurement Approach	Estimated Contract Value £m*	Anticipated Contract Award Date	Funding Required from JAQU to enable contract award
CAZ Signage	Signs are required to be placed on the highway network to support the implementation of the GM CAZ. The signage will need to be placed within the GM CAZ and at entry and exit points on the Strategic Route Network and neighbouring authorities ¹⁰ .	A procurement exercise has been undertaken for entry, exit and advance, repeater and advance direction signage, to cover the manufacture, installation, management and de-commissioning of such signs. Advanced warning signs on the Strategic Road Network required for CAZ are to be procured separately by Highways England, who manage this network.	£2.55m(CAPEX)	March 2021	n/a funded by £36m initial funding award
CAZ Service	Automatic Number Plate Recognition (ANPR) cameras will be used to detect vehicles through the capture of Vehicle Registration Marks (VRMs) and record evidential data of their entry into the GM CAZ. ANPR cameras will be installed at key locations across the region.	Procurement is being run through a competitive dialogue procedure to acquire the following services under a single contract: 1) A Vehicle Detection and Processing Service to operate and maintain the ANPR devices; 2) A CAZ Office Service that will: <ul style="list-style-type: none"> service customers, so as to handle individual queries from members of the public regarding the GM CAZ; and enable integration with the via a Central Government Payment Portal. 3) A Penalty Enforcement Service that will enable 'case management', and interface to the DVLA, to issue Penalty Charge Notices (PCNs) and where necessary the Traffic Enforcement Centre (TEC), Traffic Penalty Tribunal (TPT) and the Enforcement Agents, and track the progress of the PCN.	£62.0m (CAPEX) £98.5m (OPEX)	Summer 2021	£38m plus £24m from the initial funding award
CAZ Debt Recovery	A Debt Recovery Service will be required to progress debt management and to secure payment of outstanding fines, penalties and any charges as directed by the TEC and TPT.	This contract will be a call-off from the Crown Commercial Services (CCS) framework to recover outstanding debts both nationally and internationally.	£40.7m	May 2021	n/a will be funded by the operational revenues of the Clean Air Zone
Vehicle Funds - Clean Vehicle Funds Service	Owners or registered keepers of a non-compliant vehicle that will be subject to the GM CAZ charges may be eligible to apply for financial support towards upgrading to a compliant vehicle, subject to meeting eligibility criteria. The Clean Vehicle Administration of the Clean Air Funds will be delivered through a Financial Conduct Authority (FCA) authorised Clean	<ul style="list-style-type: none"> Provide a "digital first" entry point for the customer, and an automated process so applicants will quickly be able to access information on funding options available to them and to make an application. Manage a network of dealerships accredited to receive grant payments. Provide applicants with non-compliant vehicles who successfully passed eligibility testing the option of either a grant or vehicle finance funding option and progress sourcing a vehicle. An Applicant who chooses the grant option will be able to access an accredited dealership¹² list to redeem the grant monies through a voucher issued through the CVFS. A database of all applications made for grant and vehicle finance and the funding route chosen. Interface management between the CVFS and the Financiers in order to deliver a digital customer journey. 	£4.56m	May 2021	£4.56m

¹⁰ Formal agreement of the precise location of the CAZ signage, this can only be decided once the boundary is finalised in the Final Plan Report.

¹² Dealerships will be able to apply through the platform for accreditation to the Clean Funds Scheme and therefore receive grant payments. Dealerships will be required to be FCA authorised (or exempt as appointed representatives of FCA authorised Principal firms); and agree electronic Term's and Condition's for the scheme.

Procurement Activity	Reason for Procurement	Procurement Approach	Estimated Contract Value £m*	Anticipated Contract Award Date	Funding Required from JAQU to enable contract award
	Vehicle Fund Service (CVFS) and a panel of FCA authorised Financiers ¹¹ .	<ul style="list-style-type: none"> A robust process for monitoring of the funds. N.B. if there is a lower take up of the Clean Funds Scheme than expected volumes (or higher than expected in a particular funding tranche), GM can widen the eligibility criteria through the CVFS without prejudice to existing Applicants contained within the CVFS database. 			
Vehicle Funds - Vehicle Financiers		<ul style="list-style-type: none"> Provide applicants with non-compliant vehicles who successfully passed eligibility testing and choose the vehicle finance funding option access to asset finance and leases at contributory rates to owners of eligible vehicles with the GM CAP Clean Funds Scheme providing the value of the contribution. Interface with the CVFS for hand-over of data through the CVFS on all applicants who have passed the eligibility checks and chosen to take the contributory vehicle finance funding option. Be required to supply all management information requirements of the fund measures. 	£114m ¹³	May 2021	£6.1m
Diffusion Tubes & Air Quality Monitoring	Air Quality monitoring will be critical in confirming that the GM CAP is delivering the necessary trajectory of air quality improvement and compliance with air quality standards. Air Quality will be measured via a combination of Diffusion Tubes and Continuous Monitors	The diffusion tubes tender was issued to market in November 2020. The scope of the procurement for diffusion tube air quality monitoring includes the supply, installation and decommissioning of the diffusion tubes at 467 monitoring sites, monthly monitoring and provision of analysis to support the GM CAP programme.	£C£1.5m	April 2021	n/a will be funded by the operational revenues of the Clean Air Zone
EV Taxi Try before You Buy (TBYB)	<p>The GM CAP and the proposed GM MLS will require Hackney Carriages to meet stricter emissions standards, which will mean a significant proportion of the trade will need to upgrade to compliant vehicles.</p> <p>The Hackney ZEC/EV rental initiative for drivers that are uncertain about transitioning straight to ZEC.</p>	TBYB scheme is awaiting a Government offer of funding. The procurement strategy will be defined during early 2021s	£1.0 m	Autumn 2021	£1.0m

*With the exception of the Signage, the contract values are estimates which will be firmed up once bids are received.

¹¹ TfGM, the ten Greater Manchester local authorities and GMCA will not be party to any vehicle selection, specification and supply or to any of the financial agreements between the Financiers and the vehicle owners. TfGM will not be required to be FCA authorised.

¹³ This sum represents the maximum that could be disbursed to Financiers should all applicants apply for finance.

APPENDIX 3 – ENGAGEMENT ACTIVITY WITH NATIONAL AND GREATER MANCHESTER-WIDE STAKEHOLDERS AND ORGANISATIONS REPRESENTING IMPACTED INDIVIDUALS AND BUSINESSES



Oldham

During the consultation TfGM, on behalf of the 10 GM local authorities contacted c.200 national and regional stakeholders who represented individuals or businesses who would be impacted by the GM Clean Air Plan and GM Minimum Licensing Standards.

Information was shared with these organisations (including digital toolkits) so that stakeholders could inform their members and networks of the consultation as well as providing the stakeholders with an opportunity to participate in meetings and webinars.

In total, there were 43 briefing sessions with impacted groups, which were attended by more than 300 people. This included 12 sessions for Taxi and PHV trade and drivers, plus 31 with businesses and representative bodies, including Federation of Small Businesses, CBI, British Horse Society, National Farmers Union, Confederation of Passenger Transport and Road Haulage Association.

Content was shared by many stakeholders including: GM Growth Company, GMCVO Friends of the Earth Manchester, Business Bolton, Salford CVS, GM Ageing Hub, ProManchester, CityCo, GM Health and Social Care Partnership, GM Chamber, Bury Means Business, High Peak BC, Confederation of Passenger Transport, Altrincham Partnership, Action Together, BVRLA, Love Old Trafford, Wythenshawe Forum, Manchester BID, Federation of Small Business, Wrightington, Wigan, and Leigh NHS, GM Cycling and Walking Commissioner, Clean Air UK, Rochdale Youth Service, Trafford Partnership, Health Watch Manchester, University of Manchester (this is a sample, rather than comprehensive list).

Through these networks sharing content, it can be estimated that more than 500K impacted businesses and individuals were reached via stakeholder social media channels.

As well as this, the Clean Air GM newsletter was issued at various points during the consultation, to those who had subscribed, which currently has just over 4,000 subscribers.

APPENDIX 4 – CLEAN AIR PLAN QUALITATIVE RESEARCH

Individuals

- 2 groups with outside GM respondents who make trips into the GM region
- 2 groups with Inside GM respondents who use a mix of modes and live in areas of poor air quality and a mix of income levels (1 aged 18-40 and 1 aged 41+)
- 1 group with inside GM taxi/ PHV users
- 2 groups with inside GM respondents (50% from poor air quality areas and 50% from better air quality areas) (1 group aged 18-40 and 1 aged 41+)
- 2 groups with inside GM respondents (mix of modes used – 1 group aged 18-34 and 1 group aged 35+)
- 2 groups with inside GM respondents (bus and taxi/PHV users – 1 aged 18-34 and 1 group aged 35+)
- 1 group with inside GM respondents (campervan and horsebox owners)
- 1 depth with outside GM respondent (horse transportation vehicle)

Taxi / PHV

- 30 depth interviews with taxi drivers
- 10 depth interviews with taxi operators (1 from each LA)
- 4 groups with taxi users

Businesses – all with impacted vehicles

- 1 group with outside GM businesses (agriculture/ Waste Management/ Construction)
- 1 group with inside GM businesses (agriculture/ Waste Management/ Construction)
- 1 x group with inside GM businesses (retail)
- 1 x group with inside GM business (minibus/ coach operators/ voluntary sector)
- 1 x group with inside GM business (manufacturing)
- 1 x group with outside GM businesses (retail)
- 1 x group with inside GM businesses (construction/ retail)
- 1 x group with outside GM businesses (minibus/ coach operators)
- 1 x group with inside GM businesses (gardener/florist)
- 1 x group with inside GM business (night time economy)
- 1 x depth with waste management business (inside GM)
- 1 x depth with manufacturing business (inside GM)
- 1 x depth with coach/ minibus business (inside GM)
- 1 x depth with plumbing and gas business (inside GM)
- 1 x depth with butchers business (outside GM but travel into GM for trade)

APPENDIX 5 – MLS QUALITATIVE RESEARCH

Depth interviews

- 30 depth interviews with taxi drivers
- 10 depth interviews with taxi operators (1 from each Local Authority area)

Focus groups

- 4 groups with taxi users
 - All users use taxi / PHV once a fortnight or more
 - 1 Female only group
 - 17 respondents
 - 13 female / 4 male
 - Range of ages (between 18 and 65+)
 - 5 had physical or mobility disabilities which affected their travel choices
 - At least one respondent from each of the 10 districts

APPENDIX 6 – JOINT COMMITTEES TERM OF REFERENCE

Clean Air Charging Authorities Committee – Terms of Reference

General

The Clean Air Charging Authorities Committee is a joint committee created by the ten Greater Manchester local authorities (“the Constituent Authorities”) under section 101(5) of the Local Government Act 1972 and Part 4 of the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012.

Membership of the Committee

The membership of the committee shall be ten, consisting of the lead executive member for clean air of each of the Constituent Authorities from time to time. The Constituent Authorities shall also each nominate a substitute executive member to attend and vote in their stead.

Role of the Committee

To enable decisions to be taken that are required to be taken jointly by the Constituent Authorities’ as charging authorities in relation to the Greater Manchester Clean Air Zone.

Powers to be discharged by the Committee

The Committee shall have power to take all such decisions of the Constituent Authorities (as charging authorities) that must be taken jointly under Part 3 of, and Schedule 12 to, the Transport Act 2000 and any regulations made thereunder.

This includes, but is not limited to:

- Making and varying a joint local charging scheme order;
 - Decisions of the charging authority under such a joint local charging scheme and the Road User Charging Schemes (Penalty Charges, Adjudication and Enforcement) (England) Regulations 2013.

Operation of the Committee

- The Committee shall appoint a chair at its first meeting;
- The Quorum of the Committee shall be 8 members;
- Each member shall have one vote;
- The Chair shall not have a casting vote;
- Unless required by law, decisions shall be made by a simple majority.

Air Quality Administration Committee – Terms of Reference

General

The Air Quality Administration Committee is a joint committee created by the ten Greater Manchester local authorities (“the Constituent Authorities”) and the Greater Manchester Combined Authority (“the GMCA”) under section 101(5) of the Local Government Act 1972 and Part 4 of the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012.

Membership of the Committee

The membership of the committee shall be eleven, consisting of the lead executive member for clean air of each of the Constituent Authorities and the relevant portfolio holder responsible for clean air of the GMCA from time to time. The Constituent Authorities and the GMCA shall also each nominate a substitute executive member/assistant portfolio holder to attend and vote in their stead.

Role of the Committee

To enable the joint discharge of the GMCA’s and Constituent Authorities’ functions under sections 82 to 84 of the Environment Act 1995 (Air Quality) and in relation to the Greater Manchester Clean Air Plan (excluding such decisions that must be taken by the charging authorities jointly under Part 3 of, and Schedule 12 to, the Transport Act 2000 and regulations made thereunder).

Powers to be discharged by the Committee

The Committee shall have the power to discharge jointly:

- the GMCA’s and the Constituent Authorities’ functions under sections 82 to 84 of the Environment Act 1995
 - the GMCA’s functions in relation to the Greater Manchester Clean Air Plan (including the taking of action likely to promote or improve the economic, social or environmental well-being of Greater Manchester in connection with it and the use of grants made by the Secretary of State under section 31 of the Local Government Act 2003 to implement that plan).
- the Constituent Authorities functions under the Greater Manchester Clean Air Plan including those under Part 3 of, and Schedule 12 to, the Transport Act 2000 and regulations made thereunder (excluding any decision thereunder that must be taken jointly by charging authorities) including, but not limited to:
 - action required under the Environment Act 1995 (Greater Manchester) Air Quality Direction 2020 (other than the making of the joint local charging scheme);
 - the exercise of their powers under sections 176, 177 and 192 of the Transport Act 2000;
 - the application of the Constituent Authorities’ shares of any net proceeds of a joint local charging scheme made by them.

The discharge of such functions includes the doing of anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of those functions.

Operation of the Committee

- The Committee shall appoint a chair at its first meeting;
- The Quorum of the Committee shall be 8 members;
- Each member shall have one vote;
- The Chair shall not have a casting vote;
- Unless required by law, decisions shall be made by a simple majority.

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Report to OVERVIEW AND SCRUTINY BOARD

Thriving Communities Programme Update

Portfolio Holder:

Cllr Zahid Chauhan, Cabinet Member for Health & Social Care

Officer Contact: Rebekah Sutcliffe: Director of Reform

Report Author: Rachel Dyson – Thriving Communities Hub Lead –
Rachel.dyson@oldham.gov.uk

February 2021

Purpose of the Report

To update members of the Overview and Scrutiny Board on the progress of the Thriving Communities Programme and to set out the next steps for the programme in the context of the Council's wider transformation programme.

Recommendations

The Overview and Scrutiny Board are asked to note the progress made with delivery of the Thriving Communities programme to date. The board are asked note the proposal to bring the programme together with the wider Communities strand of the Council's transformation programme.

Thriving Communities Programme Update

1 Background

- 1.1 **Thriving Communities Programme** – In 2018 £2.69m was agreed to fund the Thriving Communities programme from the Greater Manchester Transformation Fund as part of the GM Health and Social Care transformation fund to support devolution. The aim was to accelerate the Thriving Communities element of the Oldham Model and deliver the common objectives of our health and social care integration

The programme was a 3-year programme which focused on;

- building upon our strengths and supporting groups in the voluntary, community, faith and social enterprise sector
- supporting people earlier in the care pathway
- driving the shift to increasing earlier intervention and prevention

2 Highlights and key updates

- 2.1 The **Social Prescribing Network** is in operation across the whole of Oldham bridging the gap between medical care and the community, by having link workers in each Primary Care Network (PCN) that work with primary care (and other care forms such as acute, mental health, social care etc.) and connect people into community support and activities. Primary Care Direct Enhanced Services (DES) funding has enabled the service to recruit an additional 6 FTE link workers across the five PCNs, in addition the Elemental system is now live connecting the primary care system EMIS to social prescribing and enabling direct referrals and reporting from GPs.

Referrals continue to increase month on month. Some key data are shown below, which represent the period between the start of contract in June 2019 – September 2020 unless stated otherwise.

- There have been 822 referrals into Social Prescribing (this includes 127 during the pilot period during 2018 & 2019)
- 25% of referrals have come from social care, with 19% self-referral, 18% from community sources and 16% from primary care
- Of those with a known primary long-term health condition 41% have depression or other mental health diagnosis, and for more than 50% mental health & wellbeing, or loneliness &/ social isolation is the main reason for referral, followed by 14% for housing related issues
- The service has made over 700 connections into more than 80 different voluntary and community organisations or services

Covid19 has brought cases of increased complexity and inevitably makes the model of interaction more challenging and similarly means community development is focused on supporting groups to deliver virtually or operate safely dependent upon restrictions.

The Social Prescribing Innovation Partnership recently won the 2020 European Innovation In Politics Award Community category and was a finalist for an LGC Award.

2.2 The five **Social Action Fund** projects are almost two years into delivery of three-year VCFSE led projects tackling loneliness and social isolation. The projects have had to adapt their models during the pandemic and are increasingly delivering virtual and resource pack based activities, as well as supporting the humanitarian aid response for Oldham.

- i. BAME consortium – BAME Connect programme of activities e.g. Yoga & Connect, Cook & Connect plus a befriending offer
- ii. Wellbeing leisure – community based physical activity, working with community partners to deliver exercise opportunities and train volunteers, 350 attendances in last quarter
- iii. Oldham Play Action Group – intergeneration activities and cooking – virtual activity programmes e.g. families in pre-xmas ‘bake off’ challenge
- iv. Groundwork consortium – focusing on food and growing
- v. Street Angels - twice weekly drop-in for food and clothing (outside), providing 394 hot meals to takeaway in the last quarter

2.3 **Fast Grants** – 133 Fast Grants were awarded during 2019/20, a total of £60,200 worth of microgrants to voluntary and community organisations. This has supported a whole range of activities from sports, arts and crafts and gardening to mental health support groups and singing groups. During 2020/21 the decision was taken to invest the £60,000 Fast Grants allocation into the Covid19 Response Fund administered by Action Together, including the core Thriving Communities outcomes for which Fast Grants were awarded within the response fund criteria. To date 52 awards have been made to a total of £42,629.

2.4 **Evaluation** – The provider Human Engine has now been appointed to undertake the Thriving Communities evaluation according to the scope agreed at Commissioning Partnership Board in October 2019. This will include evaluating the three core programme elements described above to understand the impact in terms of outcomes delivered as well as fiscal, social and economic impact. Human Engine have begun initial baseline data gathering and will begin stakeholder engagement in the next couple of weeks. Evaluation will be undertaken in parallel with the final year of the programme. An initial baseline report will be provided in April 2021, with findings and gap analysis from this informing detailed evaluation going forward. Further interim reports are due August and December 2021, with a final report in March 2022.

2.5 **Covid19 Response** – The Thriving Communities programme team have also been supporting Covid19 response. Since October 2020 this has specifically included the implementation and management of doorstep engagement teams and the development and implementation of the MHCLG Community Champions Programme. It is anticipated that a combination of Thriving Communities Programme funding and Covid19 emergency funding will enable the programme staffing to be extended for up to 12 months to March 2022.

3 **Thriving Communities Sustainability & Next Steps**

3.1 Thriving Communities funding from the GM Transformation Fund is non-recurrent meaning the Social Prescribing Network is funded until March 2022, the Social Action Fund projects until the end of three years (completing between June ‘21 and September ‘22) and there is no further funding for Fast Grants beyond this financial year (March 2021). The evaluation findings will be key in making the case for further investment in social prescribing and community activity.

3.2 The Social Prescribing Innovation partnership was commissioned on a contract is a 3+1+1+1 ending in March 2025, and the initial 3 years ending in March 2022 so sources of funding are

being explored to extend beyond that initial period. This includes the extent to which primary care DES funding can be utilised to support the model in the longer-term.

- 3.3 Key to the sustainability and embedding of social prescribing is a varied and active community offer across the borough which people can be linked into. Investment in capacity within the VCFSE sector remains an ongoing challenge particularly in light of the additional financial challenges created for the sector by the Covid19 pandemic. A concept document has been developed for a single strategic VCFSE investment framework for Oldham. The concept proposes that bringing together existing and new investment pots into a single vehicle or 'One Oldham Fund; would enable us to maximise the impact against key outcomes, create a focal point for external investments from funders, the public or businesses, and create efficiencies in the administration and monitoring of our collective investment. The approach would also have the benefits of visibility and accessibility for the sector and for grassroots insight to inform priorities. There is strategic support the concept proposed for a single strategic VCFSE investment framework within Team Oldham. Further work is required to achieve buy-in from wider partners and the commitment of starter funds, to scope the legal and financial practicalities, to implement the model and embed within business as usual.
- 3.4 Work has also been done through Thriving Communities to explore the other levers to increase investment in the sector. This includes embedding monetary and resource contributions to the VCFSE in the new Social Value Framework within the Social Value Portal, establishing a cross partner Funding Opportunities group to develop a more coordinated and strategic approach to attracting funding to the sector. We have also brought in a small grant from the LGA to support the Community Centre Network in developing an investable proposition for shared infrastructure and improving their readiness for Community Asset Transfer. Initial work has also been done to work with VCFSE leaders and public sector commissioners to identify areas for action around improving collaborative working through the commissioning process, and a network has been established for VCFSE CCG providers.

4 Linkages with wider Transformation Programme

- 4.1 Key to the sustainability of Thriving Communities will be embedding within wider service transformation as part of the transformation programme, in particular place-based working. Social Prescribing works on the five place-based footprints and has been working closely alongside the place-based hubs as part of the Covid19 response, and now also to transition to the place-based working model. Future development work is focused on aligning social prescribing more closely and embedding the strengths-based approaches workforce development programme within CHASC.
- 4.2 Ongoing investment in VCFSE capacity would have benefits more widely than the Social Prescribing network, a single investment vehicle can align to key priorities such as poverty and community wealth building, as well as place-based working. The new model of place-based working positions the capacity of key community anchors and grassroots organisations at the centre of service delivery and proposed place-based engagement and co-production structures. Our investment and place-based community development approaches need to be effectively aligned to maximise the benefits of both approaches.
- 4.3 Given this interconnectivity it is proposed that the strategic governance for the Thriving Communities programme activity and its development into sustainability is brought under the Communities Board as part of the transformation programme. It is proposed that the current Thriving Communities Programme Board is brought together with the Place-based Core Group, given there is significant overlap of membership and agenda, to take responsibility for delivery and implementation of both Thriving Communities and Place-based working in a sustainable and joined up way.

5 **Key Issues for Overview and Scrutiny to Discuss**

5.1 Overview and Scrutiny are invited to note the progress with delivery of the Thriving Communities Programme and discuss the proposals for the development on the next phase and new proposed governance structure.

6 **Key Questions for Overview and Scrutiny to Consider**

6.1 None

7 **Links to Corporate Outcomes**

7.1 The content of this report has a direct link to the Thriving Communities element of the Oldham Plan.

8 **Additional Supporting Information**

8.1 None

9 **Consultation**

9.1 Ongoing consultation on the development of the programme has taken place through the Thriving Communities Programme Board. The proposals in this report have been developed in consultation with the Head of Reform.

10 **Appendices**

10.1 None

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Report to OVERVIEW AND SCRUTINY BOARD

Key Decision Document

Portfolio Holder: Various

Report Author: Constitutional Services

9th March 2021

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 has 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 22 MARCH 2021

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
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Economy and Skills Cabinet Portfolio

RCR-10-14	Western Gateway Town Centre Land and Property Acquisitions	Director of Economy	March 2021	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				
ES-12-20	Oldham town centre property acquisition	Deputy Chief Executive – Helen Lockwood	March 2021	Cabinet
Description: Strategic property acquisition 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 and a third party.				
ES-13-20	Award of contract at Egyptian Room, Old Town Hall	Deputy Chief Executive – Helen Lockwood	March 2021	Cabinet Member - Economy & Skills (Leader - Councillor Sean Fielding)

KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 22 MARCH 2021

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
Description: To approve of the award of a contract at the Egyptian Room, Old Town Hall Document(s) to be considered in public or private: Report on Award of contract at Egyptian Room, Old Town Hall. NOT FOR PUBLICATION 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 or business affairs of the Council and a third party.				

Education Cabinet Portfolio

EDS-08-19	Secondary Education Provision - Expansion of North Chadderton School	Managing Director, Children and Young People - Gerard Jones	November 2021	Cabinet Member - Education (Councillor Shaid Mushtaq)
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				

Children and Young People Cabinet Portfolio - None

Health and Social Care Cabinet Portfolio

HSC-01-21 New!	Request for approval to collaboratively commission an Integrated Sexual Health Service with Rochdale and Bury Councils	Strategic Director Communities and Reform – Rebekah Sutcliffe	March 2021	Cabinet
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KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 22 MARCH 2021

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
<p>Description: This paper outlines proposals to recommission the service, with the same cluster arrangement, and proceed to market for procurement of a new service for commencement from 1 April 2022. Doing so will ensure that Oldham has a high quality integrated sexual health service to support population health and meet our mandated responsibilities for open access sexual health services. If approved, Rochdale Council would act as the lead commissioner for the service, and STAR Procurement (Stockport, Trafford and Rochdale Procurement) would lead the procurement.</p> <p>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 of the commercially sensitive nature of the information enclosed in the report</p>				

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Housing Cabinet Portfolio

HSG-07-20	Local Plan Review: Issues and Options	Deputy Chief Executive – Helen Lockwood	March 2021	Cabinet Member - Housing (Councillor Hannah Roberts)
<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>				

KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 22 MARCH 2021

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
HSG-01-21	Chadderton Neighbourhood Area and Forum applications	Deputy Chief Executive – Helen Lockwood	March 2021	Cabinet Member - Housing (Councillor Hannah Roberts)
<p>Description: To publish and consult for six weeks the application to designate the Chadderton Partnership as a Neighbourhood Forum and the application to designate the three Chadderton wards 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: Area application Forum application Chadderton neighbourhood area map consitition</p>				

Neighbourhoods and Culture Cabinet Portfolio

NEI-03-20	Highways Improvement Programme 2019/20 - 2021/22	Deputy Chief Executive – Helen Lockwood	March 2021	Cabinet Member - Neighbourhoods & Culture (Councillor Barbara Brownridge)
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KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 22 MARCH 2021

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
<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.</p> <p>Document(s) to be considered in public or private: N/A</p>				
NC-08-20	Accessible Oldham Framework Contract	Deputy Chief Executive – Helen Lockwood	March 2021	Cabinet
<p>Description: To seek delegation of the award of Accessible Oldham Framework Contract for the construction of Town Centre public realm and minor civil engineering infrastructure projects</p> <p>Document(s) to be considered in public or private: Public</p>				
NC-01-21 New!	Street Bin Replacement	Deputy Chief Executive – Helen Lockwood	March 2021	Cabinet
<p>Description: The report provides an update on the current position regarding the provision and servicing of street bins across Oldham and the need to secure funding to replace the street bins, two vehicles and the need to minimise manual handling and reduce the dangers associated with needles and glass contained within street bins.</p> <p>Document(s) to be considered in public or private: Report</p>				
NC-02-21 New!	Joint arrangements for a joint development plan on behalf of nine districts'	Director of Economy	March 2021	Cabinet
<p>Description: Report on the joint arrangements for a joint development plan on behalf of nine districts</p> <p>Document(s) to be considered in public or private:</p>				

KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 22 MARCH 2021

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
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HR and Corporate Reform Cabinet Portfolio - None

Finance and Green Cabinet Portfolio

FG-21-20	Revenue Monitor and Capital Investment Programme 2020/2021 Month 9	Director of Finance – Anne Ryans	March 2021	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 9. Document(s) to be considered in public or private: The report is to be considered in public.				
FG-01-21	Telephony Modernisation	Deputy Chief Executive – Helen Lockwood	March 2021	Cabinet
Description: Since 2004 Oldham Council has maintained an onpremise telephony system that now requires significant investment. We are seeking approval to move to a modern provision that can help us better serve our residents. Document(s) to be considered in public or private: N/A				
FG-03-21 New!	Award of Concession Contract for a Construction Framework Delivery and Management Partner	Strategic Director of Commissioning / Chief Operating Officer - Mike Barker	March 2021	Cabinet

KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 22 MARCH 2021

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
<p>Description: A decision to award a Concession Contract following a fully compliant procurement process to enable the Council to start working in partnership with the Concessionaire to procure a Construction Works Framework, and a decision to delegate authority to the Director of Economy (with consultations) to award the planned Framework on behalf of the Council, and authorise the Director of Legal Services to sign the contractual documentation to enable the required deadlines to be achieved. Document(s) to be considered in public or private: Documents - N/A NOT FOR PUBLICATION 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 contains information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>				

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COVID 19 Response Portfolio - None

<p>VR-01-21 New!</p>	<p>Voluntary, Community, Faith & Social Enterprise (VCFSE) Sector Infrastructure Grant</p>	<p>Strategic Director Communities and Reform – Rebekah Sutcliffe</p>	<p>March 2021</p>	<p>Cabinet</p>
<p>Description: Decision regarding the award of the VCFSE Infrastructure Grant Document(s) to be considered in public or private: Private - NOT FOR PUBLICATION 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 the report contains information relating to the financial and business affairs of an organisation.</p>				

Commissioning Partnership Board

KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 22 MARCH 2021

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
CPB-06-20	Section 75 Agreement	Chief Executive/Accountable Officer NHS Oldham CCG	March 2021	Commissioning Partnership Board
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				
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-01-21 New!	Contract extension: provision of stairlifts, ceiling track hoists, vertical & step lifts and gantry hoists.	Managing Director Community Health & Social Care Services (DASS) – Mark Warren	April 2021	Commissioning Partnership Board
Description: Seeking approval to extend a contract for the provision of stairlifts, ceiling track hoists, vertical & step lifts and gantry hoists. The provision is funded from Disabled Facilities Grants. Document(s) to be considered in public or private: 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 of information relating to the financial or business affairs of any particular person including the Council				

KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 22 MARCH 2021

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
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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>

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Report to OVERVIEW AND SCRUTINY BOARD

Overview and Scrutiny Board Work Programme 2020/21

Chair: Councillor Colin McLaren

Report Author: Mark Hardman, Constitutional Services Officer

9th March 2021

Purpose of the Report

For the Overview and Scrutiny Board to review the Overview and Scrutiny Board Work Programme 2020/21.

Recommendations

The Overview and Scrutiny Board is asked to note and comment on the attached Overview and Scrutiny Board Work Programme 2020/21.

Overview and Scrutiny Board Work Programme 2020/21

1. Background

- 1.1 Overview and Scrutiny Procedure Rule 4.1 requires each Overview and Scrutiny Committee to prepare and maintain a Committee Work Programme.
- 1.2 The Overview and Scrutiny Board Work Programme presents the issues that the Board will be considering and scrutinising during the 2020/21 Municipal Year. The 2020/21 Work Programme covers the issues to be discussed at each meeting, issues and actions arising, matters identified for consideration at workshops or in task and finish groups, and other matters that have been identified as issues for possible consideration.
- 1.3 Due to the Covid-19 pandemic, several reports on the Work Programme have had to be delayed. These will be monitored by Constitutional Services and placed on the Work Programme following discussion with the Chair as they become available.
- 1.4 With regard to this meeting and the appended Work Programme, several items have been subject to slippage and are to be rescheduled, while a further item has been withdrawn due to its ongoing consideration by the Performance and Value for Money Select Committee. It has, however, proved timely to bring certain items from the 'pending' list for report at this meeting.
- 1.5 The Council meeting on 24th March is to be asked to implement the new overview and scrutiny structure comprising a Policy Overview and Scrutiny Committee, a Performance and Value for Money Overview and Scrutiny Committee and a Health Scrutiny Committee, as agreed by the Council at the meeting held on 17th June 2020, with effect from the start of the next Municipal Year. The Statutory Scrutiny Officer and Officers from Constitutional Services will work with the three Overview and Scrutiny Board/Committee Chairs to determine Work Programmes for the new Committees and to develop briefings for scrutiny Members on the new structure and the Council's approach to scrutiny more generally.

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
Tuesday, 16 June 2020 6.00 p.m.	Annual Report	Overview and Scrutiny Work for the period 2019/20	All	RESOLVED that the Overview and Scrutiny Annual Report for 2019/20 be commended to Full Council	
	Place Based Integration	Verbal update on Progress	Economy and Enterprise (Thriving Communities)	RESOLVED 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)	RESOLVED – 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	RESOLVED – 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.	

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Wednesday, 22 July 2020 6.00 p.m.	Statement of Community Involvement	Consultation	Housing (Cooperative Services)	RESOLVED 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)	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.	
	Overview and Scrutiny Board Work Programme	Review of Work Programme		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.	
Tuesday, 8 September 2020, 6.00 p.m.	Local Development Scheme	Policy Update	Housing (Thriving Communities)	RESOLVED that the recommended revisions to the Local Development Scheme be supported and it be agreed that the go forward for approval.	Policy Framework
	Safeguarding Adults Board Annual Report	Annual reporting	Health and Social Care	RESOLVED that: 1. The Oldham Adults Safeguarding Board Annual Report and the tremendous work undertaken in the 12-month period be noted. 2. A Task and Finish Group be established to explore issues of ethnicity and safeguarding, the terms of reference for which to be considered by the Chair and Councillor Toor.	
	Council Motions Update: Tax Relief for Public Transport	Motion referred from Council	Neighbourhoods and Culture	RESOLVED that: 1. The Board would support asking the Chief Executive to write to the Prime	

				<p>Minister and the Chancellor of the Exchequer to request that the Government introduces a tax relief scheme on seasonal travel tickets (following the principles outlined in Mr. Johnson's Telegraph article in 2013), making this effective as soon as possible and to the Mayor of Greater Manchester saying that we all should support such a scheme.</p> <p>2. The Pay and Reward Team report to the next meeting of the Board on matters relating to the offering of a Bike to Work Scheme.</p>	
	Youth Council: Employment and Apprenticeships	Motion referred from Council	Children and Young People	RESOLVED that a workshop be convened with the Youth Council and relevant officers to address the resolutions in the Youth Council motions relating to the development of the digital sector in the town, the review of apprenticeships across Oldham and offering of digital apprenticeships by the Council.	
Tuesday, 20 October 2020 6.00 p.m.	Get Oldham Working and Career Advancement Services (Work and Skills Strategy)	Update on the strategy	Economy and Skills (An Inclusive Economy)	RESOLVED that: <ol style="list-style-type: none"> The update be noted. The recovery plan to be put in place for the next twelve months be brought to the Board for review. The revised Strategy be brought to the Board. 	Requested by Board in July 2019
	Impact of Covid 19 on Unemployment, Including Young People and Care Leavers		Economy and Skills (An Inclusive Economy)	RESOLVED that: <ol style="list-style-type: none"> The update be noted. The update on the Covid-19 recovery plan be brought to the Board at the earliest opportunity. 	
	Community Safety and Cohesion Partnership	Policy Update	HR and Corporate Reform (Thriving Communities)	RESOLVED that: <ol style="list-style-type: none"> The update be noted. 	Policy Framework

				2. Once the draft plan had been put together, it would be circulated to Board Members for their comments.	
	Update on Northern Roots	Update on Project	Economy and Skills (Cooperative Borough)	<p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. The appointment of further Independent Directors be noted. 2. The appointment of an Independent Director as Chair be recommended. 3. An update be provided to the Board when charitable status was established. 4. The update be noted. 	
	Salary Sacrifice Cycle to Work Scheme	Update on salary scheme	HR and Corporate Reform	<p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. The update be noted. 2. HR be requested to provide information on the timeline for the payroll system to be circulated to the Board. 	Requested by the Board in September 2020
	Council Motion Updates 'Let's All Do Our Bit to Tackle Litter'	Various	Various	<p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. The information contained in the report be noted. 2. The update as provided in the report be included in the next Council action update. 3. An update be received when available from Environmental Services related to Charity Bins. 	
	Amendment to United Nations Sustainable Development Goals	Various		<p>RESOLVED that the inclusion of the Amendment to the report not be agreed or commended to Council.</p>	
Thursday, 5 November 2020 6.00 p.m. Special	Greater Manchester Spatial Framework	Consultation	Housing	<p>RESOLVED that:</p> <p>The following be recommended to Cabinet:</p> <ol style="list-style-type: none"> 1. That the GMSF: Publication draft 2020, including site allocations and green belt boundary amendments, and 	Policy Framework

				<p>reference to the potential use of compulsory purchase powers to assist with site assembly and the supporting background documents, for publication pursuant to Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 for a period for representations between 1 December 2020 and 26 January 2021 be approved.</p> <p>2. That the GMSF: Publication Draft 2020 be approved for submission to the Secretary of State for examination following the period for representations.</p> <p>3. That delegation to Director of Economy authority to approve the relevant Statement of Common Ground(s) required pursuant to the National Planning Policy Framework 2018 be approved.</p> <p>4. That delegation to the Greater Manchester Lead Chief Executive, Housing, Homelessness and Infrastructure, in consultation with Salford City Mayor, Paul Dennett the Portfolio Leader for Housing, Homelessness and Infrastructure to make minor or non-material amendments to the GMSF: Publication Draft 2020 and background documents prior to their publication be approved.</p>	
	GM2040 Transport		Environmental Services	<p>RESOLVED that:</p> <p>1. It be noted that on the 9th November 2020, the Cabinet would be recommended to endorse the refreshed Greater Manchester Transport Strategy and the final version of Our Five-Year Delivery</p>	Policy Framework

				<p>Plan for approval by GMCA and publication in December 2020, alongside Greater Manchester's Plan for Homes, Jobs and the Environment (GMSF), subject to the correction of a small number of errors identified in Appendix D.</p> <ol style="list-style-type: none"> 2. It be noted that on, 9th November 2020 the Cabinet would be recommended to approve the Oldham Local Implementation Plan for publication as an appendix to Our Five-Year Deliver Plan, acknowledging that this was a 'live' document and would be subject to regular review and update as appropriate. 3. It be noted that, on the 9th November 2020, the Cabinet would be recommended to delegate authority to the Leader and the Cabinet Member for Neighbourhoods and Culture to approve future updates of the Oldham Local Implementation Plan. 4. An update be brought to the Board in six months. 	
<p>Tuesday, 1 December 2020 6.00 p.m.</p>	<p>Green New Deal Strategy and Generation Oldham</p>	<p>Update on the action plan and scheme</p>	<p>Finance and Green (Cooperative Services)</p>	<p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. The progress of a wide range of initiatives under the Oldham Green New Deal programme, despite the challenge of Covid-19, be noted. 2. The recognition of Oldham's pioneering Green New Deal approach be noted 3. The evolving approach to meeting the Council 2025 and Borough 2030 carbon neutrality targets be noted. 	

				<p>4. The range of funding streams being made available by the Government to support the low carbon transition be noted.</p> <p>5. The payment of capital and interest by Oldham Community Power to its members, approved at the 2020 Annual General Meeting and the integration of its approach to a Phase 2 into wider community level Green New Deal initiatives be noted.</p> <p>6. A further update on the Strategy and Funding be provide to the Overview and Scrutiny Board in March 2021.</p>	
	Youth Justice Plan	Annual Report	HR and Corporate Reform (Thriving Communities)	RESOLVED that the update and information provided on the Youth Justice Plan be noted.	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)	<p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. The update and information provided on the Youth Offer be noted. 2. A meeting be organised for the Overview and Scrutiny Board members to meet with the Youth Council, Cabinet member and Head of the Youth Service to discuss how the Board could provide support. 	
	Opportunity Area Funding	Update on the Funds	Education (Thriving Communities)	<p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. The update and information provided on the Opportunity Area Funding be noted. 2. A further update on the programme be provided to Overview and Scrutiny in September 2021. 	
	Local Plan: Issues and Options	Update	Housing	RESOLVED that the information related to the Local Plan Issues and Options be noted.	
Tuesday, 19 January 2021	Covid-19 Recovery Plan	Consultation	Covid 19 Response	RESOLVED that:	

6.00 p.m.				<ol style="list-style-type: none"> 1. The update and information provided on the Covid-19 Recovery Plan be noted. 2. A further update on the Recovery Plan be provided to Overview and Scrutiny in March 2021. 	
	Homelessness Strategy 2021	Review of Strategy	Housing (Cooperative Services)	RESOLVED that: <ol style="list-style-type: none"> 1. The update and information provided on the Homelessness Strategy 2021 be noted. 2. Questions from Members to be sent to Constitutional Services on the strategy by the end of the week. 3. A further update on the strategy be provided to Overview and Scrutiny at a future meeting. 	Policy Framework
	Poverty		Covid 19 response	RESOLVED that: <ol style="list-style-type: none"> 1. The presentation be noted. 2. The report be referred to Cabinet. 	
	Northern Care Alliance NHS Group - Employment Support and Local Recruitment			RESOLVED that: <ol style="list-style-type: none"> 1. The report be noted. 2. A future update be brought to the Board in May 2021. 	Also considered by Health Scrutiny Committee, 26 th January 2021 and further actions agreed.
	Corporate Complaints Policy and the Unreasonable Behaviour Policy	Consultation		RESOLVED that the policies be endorsed by the Overview and Scrutiny Board.	
Tuesday, 9 March 2021 6.00 p.m.	Clean Air	Update	Neighbourhoods and Culture		Requested by the Board in September 2020
	Licensing Policy	Review of the Policy	Neighbourhoods and Culture (Cooperative Services)		Policy Framework
	Place Based Model	Update	HR and Corporate Reform		

	Thriving Communities	Update on the programme	Health & Social Care		Requested by Board in July 2019

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	Scheduled January 2021		
19 Oct 2020 at the rise of Special Meeting	Poverty	Workshop scheduled	Covid19 Response	Workshop took place on 19 Oct 2020		
TBC	Youth Council Motion	Digital Apprenticeships and Employment				
TBC	Adults Safeguarding	Explore issues of ethnicity and safeguarding	Health and Social Care			

PART C – OUTSTANDING ISSUES – DATES TO BE DETERMINED

When Discussed	Title	Summary of issue	Cabinet Portfolio	Timescales	Notes
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	Updated provided Dec 2020	
	Corporate Plan	Consultation on new Plan	All		Policy Framework

	Future High Street Fund and Towns Fund	Update	Economy & Skills (An Inclusive Economy)		
	Opportunities Fund	Update on the Fund	Education	Requested by the Board in September 2020; scheduled initially for December 2020; rescheduled and will align with funding announcement.	
	Proposed Landlord Licensing	Consultation	Housing (Cooperative Services)		Consultation delayed
	Local Plan	Issues and Options	Housing		Policy Framework
	Safeguarding Adults Board Three Year Strategy 2021/2024	Review of Strategy	Health and Social Care	Scheduled March 2021; rescheduled June 2021 due to Covid-related delays	
Page 168	Green New Deal Strategy and Generation Oldham	Further Update on funding	Finance and Green (Cooperative Services)	Requested by the Board in December 2020; scheduled March 2021; rescheduled June 2021 due to timing of funding announcement	
	20's Plenty in 2020	Council Motion	Neighbourhoods and Culture (Cooperative Services)	Scheduled March 2021; rescheduled June 2021 to allow for additional data gathering	Council Motion (4 Nov 2020)
	Equalities Strategy	Consultation		June 2021	

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	
20 Oct 20	Oldham Work and Skills Strategy Update	People and Place	Recovery Plan and revised Strategy to be brought to the Board	
20 Oct 20	Impact of Covid 19 on Unemployment, including Young People and Care Leavers	People and Place	The update on the Covid-19 recovery plan be brought to the Board at the earliest opportunity.	

20 Oct 20	Community Safety and Cohesion Partnership	Communities and Reform	The draft Plan to be circulated to Board members for comments when completed.	
20 Oct 20	Salary Sacrifice Cycle to Work Scheme	Communities and Reform	Information on the payroll timeline to be circulated to members.	Updated sent to Board Members on 22 Oct 2020.
20 Oct 20	'Let's All Do Our Bit to Tackle Litter' Motion	People and Place	Update on Charity Bins to be received from Environmental Services when available.	
1 Dec 20	Youth Offer	Children and Young People	Meeting to be arranged for Board Members, Cabinet Member and Youth Council	
1 Dec 20	Green New Deal Strategy	Finance and Green	Meeting to be arranged for Councillor McLaren, Councillor Jabbar and Andrew Hunt	Meeting arranged on 15 December 2020

PART E - NOTES

An item 'SEND Services' to consider an update on the services and progress against the Written Statement of Action, requested by Board in January 2020 and scheduled for March 2021, withdrawn due to consideration by the Overview and Scrutiny Performance and Value for Money Select Committee in August 2020 and February 2021.

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