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EXECUTIVE CABINET

Day: Wednesday
Date: 30 August 2017
Time: 2.00 pm
Place: Lesser Hall 2 - Dukinfield Town Hall

Item No.	AGENDA	Page No
1.	APOLOGIES FOR ABSENCE To receive any apologies for the meeting from Members of the Executive Cabinet.	
2.	DECLARATIONS OF INTEREST To receive any declarations of interest from Members of Executive Cabinet.	
3.	MINUTES	
a)	EXECUTIVE CABINET To consider the minutes of the last meeting of the Executive Cabinet held on 28 June 2017.	1 - 76
b)	STRATEGIC PLANNING AND CAPITAL MONITORING PANEL To receive the Minutes of the meeting of the Strategic Planning and Capital Monitoring Panel held on 10 July 2017.	77 - 88
c)	SINGLE COMMISSIONING BOARD To receive the minutes of the meeting of the Single Commissioning Board held on 11 July 2017.	89 - 98
d)	ENFORCEMENT CO-ORDINATION PANEL To consider the minutes of the meeting of the Enforcement Co-ordination Panel held on 26 July 2017 and the recommendation to Council in Minute 5 – New Powers under the Anti-Social Behaviour Crime and Policing Act 2014.	99 - 106
e)	CARBON AND WASTE REDUCTION PANEL To consider the minutes of the Carbon and Waste Reduction Panel held on 29 June 2017.	107 - 110
f)	ASSOCIATION OF GREATER MANCHESTER AUTHORITIES/GREATER MANCHESTER COMBINED AUTHORITY To consider the minutes of the AGMA Executive Board and Greater Manchester Combined Authority held on 30 June and 28 July 2017.	111 - 152

From: Democratic Services Unit – any further information may be obtained from the reporting officer or from Robert Landon, Head of Democratic Services, to whom any apologies for absence should be notified.

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4.	FINANCE MONITORING REPORTS	
a)	REVENUE MONITORING To consider the attached report of the First Deputy (Performance and Finance)/ Assistant Director (Finance).	153 - 180
b)	CAPITAL MONITORING To consider the attached report of the First Deputy (Performance and Finance)/ Assistant Director (Finance).	181 - 194
c)	PAYMENTS TO SUPPLIERS To consider the attached report of the First Deputy (Performance and Finance)/Assistant Director (Finance).	195 - 198
5.	COUNCIL TAX DISCOUNT - CARE LEAVERS To consider the attached report of the First Deputy (Performance and Finance)/Assistant Director (Exchequer).	199 - 218
6.	BUSINESS RATES RELIEF To consider the attached report of the First Deputy (Performance and Finance)/Assistant Director (Exchequer).	219 - 236
7.	CHILDREN'S SERVICES OFSTED INSPECTION UPDATE To consider the attached report of the First Deputy (Performance and Finance)/Director of Children and Adult Services.	237 - 254
8.	VISION TAMESIDE- NAMING OF JOINT PUBLIC SERVICE CENTRE To consider the attached report of the Deputy Executive Leader/Assistant Director (Development and Investment).	255 - 258
9.	TRANSFER OF THE GRAFTON CENTRE TO AN INDEPENDENT CHARITABLE INCORPORATED ORGANISATION. To consider the attached report of the Executive Member (Adult Social Care and Wellbeing)/Assistant Director (Adult Services).	259 - 266
10.	HAUGHTON GREEN SUPPLEMENTARY PLANNING DOCUMENT To consider the attached report of the Deputy Executive Leader/Assistant Director (Development and Growth).	267 - 410
11.	CONCORDE SUITE To consider the attached report of the Deputy Executive Leader/Assistant Director (Development and Investment).	411 - 416
12.	EXCLUSION OF PUBLIC AND PRESS That under Section 100A of the Local Government Act 1972 (as amended) the public be excluded for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A to the Local Government Act 1972. Information relating to the	

From: Democratic Services Unit – any further information may be obtained from the reporting officer or from Robert Landon, Head of Democratic Services, to whom any apologies for absence should be notified.

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	financial or business affairs of the parties (including the Council) has been provided to the Council in commercial confidence and its release into the public domain could result in adverse implications for the parties involved. Disclosure would be likely to prejudice the Council's position in negotiations and this outweighs the public interest in disclosure.	
13.	ASHTON PIONEER HOMES	417 - 458
	To consider the attached report of the Executive Leader/Director of Governance, Resources and Pensions.	
14.	ACTIVE TAMESIDE	459 - 468
	To consider the attached report of the Executive Member (Clean and Green)/Director of Population Health.	
15.	URGENT ITEMS	
	To consider any items which the Chair is of the opinion shall be considered as a matter of urgency.	

From: Democratic Services Unit – any further information may be obtained from the reporting officer or from Robert Landon, Head of Democratic Services, to whom any apologies for absence should be notified.

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MEETING OF EXECUTIVE CABINET

29 June 2017

Commenced: 2.00 pm

Terminated: 3.05 pm

Present: Councillor K. Quinn (Chair)
Councillors Cooney, J. Fitzpatrick, Gwynne, Robinson, Taylor, L Travis and Warrington

1. DECLARATIONS OF INTEREST

There were no declarations of interest submitted by Members of the Executive Cabinet.

2. MINUTES

(a) Executive Cabinet

Consideration was given to the Minutes of the meeting of Executive Cabinet held on 22 March 2017.

RESOLVED

That the Minutes of the meeting of Executive Cabinet held on 22 March 2017 be taken as read and signed by the Chair as a correct record.

(b) Single Commissioning Board

Consideration was given to the Minutes of the meeting of the Single Commissioning Board held on 11 April 2017.

RESOLVED

That the Minutes of the meeting of the Single Commissioning Board held on 11 April 2017 be received.

(c) Association of Greater Manchester Authorities / Greater Manchester Combined Authority

Consideration was given to a report of the Executive Leader and Chief Executive, which informed Members of the issues considered at the AGMA Executive Board and Greater Manchester Combined Authority held on 28 April 2017 and the Forward Plan of Strategic Decisions of the Greater Manchester Combined Authority and AGMA Executive.

RESOLVED

That the content of the report be noted.

3. REVENUE MONITORING – QUARTER 4 2016/17

Consideration was given to a report of the First Deputy (Performance and Finance) and the Assistant Executive Director (Finance) showing that at Quarter 4 the overall net revenue expenditure for the 2015/2016 financial year was £1.234m under budget. This was after movements to reserves to assist with future years' budget pressures. The reports explained the main variations to the Council's approved budget for the year.

RESOLVED

- 1. That the revenue outturn position be noted.**
- 2. That the detail for each service be noted.**
- 3. That the changes to revenue budgets as set out in Appendix 1 to the report be approved.**

4. CAPITAL MONITORING

Consideration was given to a report of the First Deputy (Performance and Finance) / Assistant Director (Finance) summarising the capital monitoring position at 31 March 2017. The report showed total capital investment of £35.288 in 2016/2017, which was £15,158m less than the total programmed spend for the year.

The projected outturn capital expenditure by service area was detailed and explanations were provided for capital projects with a projected variation of £0.100m or above over the life of the project. Schemes with an in-year variation in excess of £0.100m were highlighted and approval was being sought to re-profile the capital expenditure of these project.

RESOLVED

- 1. That approval be given to:**
 - (i) The reprofiling to reflect up to date investment profiles;**
 - (ii) The revised Capital Programme (including changes).**
 - (iii) The Capital Financing statement for 2016/17.**
- 2. That the following be noted:**
 - (i) The 2016/17 Capital Outturn position.**
 - (ii) The current position in regards to compulsory purchase orders (CPOs) and indemnities**
 - (iii) The capital receipts position**

5. TREASURY MANAGEMENT ACTIVITIES

Consideration was given to a report of the First Deputy (Performance and Finance) / Assistant Director (Finance), which set out the Treasury Management activities for the financial year 2016/2017. It was explained that, given that investment interest rates were lower than external borrowing throughout the year, available cash reserves were used to fund internal borrowing on a temporary basis. This had resulted in lower than anticipated borrowing costs, with an external interest saving of £6.691m. Investment returns were £0.803m higher than estimated.

RESOLVED:

- 1. That the treasury management activities undertaken on behalf of both Tameside MBC and the Greater Manchester Metropolitan Debt Administration Fund (GMMDAF) are noted.**
- 2. The outturn position for the prudential indicators in Appendix A is approved.**
- 3. The counterparty limit for GMPF is increased from £50m to £75m.**

5. COUNCIL TAX SUPPORT SCHEME

Consideration was given to a report of the First Deputy (Performance and Finance) / Assistant Director (Exchequer Services), which set out the procedural requirement for deciding if changes were required to the Council Tax Support scheme to become effective from April 2018. It was explained that scheme costs and claimant numbers continued to decline and support for claimants remained in place. It was stated that there appeared to be no adverse equality impact arising from the quarterly reviews that took place and further guidance, which may have a bearing on the scheme, from the Department for Communities and Local Government was not expected.

RESOLVED

That it be RECOMMENDED to Council that the Council Tax Support scheme for 2018/2019 in principle remains the same scheme as that effective from April 2017, subject to annual benefit uprating as detailed in the scheme and any further guidance, which may be issued from the Department for Communities and Local Government.

6. TAMESIDE FUTURE 5

Consideration was given to a report of the Executive Leader / Assistant Director (Policy, Performance and Communications), which set out a proposal for a 12 month contextual communications and engagement campaign that aimed to set out the narrative for a range of public service changes over the period. The report set out the proposed narrative that would be used for communicating and engaging with partners, citizens and businesses on the work being undertaken to provide a secure and sustainable future for Council services and Tameside communities. The report also set out examples of the campaign material. It was stated that a reformed public sector would support local residents to become resilient, independent and strong communities whilst engaging with others to help them do the same.

RESOLVED

That the proposed approach for the Tameside Future 5 campaign outlined in the report be agreed.

7. RE-USE OF ASHTON TOWN HALL

Consideration was given to a report of the First Deputy (Performance and Finance) / Assistant Director (Development and Growth), which provided an update on project development, costs, delivery timescales and risks associated with the project for the re-use of Ashton Town Hall.

It was explained that Creative Heritage Consultants Ltd, a specialist heritage assets consultancy, had been commissioned in 2016 to develop a draft vision and high-level business plan for the sustainable future use of Ashton Town Hall capable of supporting an application for funding to the Heritage Lottery Fund. The report proposed a future for the building based on the following concepts:

- **Inform** – art and culture hub, retail / food & drink;
- **Debate** – Council Chamber, Mayor's Parlour, committee / meeting rooms and Forshaw Room;
- **Celebrate** – ballroom and function rooms.

A comprehensive condition survey had been completed in November 2016 by Donald Insall Associates and BCA Consulting. The condition survey identified £3.72 million of repairs needed on the building and established that its Mechanical and Electrical infrastructure was at the end of its serviceable life. £534k of repairs were urgent and £2.58 million would be required within 5 years to arrest further deterioration of the building. A sum of £607,326 had also been suggested to address desirable items such as replacing some of the windows with traditional sash windows, replacing some internal doors with doors more in keeping with the buildings character and heritage.

It was stated that the project would involve refurbishment/renovation works currently estimated at £7.3 million to a listed building. It would involve the stripping out and renewal of the existing Mechanical & Electrical installations, developing new museum and exhibition spaces, moving the existing museum, various alterations and re-modelling of internal space and a new lift/stairwell on the external façade. There would also be a degree of maintenance work to the roof and external façade.

The project had been registered with the Heritage Lottery Fund (HLF) towards an application for heritage grant funding. The initial advice is that the elements relating to the museum and arts

gallery could be supported subject to detailed proposals. A detailed bid for £1.5 million of Heritage Lottery Fund grant was being prepared for submission in Summer 2017. The Council would need to consider the possible level of funding available to support the project within its overall capital programme.

RESOLVED

- 1. That the progress made to date with developing the project to secure the reuse of Ashton Town Hall be noted;**
- 2. That approval be given to a project development budget of £0.250 million for design and planning work up to RIBA Stage 4 (Technical Design) as outlined in the report to enable a full feasibility and costings to provide sufficient information for Members to determine whether an allocation from the revised Capital Programme should be made.**

8. REVIEW OF HACKNEY CARRIAGE AND PRIVATE HIRE POLICIES AND CONDITIONS

Consideration was given to a report of the Executive Member (Clean and Green) / Assistant Director (Environmental Services), which informed Board of the results of the recent consultation on proposed changes to the existing policies & conditions for licensed private hire & hackney carriage vehicles & drivers and the subsequent comments of the Speaker's Panel (Licensing) in relation to the proposed changes.

Members were reminded that in August 2016, permission had been granted by the Executive Member (Environmental Services), for a 12 week public consultation in respect of the proposed amendments, during which all key stakeholders would be given the opportunity to give their responses. The full consultation was attached at **Appendix 1** to the report and the responses to the consultation were attached at **Appendix 2** to the report.

Attached at **Appendix 3** to the report was a summary of all the proposed changes to policies & conditions, together with a summary of the perceived benefits & risks associated with the proposed changes.

On 24 January 2017, a report had been presented to the Speaker's Panel (Licensing), summarising the proposed changes to policy & conditions and outlining in detail the results of the public consultation. Members of the Tameside Owners and Drivers Association were present at the meeting and addressed the Panel in respect of each individual proposal. The Panel was asked to make comments on the proposals, and the Panel's comments are included in the report.

Members were requested to consider the contents of the report and make a recommendation to Full Council on whether some, or all of the proposed amendments to licensed vehicle & driver policies & conditions listed below should be adopted by the Authority.

- Lower age limit for licensed wheelchair-accessible vehicles
- Conditions relating to vehicles which have been written off in an accident
- Additional types of vehicle to be licensed as hackney carriages
- Including the acceptable condition standard in the vehicle licence conditions
- The Councils "Convictions Policy" for licensed drivers and applicants for drivers licences
- Policy relating to the requirement for new applicants to pass an English Language test and a local knowledge test.
- CCTV

RESOLVED

That Council be RECOMMENDED to agree that the amended policies and conditions for private hire and hackney carriage drivers and vehicles as set out in the appendix to the report be adopted by the Council.

9. TAMESIDE INTERCHANGE LAND ASSEMBLY GOVERNANCE

(Note: The Chair agreed that this item could be considered as a matter of urgency as delay in its consideration could be financially detrimental to the Council).

Consideration was given to a report of the First Deputy (Performance and Finance) / Assistant Director (Development and Growth), which sought approval for a land assembly agreement made by Tameside Council on behalf of Transport for Greater Manchester in securing all the required land for the new Tameside Interchange.

Members were reminded that the Tameside Interchange would see a new interchange constructed primarily on the existing bus station site, but with the footprint shifted to the west to improve links with the Metrolink terminus. In order to deliver the project land was required from the Ministry of Justice at Francis Thompson Drive and New Charter Housing adjacent to Assheton House. It was explained that at the time the original approval was granted in 2015, it was anticipated that the land assembly costs would at least be covered by the potential sale receipt from the development land. This was at the time when costs were anticipated to be in the order of £230k. The report explained that the site assembly costs had increased significantly and the total outlay was now expected to be in the region of £850k, albeit this would be shared with Transport for Greater Manchester and currently did not include any rental income to be agreed with the Ministry of Justice for the decant location in Birchcroft.

Indicative valuations of site ranged between £800k and £1m based on assumptions around future use and planning. Therefore, the financial position was much more finely balanced. Based on these figures there could be a loss of £50k or a surplus of £150k (before any sharing with TfGM) but ultimately this was dependent on the development receipt actually received.

RESOLVED:

That approval is given to the following inter dependant actions, in order to complete the land-assembly agreements which are necessary to facilitate the new Tameside interchange (Ashton-Under-Lyne) development:

- (a) purchase by the Council of the Ministry of Justice facility at Francis Thompson Drive together with relocation compensation equating to a total compensation package of £800k subject to £400k being met by Transport for Greater Manchester; purchase by the Council of freehold land at Assheton Close from New Charter of £15,000;**
- (b) payment by the Council of any tax liabilities falling to the Council as set out in the financial implications within this report;**
- (c) delegation of any consequential agreements arising out of the actions approved in this report to the Executive Director Governance, Resources, and Pensions in consultation with the Executive Director of Place to agree and execute, including:**
- (d) Payment by Transport for Greater Manchester to the Council of £400,000 forming 50% of the compensatory payment to be paid to the Ministry of Justice;**
- (e) the transfer of the surplus residual land from Transport for Greater Manchester to the Council for £1 (i.e. the land of the current transport interchange that is not required for the new Interchange) following completion of the development, with any direct receipt split equally between the Council and TFGM, with Governance to be sought at a later date; and**
- (f) To agree with Transport for Greater Manchester how transactional costs arising out of the actions approved in this report, including any tax required to be paid, such as Stamp Duty and Land Tax, and Value Added Tax, and New Charter land costs are to be met.**

CHAIR


APPENDIX 1

Report To:	EXECUTIVE CABINET
Date:	28 June 2017
Executive Member/Reporting Officer:	Councillor Allison Gwynne, Executive Member (Clean and Green) Ian Saxon, Assistant Director (Environmental Services)
Subject:	REVIEW OF HACKNEY CARRIAGE AND PRIVATE HIRE POLICIES & CONDITIONS
Report Summary:	This report outlines the consultation process recently undertaken in relation to proposed changes to policies & conditions for licensed private hire & hackney carriage vehicles and drivers. The report includes all responses to the public consultation, together with the comments from the Speaker's panel (Licensing).
Recommendations:	That the amended policies & conditions for private hire & hackney carriage drivers & vehicles be adopted by the Council.
Links to Community Strategy:	The licensing of Hackney Carriage vehicles contributes towards the Community Strategy theme of providing a safe environment.
Policy Implications:	Any future changes to these policies will be subject to Council decision.
Financial Implications: (Authorised by the Section 151 Officer)	Any expenditure relating to the implementation of changes to the policies and conditions will be financed from the service revenue budget.
Legal Implications: (Authorised by the Borough Solicitor)	The Council has previously resolved that Part II of the Local Government (Miscellaneous Provisions) Act 1976 should apply within Tameside. Consequently the Council is responsible for regulating the Private Hire and Hackney Trade within the Tameside. The Council has policies and conditions in place to enable members of the trade (private hire and hackney drivers, owners of private hire and hackney vehicles and private hire operators) to know how the Council will carry out these functions. The policies and conditions also ensure the Council carries out these functions in a transparent, fair, reasonable and proportionate manner. The Council is entitled and expected to amend these policies and conditions to reflect the changing needs of the Council, the trade and the public. In respect of the proposed changes to the current policies and conditions appropriate consultation has been carried out and had regard to which should reduce the risk of them being successfully challenged by way of a judicial review.
Risk Management:	Failure to properly consult on these proposals could result in a challenge from the trade or their representatives through a judicial review. This risk has been managed by extensive discussions with the trade which means that officers believe that the proposals in this report are broadly acceptable to most

members.

Access to Information:

The background papers relating to this report can be inspected by contacting the report writer, by Ian Saxon, Assistant Executive Director:

 Telephone: 0161 342 34701

 e-mail: lan.saxon@tameside.gov.uk

1. INTRODUCTION

- 1.1 In 2011, the Council adopted new policies and licence conditions for Hackney Carriage & Private Hire drivers, vehicles & operators. The new policies and conditions were the first such update since 1980.
- 1.2 Before adopting the new policies & licence conditions, an extensive consultation exercise was carried out which invited comment from the taxi & private hire trade, the public and elected members. As part of this consultation exercise, a report was presented to the Speaker's Panel (Licensing) on 11 March 2011, asking for a number of recommendations to be made by the panel to assist in the final decision.
- 1.3 When the Panel made their final recommendations, they also recommended that, once adopted, the policy & conditions should be reviewed again after a period of 3 years.
- 1.4 In November 2011, the Executive Member for Environmental Services formally adopted the revised policies & conditions by way of a key decision. The new policies included several significant amendments such as an age limit for licensed vehicles (a first for Tameside), a condition standard for licensed vehicles, a code of conduct for licensed drivers and a requirement for larger operators to keep electronic booking records.
- 1.5 In October 2015, the Tameside Owners & Drivers Association (the trade body representing licensed drivers and vehicle owners in Tameside) carried out two "go slow" protests around the Tameside area. One of the Association's main grievances was with some of the policies & conditions adopted by the Council in November 2011.
- 1.6 Following the protest, and taking into account the recommendation made by Panel in 2011 to review the conditions after 3 years, a decision was made to review some of the licence conditions for hackney carriage and private hire vehicles & drivers. Some amendments have been suggested by the representatives of the taxi trade and some have been suggested by the Licensing Manager.

2. REPORT

- 2.1 In August 2016, permission was granted by the Executive Member for Environmental Services, for a 12 week public consultation in respect of the proposed amendments, during which all key stakeholders would be given the opportunity to give their responses.
- 2.2 The consultation started on 6 September 2016 and remained active until 29 November 2016. The consultation was run via the Council's "Big Conversation" web page and anyone could respond to give their views on the proposed amendments to licence conditions.
- 2.3 The full consultation is attached at **Appendix 1**. This is the full list of questions relating to all the issues which are under review. The responses to the consultation are attached at **Appendix 2**.
- 2.4 Attached at **Appendix 3** is a summary of all the proposed changes to policies & conditions, together with a summary of the perceived benefits & risks associated with the proposed changes.
- 2.5 On 24 January 2017 a report was presented to the Speaker's Panel (Licensing), summarising the proposed changes to policy & conditions & outlining in detail the results of the public consultation. Members of the Tameside Owners & Drivers Association were present at the meeting and addressed the Panel in respect of each individual proposal.

The Panel were asked to make comments on the proposals, and the Panel's comments are included in this report.

- 2.6 Following the public consultation, some minor amendments were made to the proposed policies & conditions & a further 2-week consultation was carried out in relation to these minor amendments. The responses to this short consultation are attached at **Appendix 10**.

Licensed vehicle age limit

- 2.8 The current conditions for hackney carriages and private hire vehicles require new vehicles (those being issued with a licence for the first time) to be less than 5 years old, and existing vehicles to be taken off the fleet at 12 years of age (15 years for wheelchair accessible vehicles – which includes all hackney carriage vehicles).
- 2.9 The taxi & private hire association have requested that the Council consider amending the lower age limit of 5 years for wheelchair accessible vehicles only. Their request is that the lower age limit be raised to allow wheelchair accessible vehicles up to 8 years old to be licensed for the first time.
- 2.10 The public consultation showed that 65% of respondents either agreed or strongly agreed with the proposal to increase the lower age limit for vehicles and 35% either disagreed or strongly disagreed.
- 2.11 The Speakers Panel (Licensing) commented that they were satisfied that there was scope to increase the lower age limit (for wheelchair accessible vehicles only), providing any increase was balanced out by the introduction of an emissions policy and a condition policy which applies to all licensed vehicles, irrespective of age. The Panel commented that a lower age limit of 7 years may be appropriate in these circumstances.
- 2.12 The lower age limit of 7 years for wheelchair accessible vehicles is proposed as an amendment to be adopted by the Council.

Conditions relating to vehicles which have been written off in an accident

- 2.13 Currently, there are no conditions which prevent the Authority from issuing licences to vehicles, which have repaired after having previously been damaged and then declared a total loss by an insurance company.
- 2.14 The Licensing Manager has asked for a policy to be introduced, which precludes the Authority from licensing previously written-off vehicles due to concerns about the vehicle's structural integrity in the event of a second accident.
- 2.15 Subject to certain exemptions, the taxi & private hire trade association have agreed that there are benefits in introducing a restriction on the licensing of written-off vehicles.
- 2.16 In addition, the trade association have requested that the existing conditions be amended to allow the owners of vehicles which are above the "lower" age limit, to replace their vehicle with one, which is of a similar, or younger age (as long as the vehicle is below 10 year old), if their existing vehicle is written off or stolen.
- 2.17 This amendment would ensure that vehicle owners were not penalised by having to find additional money to buy a vehicle which is below the lower age limit.
- 2.18 The public consultation showed that 70% of respondents either agreed or strongly agreed with the proposal to prohibit the licensing of vehicles, which have previously been written-off and 29% disagreed.
- 2.19 In addition, the public consultation showed that 51% of all respondents supported the suggestion that vehicle owners whose vehicle is written-off or stolen should be able to

replace their vehicle with one which is of a similar or younger age. 49% either disagreed or strongly disagreed.

2.20 The Speaker's Panel (Licensing) agreed that these proposals were reasonable and proportionate, and that prohibiting the licensing of previously written-off vehicles was a suitable public protection measure. In addition, they supported allowing owners to replace written-off vehicles with older replacements, providing a vehicle condition policy could be introduced which applies to all vehicles, irrespective of their age.

2.21 The suggested changes relating to written-off vehicles is recommended to Council.

Additional types of vehicle to be licensed as hackney carriages

2.22 The taxi trade have requested that the Council consider licensing a wider range of vehicles as hackney carriages, including smaller, rear (wheelchair) loading vehicles. The trade association believe that there are cost benefits to the owners of hackney carriages, and have provided a list of vehicles which are marketed as purpose-built taxis and are cheaper to buy – both new and used – than the current list of approved vehicles.

2.23 The public consultation showed that 79% of respondents either agreed or strongly agreed with this proposal and 21% either disagreed or strongly disagreed.

2.24 The Speaker's panel (Licensing) agreed with the proposal.

2.25 It is recommended that Council allows the additional types of vehicle to be licensed as hackney carriage vehicles.

Acceptable condition policy

2.26 The existing acceptable condition policy requires the owners of licensed vehicles over 10 years old to keep them in good condition, or risk the Council refusing to re-license them.

2.27 The taxi trade have suggested the removal of this policy and the introduction of an alternative policy requiring all vehicles, regardless of age, to meet the same high standards. Their view is that this would be fairer, as all vehicles, irrespective of age, would need to meet the same standards. They also believe that it would be a clearer policy, as having the same standards for all vehicles would make the requirements clearer and easier to understand.

2.28 92% of respondents to the public consultation either agreed or strongly agreed with this proposal and 8% either disagreed or strongly disagreed.

2.29 The Speaker's Panel (Licensing) agreed that the acceptable condition policy should apply to all vehicles, irrespective of age. They also commented that the introduction of a vehicle emissions policy would also help to address air quality issues across Tameside and the rest of Greater Manchester.

2.30 It is recommended that the Council incorporates the acceptable condition policy and the new emissions policy within the policies & conditions for private hire and hackney carriage vehicle conditions.

The Councils "Convictions Policy" for licensed drivers and applicants for drivers licences

2.31 The Convictions Policy defines the matters which the Speaker's Panel (Licensing) should take into account when deciding if a licensed driver or applicant is a "Fit & Proper" person & gives guidance to the Panel on applying the "Fit & Proper Test".

- 2.32 The existing convictions policy was introduced in 2006 and will benefit from a refresh to ensure it is fit for purpose. The new policy is based on a policy which has been commonly adopted by the majority of Greater Manchester authorities.
- 2.33 In addition, the current policy does not give any guidance on how the Panel should consider “non conviction-related matters” such as intelligence and court acquittals for serious offences. A revised policy would help the Panel in making appropriate decisions and assist in protecting the public. The proposed new policy is attached at **Appendix 4**
- 2.34 48 respondents to the public consultation gave narrative responses to this proposal – the responses are attached at **Appendix 5**
- 2.35 The Speaker’s Panel (Licensing) strongly supported the introduction of a new convictions policy.
- 2.36 It is recommended that the new policy be adopted by the Council.

Policy relating to the requirement for new applicants to pass an English Language test and a local knowledge test.

- 2.37 Under the current policy & conditions, new applicants for driver’s licences are required to pass an English language test and a local knowledge test. These tests are currently administered by Officers from the Licensing Department.
- 2.38 The proposal is for the function of testing prospective applicants to be outsourced to an appropriate college or training facility to ensure fairness and high standards are maintained in respect of the training and testing of new applicants for taxi & private hire driver’s licences.
- 2.39 91% of respondents to the public consultation either agreed or strongly agreed with this proposal and 9% either disagreed or strongly disagreed.
- 2.40 The Speaker’s Panel (Licensing) supported the proposal on the understanding the Licensing Authority retained control of the content & curriculum of any new course or exam.

CCTV cameras in licensed vehicles

- 2.42 CCTV can offer additional protection to members of the public and licensed drivers, prevent crimes against drivers and provide useful evidence in the event of a complaint.
- 2.43 The proposal is to introduce a policy which encourages the use of CCTV in licensed vehicles and gives clear guidance to drivers and owners on all aspects of CCTV use in licensed vehicles. A draft CCTV policy is attached at **Appendix 6**
- 2.44 90% of respondents to the public consultation either agreed or strongly agreed with this proposal and 10% either disagreed or strongly disagreed.
- 2.45 The Speaker’s Panel (Licensing) strongly supported this proposal.
- 2.46 It is recommended that the Council adopts the new CCTV policy.
- 2.47 The proposed new vehicle conditions, including the revised vehicle condition policy, restrictions on written-off vehicles and a new emissions policy for licensed vehicles are attached at **Appendix 7** and **Appendix 8**.
- 2.48 An Equality Impact Assessment has been completed in relation to the proposed amendments & is attached at **Appendix 9**.

- 2.49 The initial screening section of the equality impact assessment showed that none of the groups with protected equality characteristics would be negatively impacted by the adoption of any of the amended & new policies & conditions.
- 2.50 The only exception related to members of the public with disabilities, for whom it was felt that the impact of extending the lower age limit for wheelchair accessible vehicles may have a positive impact by increasing the number of such vehicles within Tameside.
- 2.51 In view of the results of the initial screening, it was not felt necessary to carry out a full equality impact assessment.

3.0 RECOMMENDATION

- 3.1 As stated on the report cover



PRIVATE HIRE & HACKNEY VEHICLES POLICIES & CONDITIONS REVIEW

QUESTIONS

Q1. Please indicate which of the following best describes your interest in this consultation (Please tick one box only):

- A holder of a taxi related licence with Tameside Council
- A member of the public
- A community or voluntary group
- A partner organisation
- A business /private organisation
- Other (please specify below)

Q2. Have you used a private hire or hackney vehicle in Tameside during the last 12 months? (Please tick one box only):

- Yes (Go to Q3)
- No (Go to Q4)

Q3. Approximately how often have you used a private hire or hackney vehicle in Tameside during the last 12 months? (Please tick one box only)

- More than once a week
- At least once a week
- Two or three times a month
- At least once a month
- About once every six months
- At least once a year

Q4. If an individual currently wishes to licence a taxi or private hire vehicle with Tameside Council, it must be less than 5 years old (referred to as the 'lower age limit'). Once licensed, the vehicle can remain licensed until it is 12 years old, or 15 years old if it is wheelchair accessible.

Members of the taxi trade have requested that consideration be given to raising the lower age limit from 5 years to 8 years for wheelchair accessible vehicle (this includes all hackney carriages – or 'black cabs' - in Tameside). There is no proposal to increase the upper age limit of 15 years.

To what extent do you agree that the lower age limit for wheelchair accessible vehicles should be raised from 5 years to 8 years? (Please tick one box only)

- Strongly agree
- Agree
- Disagree
- Strongly disagree

Q5. If a licensed vehicle is written off in an accident or stolen, the owner must replace the vehicle with one which is less than 5 years old – irrespective of the age of the vehicle which was written off.

Members of the taxi trade have requested that this policy be reviewed to allow vehicles of up to 10 years old to be licensed as direct replacements for existing licensed vehicles which have been written off or stolen.

To what extent do you agree that owners of a licensed vehicle which has been written off in an accident or stolen should be able to replace their vehicle with one which is up to 10 years old? (Please tick one box only)

- Strongly agree
- Agree
- Disagree
- Strongly disagree

Q6. We are also seeking views on whether the council should stop the licensing of vehicles which have previously been written off, and then repaired.

To what extent do you agree that vehicles which have previously been written off and then repaired should not be issued a licence to be used as a private hire or hackney vehicle? (Please tick one box only)

- Strongly agree
- Agree
- Disagree
- Strongly disagree

Q7. Prior to 2011, the Council could only licence “London style” taxis as hackney carriages (shown as Image A).

Image A



In 2011, a change in policy allowed a limited number of different vehicles to be licensed as hackney carriages, such as the Peugeot E7 (shown as Image B) and the Mercedes M8 (shown as Image C).

Image B



Image C



Members of the taxi trade have now requested that the Council considers licensing other, smaller vehicles as hackney carriages, such as the Ford Journey (shown as Image D) and the Peugeot Premier (shown as image E). These vehicles are smaller and wheelchair passengers are loaded from the rear, rather than from the side. They are also cheaper to buy.

Image D



Image E



To what extent do you agree that smaller vehicles, such as the Ford Journey (shown as image D) and the Peugeot Premier (shown as image E), should be considered for licensing as hackney vehicles? (Please tick one box only)

- Strongly agree
- Agree
- Disagree
- Strongly disagree

Q8. The Council adopted an “acceptable condition policy” in 2011. This policy required all vehicles over the age of 10 years old to be maintained to a higher standard to ensure older vehicles are maintained sufficiently well to protect the travelling public.

Members of the taxi trade have suggested that the enhanced conditions of this policy applicable to vehicles aged 10 years or over should be extended to all licensed vehicles so that all are maintained to the same high standard.

To what extent do you agree that the enhanced conditions of the acceptable condition policy, applicable to vehicles aged 10 years or over, should be applied to all vehicles irrespective of their age? (Please tick one box only)

- Strongly agree
- Agree
- Disagree
- Strongly disagree

Q9. The Council is not allowed to grant taxi driver licences to individuals unless they are a 'fit and proper' person. Currently, this decision is made in accordance with a 'convictions policy' which was adopted by the Council in 2006.

A new policy and set of guidelines relating to the application of the 'Fit & Proper Test' to licensed drivers & operators has been drafted which can be viewed at www.tameside.gov.uk/tbc/FitProperTestPolicy.pdf. The revised policy and guidelines tighten up the existing restrictions on individuals with certain convictions, and allows the Council to take into account a much wider range of information when deciding whether individuals are fit and proper.

Do you have any comments you wish to make in relation to the Policy & Guidelines relating to the Application of the "Fit & Proper Test" to Licensed Drivers & Operators? (Please state in the box below)

Q10. Applicants for hackney & private hire driver licences currently have to undergo an English language, numeracy and local knowledge test before being granted a licence.

The Council are considering requiring new applicants to undergo a course which would test potential drivers to a higher standard in terms of English, numeracy and local knowledge. The course would also give applicants instruction on other aspects of taxi driving, such as disability legislation, safeguarding etc.

To what extent do you agree with the introduction of a course which would ensure potential drivers are tested to a higher standard in terms of English numeracy and local knowledge? (Please tick one box only)

- Strongly agree
- Agree
- Disagree
- Strongly disagree

Q11. The Council is considering the introduction of a policy relating to CCTV in licensed vehicles. The proposed policy may include information relating to: advice and guidance in installing CCTV in vehicles; the type of CCTV systems which can be used; ensuring passengers are aware that CCTV is installed in the vehicle; training and competency in using CCTV systems.

To what extent do you agree with the introduction of a policy relating to CCTV in licensed vehicles? (Please tick one box only)

- Strongly agree
- Agree
- Disagree
- Strongly disagree

Q12. Do you have any other comments you wish to make in relation to our private hire or hackney vehicle policy & conditions? (Please state in the box below)

ABOUT YOU

The following information will only be used as part of the consultation and will not be used or processed for any other purpose

Q13: Name:

Postcode:

If you are interested in joining The Big Conversation, your local online community for people who live, work and spend free time in Tameside, please provide your e mail address below and we will contact you.

E mail:

Q14 Are you.....?

- Male Female

Q15 What is your age? (Please state)

Q16 What is your ethnic group? (Please tick one box only)

White

- English / Welsh / Scottish / Northern Irish / British
 Irish
 Gypsy or Irish Traveller
 Any other White background (Please specify)

Mixed / Multiple Ethnic Groups

- White and Black Caribbean
 White and Black African
 White and Asian
 Any other Mixed / Multiple ethnic background (Please specify)

Black / African / Caribbean / Black British

- African
 Caribbean
 Any other Black / African / Caribbean background (Please specify)

Asian / Asian British

- Indian
 Pakistani
 Bangladeshi
 Chinese
 Any other Asian background (Please specify)

Other ethnic group

- Arab
 Any other ethnic group (Please specify)

Q17 Are your day-to day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? This may include problems related to old age. (Please tick one box only)

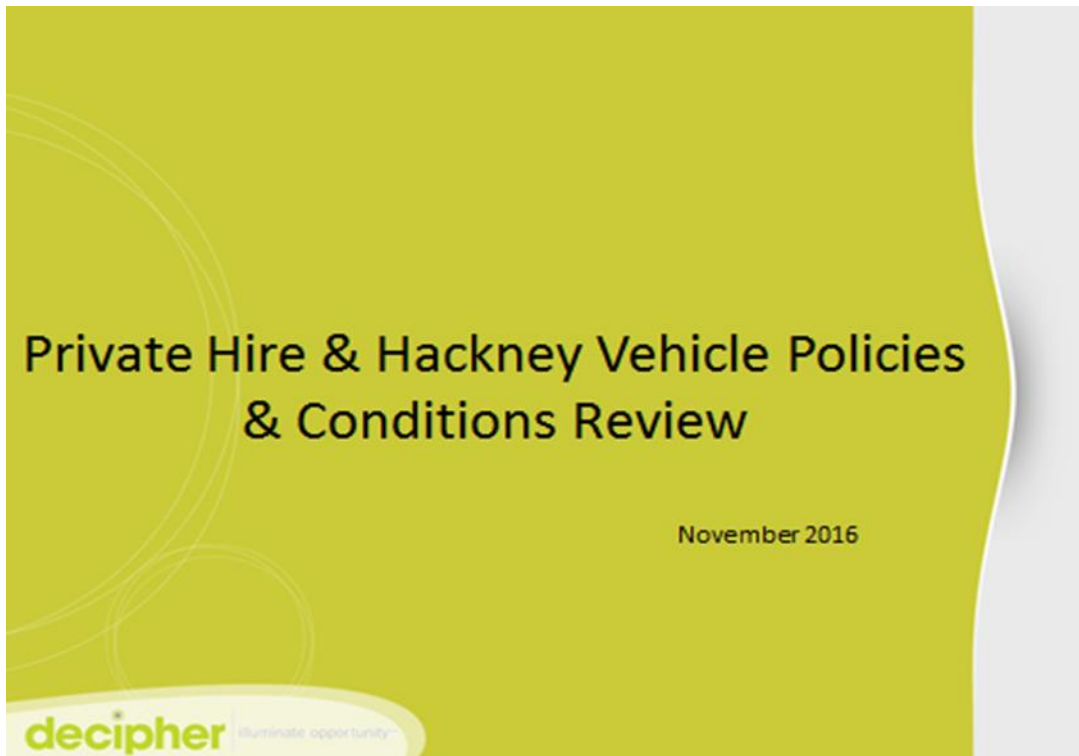
- Yes, limited a lot
 Yes, limited a little
 No

Q18 Do you look after, or give any help or support to family members, friends, neighbours or others because of either: (Please tick one box only)

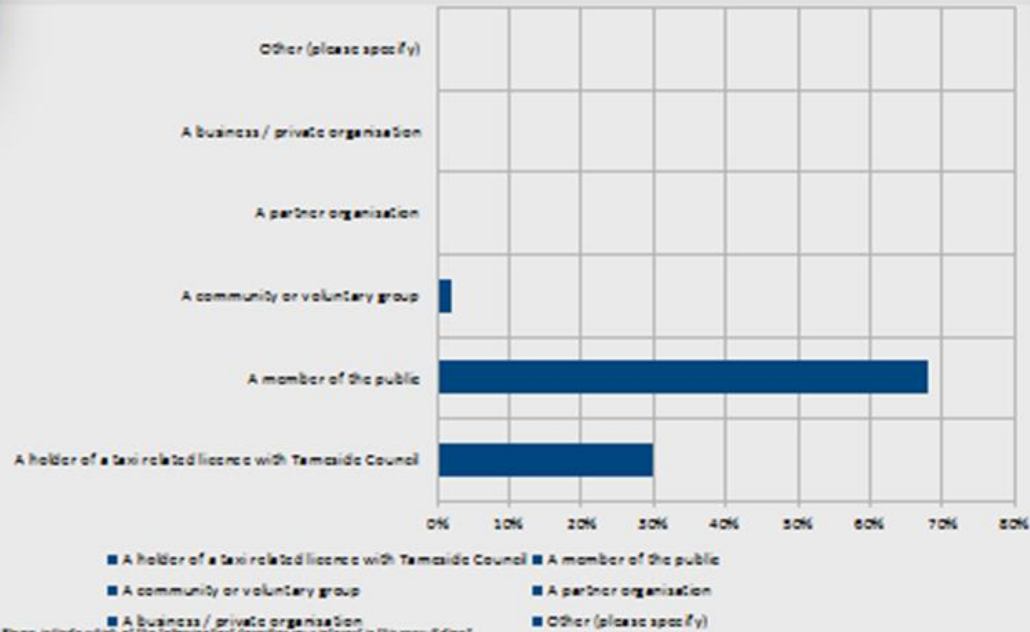
- Long term physical or mental ill-health / disability?

- Problems due to old age?

- No
- Yes, 1-19 hours a week
- Yes, 20-49 hours a week
- Yes, 50 or more a week



[Q1] Please indicate which of the following best describes your interest in this consultation?



[Q1] Please indicate which of the following best describes your interest in this consultation?

8328 (10PT0104) (SN N = 112)



illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

[Q1] Please indicate which of the following best describes your interest in this consultation?

	All
Total	100%
A holder of a taxi related licence with Tameside Council	30%
A member of the public	68%
A community or voluntary group	2%
A partner organisation	0%
A business / private organisation	0%
Other (please specify)	0%

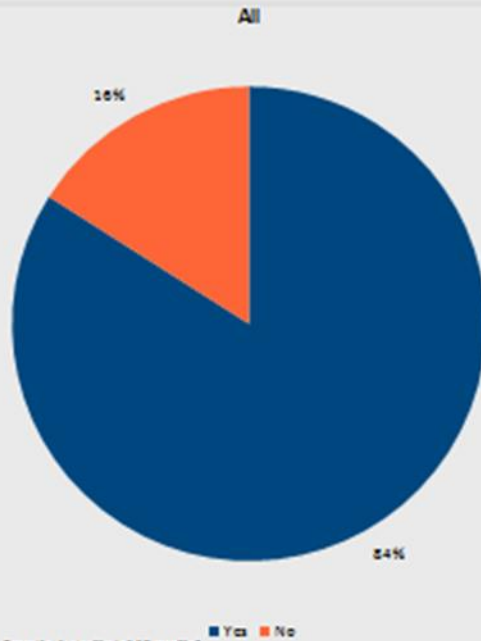
[Q1] Please indicate which of the following best describes your interest in this consultation?

8328 (10PT0104) (SN N = 112)



illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

[Q2] Have you used a private hire or hackney vehicle in Tameside during the last 12 months?



[Q2] How often you used a private hire or hackney vehicle in Tameside during the last 12 months?

8328 (84) (84 N = 118)

decipher

illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

[Q2] Have you used a private hire or hackney vehicle in Tameside during the last 12 months?

	All
Total	100%
Yes	84%
No	16%

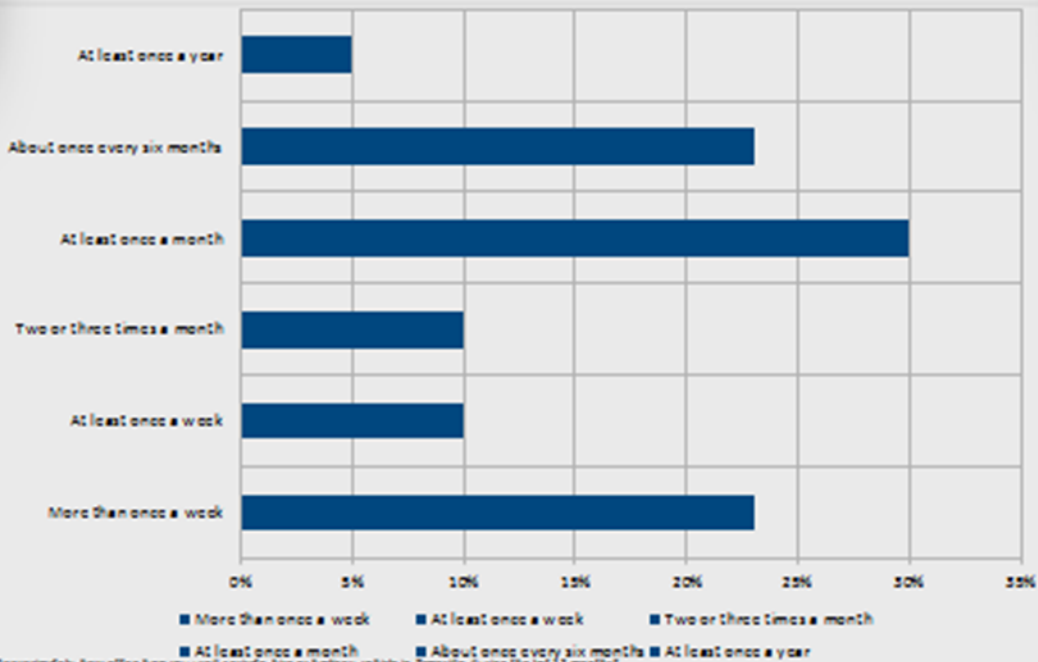
[Q2] How often you used a private hire or hackney vehicle in Tameside during the last 12 months?

8328 (84) (84 N = 118)

decipher

illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

[Q3] Approximately how often have you used a private hire or hackney vehicle in Tameside during the last 12 months?



[Q3] Approximately: How often have you used a private hire or hackney vehicle in Tameside during the last 12 months?

8328 ((OPT044)) (SN N = 100)



illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

[Q3] Approximately how often have you used a private hire or hackney vehicle in Tameside during the last 12 months?

	All
Total	100%
More than once a week	23%
At least once a week	10%
Two or three times a month	10%
At least once a month	30%
About once every six months	23%
At least once a year	5%

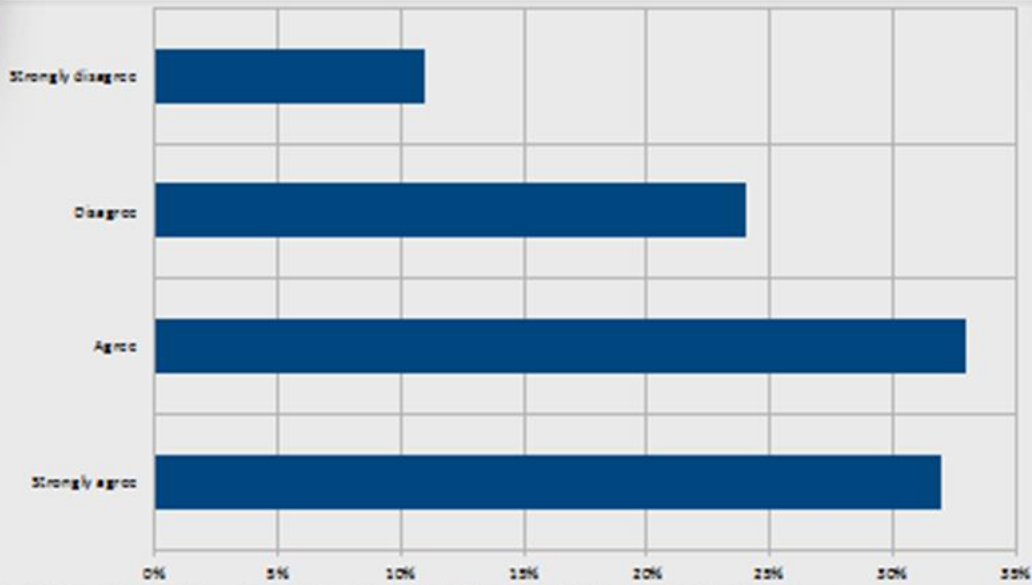
[Q3] Approximately: How often have you used a private hire or hackney vehicle in Tameside during the last 12 months?

8328 ((OPT044)) (SN N = 100)



illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

Q4) If an individual currently wishes to licence a taxi or private hire vehicle with Tameside Council, it must be less than 3 years old (referred to as the 'lower age limit'). Once licensed, the vehicle can remain licensed until it is 12 years old, or 15 years old if it is wheelchair accessible. Members of the taxi trade have requested that consideration be given to raising the lower age limit from 3 years to 8 years for wheelchair accessible vehicles (this includes all hackney carriages – or 'black cabs' – in Tameside). There is no proposal to increase the upper age limit of 15 years. To what extent do you agree that the lower age limit for wheelchair accessible vehicles should be raised from 3 years to 8 years?



Q4) If an individual currently wishes to licence a taxi or private hire vehicle with Tameside Council, it must be less than 3 years old (referred to as the 'lower age limit'). Once licensed, the vehicle can remain licensed until it is 12 years old, or 15 years old if it is wheelchair accessible. Members of the taxi trade have requested that consideration be given to raising the lower age limit from 3 years to 8 years for wheelchair accessible vehicles (this includes all hackney carriages – or 'black cabs' – in Tameside). There is no proposal to increase the upper age limit of 15 years. To what extent do you agree that the lower age limit for wheelchair accessible vehicles should be raised from 3 years to 8 years?

Q428 ((OPTIONAL)) (AN N = 110)

decipher

Illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

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	All
Total	100%
Strongly agree	32%
Agree	33%
Disagree	24%
Strongly disagree	11%

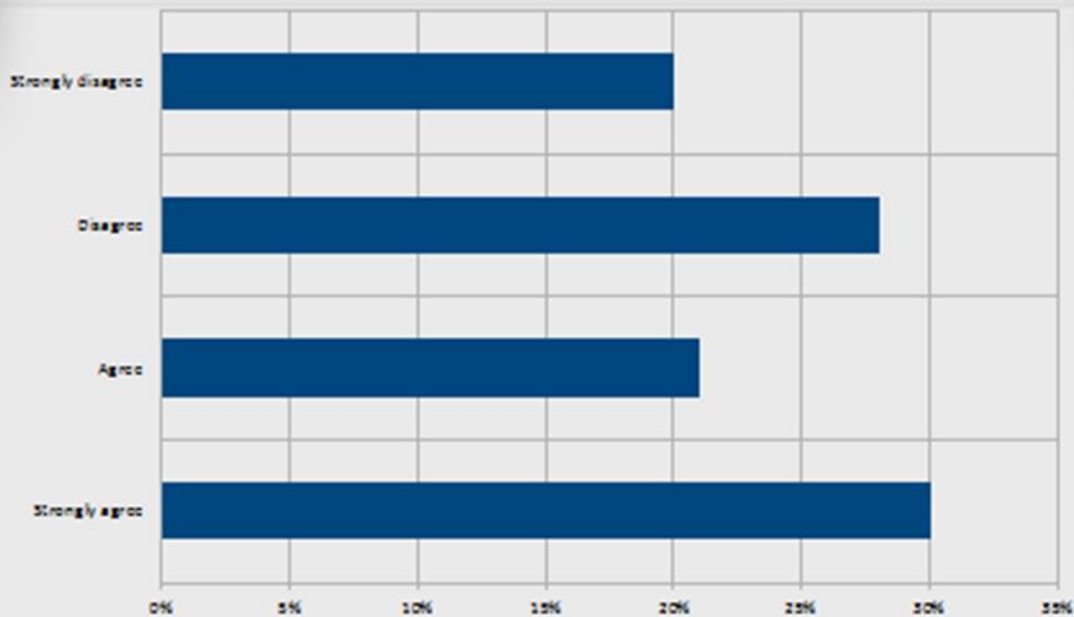
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Q428 ((OPTIONAL)) (AN N = 110)

decipher

Illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

Q3) If a licensed vehicle is written off in an accident or stolen, the owner must replace the vehicle with one which is less than 3 years old – irrespective of the age of the vehicle which was written off. Members of the taxi trade have requested that this policy be reviewed to allow vehicles of up to 10 years old to be licensed as direct replacements for existing licensed vehicles which have been written off or stolen. To what extent do you agree that owners of a licensed vehicle which has been written off in an accident or stolen should be able to replace their vehicle with one which is up to 10 years old?



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Q38 (OPT0404) (SA/N = 117)

decipher

illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

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	All
Total	100%
Strongly agree	30%
Agree	21%
Disagree	28%
Strongly disagree	20%

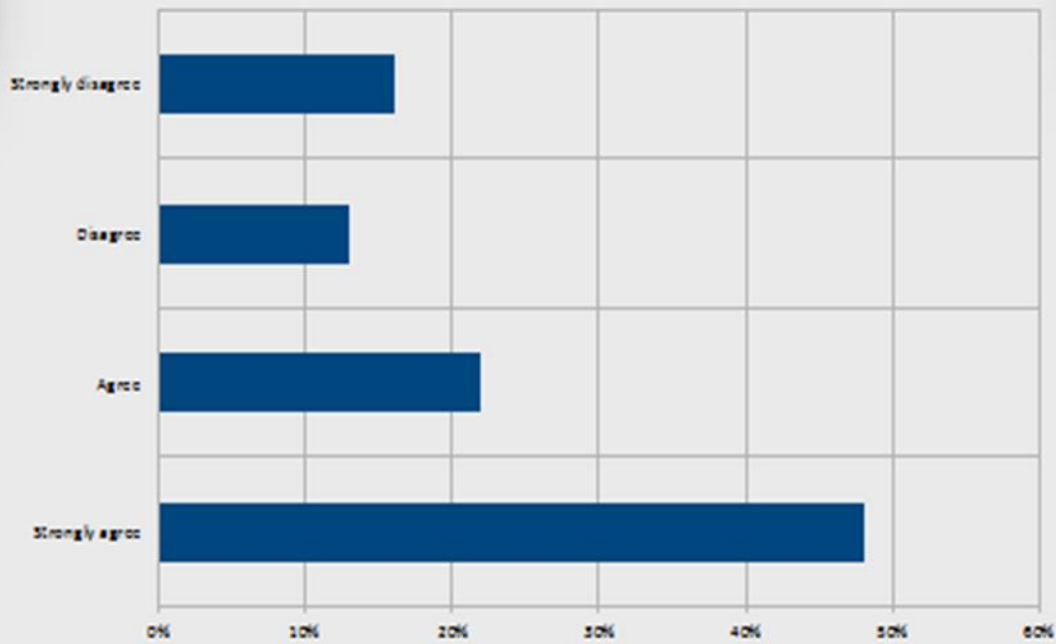
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Q38 (OPT0404) (SA/N = 117)

decipher

illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

[Q6] We are also seeking views on whether the council should stop the licensing of vehicles which have previously been written off, and then repaired. To what extent do you agree that vehicles which have previously been written off and then repaired should not be issued a licence to be used as a private hire or hackney vehicle?



[Q6] We are also seeking views on whether the council should stop the licensing of vehicles which have previously been written off, and then repaired. To what extent do you agree that vehicles which have previously been written off and then repaired should not be issued a licence to be used as a private hire or hackney vehicle?

Strongly agree Agree Disagree Strongly disagree

Q128 (OPTIONAL) (56 N = 112)

decipher

Illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

[Q6] We are also seeking views on whether the council should stop the licensing of vehicles which have previously been written off, and then repaired. To what extent do you agree that vehicles which have previously been written off and then repaired should not be issued a licence to be used as a private hire or hackney vehicle?

	All
Total	100%
Strongly agree	48%
Agree	22%
Disagree	13%
Strongly disagree	16%

[Q6] We are also seeking views on whether the council should stop the licensing of vehicles which have previously been written off, and then repaired. To what extent do you agree that vehicles which have previously been written off and then repaired should not be issued a licence to be used as a private hire or hackney vehicle?

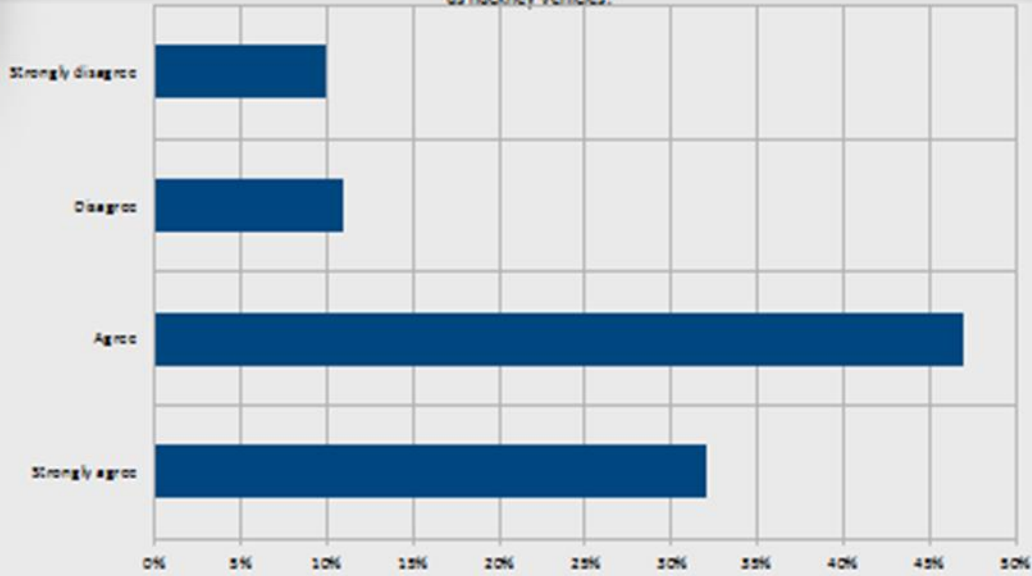
Q128 (OPTIONAL) (56 N = 112)

decipher

Illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

allowed a limited number of different vehicles to be licensed as hackney carriages, such as the Peugeot E7 (shown as image B) and the Mercedes MB (shown as image C). Members of the taxi trade have now requested that the Council considers licensing other, smaller vehicles as hackney carriages, such as the Ford Journey (shown as image D) and the Peugeot Premier (shown as image E). These vehicles are smaller and wheelchair passengers are loaded from the rear, rather than from the side. They are also cheaper to buy. To what extent do you agree that smaller vehicles, such as the Ford Journey (shown as image D) and the Peugeot Premier (shown as image E), should be considered for licensing

as hackney vehicles?



[Q7] Prior to 2013, the Council would only license "London style" taxis as hackney carriages (shown as image A). In 2013, a change in policy allowed a limited number of different vehicles to be licensed as hackney carriages, such as the Peugeot E7 (shown as image B) and the Mercedes MB (shown as image C). Members of the taxi trade have now requested that the Council considers licensing other, smaller vehicles as hackney carriages, such as the Ford Journey (shown as image D) and the Peugeot Premier (shown as image E). These vehicles are smaller and wheelchair passengers are loaded from the rear, rather than from the side. They are also cheaper to buy. To what extent do you agree that smaller vehicles, such as the Ford Journey (shown as image D) and the Peugeot Premier (shown as image E), should be considered for licensing as hackney vehicles?

8028 (OPT0164) (SA N - 112)

decipher

illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

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as hackney vehicles?

	All
Total	100%
Strongly agree	32%
Agree	47%
Disagree	11%
Strongly disagree	10%

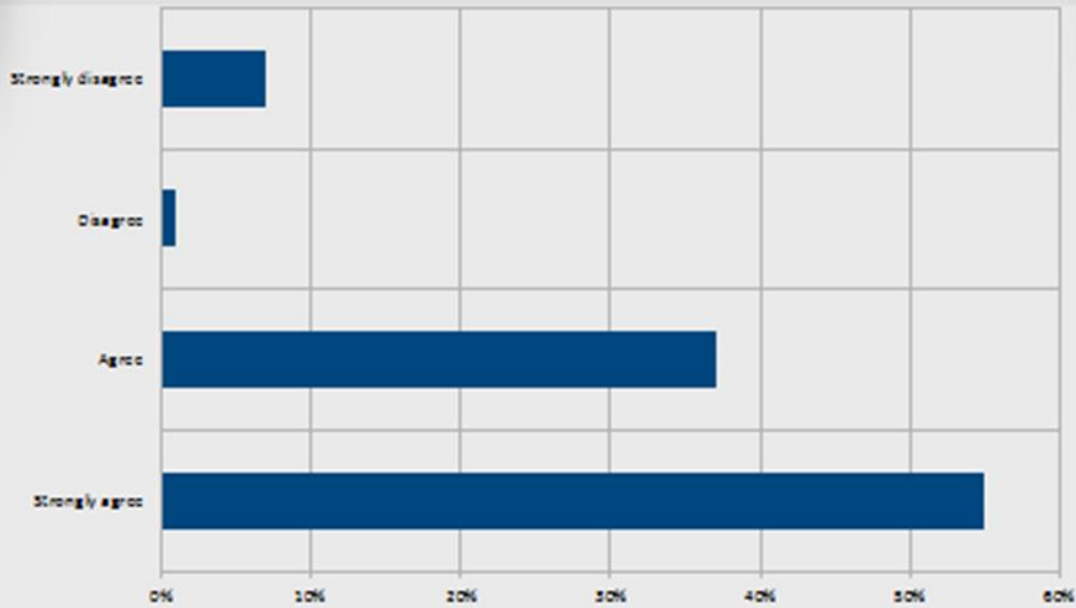
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8028 (OPT0164) (SA N - 112)

decipher

illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

[Q8] The Council adopted an "acceptable condition policy" in 2011. This policy required all vehicles over the age of 10 years old to be maintained to a higher standard to ensure older vehicles are maintained sufficiently well to protect the travelling public. Members of the taxi trade have suggested that the enhanced conditions of this policy applicable to vehicles aged 10 years or over should be extended to all licensed vehicles so that all are maintained to the same high standard. To what extent do you agree that the enhanced conditions of the acceptable condition policy, applicable to vehicles aged 10 years or over, should be applied to all vehicles irrespective of their age?



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838 ((DP104)) (56% = 117)

decipher

Illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

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	All
Total	100%
Strongly agree	55%
Agree	37%
Disagree	1%
Strongly disagree	7%

[Q8] The Council adopted an "acceptable condition policy" in 2011. This policy required all vehicles over the age of 10 years old to be maintained to a higher standard to ensure older vehicles are maintained sufficiently well to protect the travelling public. Members of the taxi trade have suggested that the enhanced conditions of this policy applicable to vehicles aged 10 years or over should be extended to all licensed vehicles so that all are maintained to the same high standard. To what extent do you agree that the enhanced conditions of the acceptable condition policy, applicable to vehicles aged 10 years or over, should be applied to all vehicles irrespective of their age?

838 ((DP104)) (56% = 117)

decipher

Illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

[Q9] Do you have any comments you wish to make in relation to the Policy & Guidelines relating to the Application of the 'Fit & Proper Test' to Licensed Drivers & Operators?

	All
	47

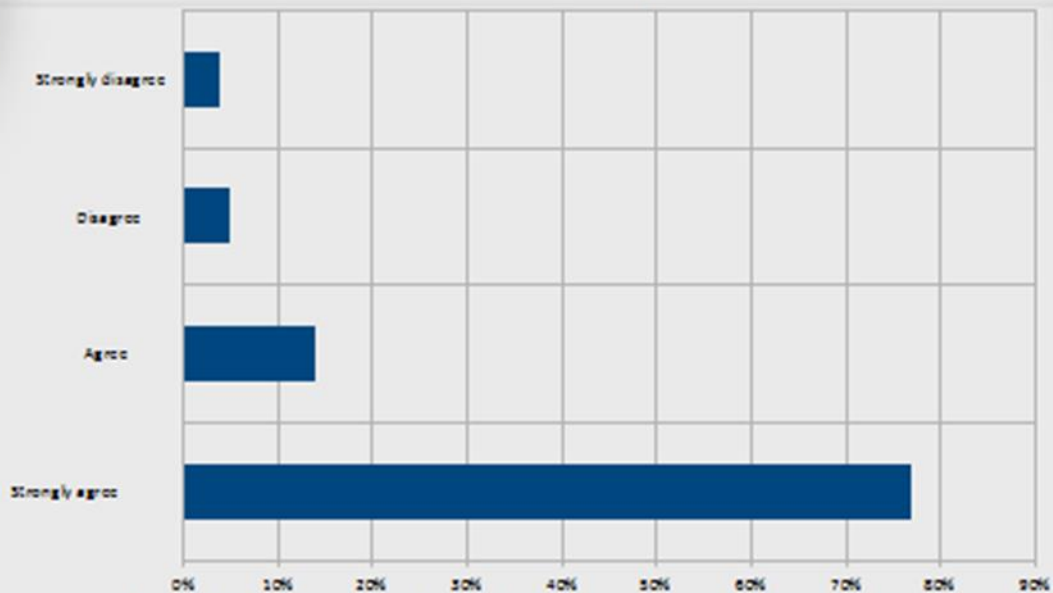
[Q9] Do you have any comments you wish to make in relation to the Policy & Guidelines relating to the Application of the 'Fit & Proper Test' to Licensed Drivers & Operators?

8128 (1071014) (26 N + 17 answer)



illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

[Q10] Applicants for hackney & private hire driver licences currently have to undergo an English language, numeracy and local knowledge test before being granted a licence. The Council are considering requiring new applicants to undergo a course which would test potential drivers to a higher standard in terms of English, numeracy and local knowledge. The course would also give applicants instruction on other aspects of taxi driving, such as disability legislation, safeguarding etc. To what extent do you agree with the introduction of a course which would ensure potential drivers are tested to a higher standard in terms of English numeracy and local knowledge?



[Q10] Applicants for hackney & private hire driver licences currently have to undergo an English language, numeracy and local knowledge test before being granted a licence. The Council are considering requiring new applicants to undergo a course which would test potential drivers to a higher standard in terms of English, numeracy and local knowledge. The course would also give applicants instruction on other aspects of taxi driving, such as disability legislation, safeguarding etc. To what extent do you agree with the introduction of a course which would ensure potential drivers are tested to a higher standard in terms of English numeracy and local knowledge?

8128 (1071014) (26 N + 110)



illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

[Q10] Applicants for hackney & private hire driver licences currently have to undergo an English language, numeracy and local knowledge test before being granted a licence. The Council are considering requiring new applicants to undergo a course which would test potential drivers to a higher standard in terms of English, numeracy and local knowledge. The course would also give applicants instruction on other aspects of taxi driving, such as disability legislation, safeguarding etc. To what extent do you agree with the introduction of a course which would ensure potential drivers are tested to a higher standard in terms of English numeracy and local knowledge?

	All
Total	100%
Strongly agree	77%
Agree	14%
Disagree	5%
Strongly disagree	4%

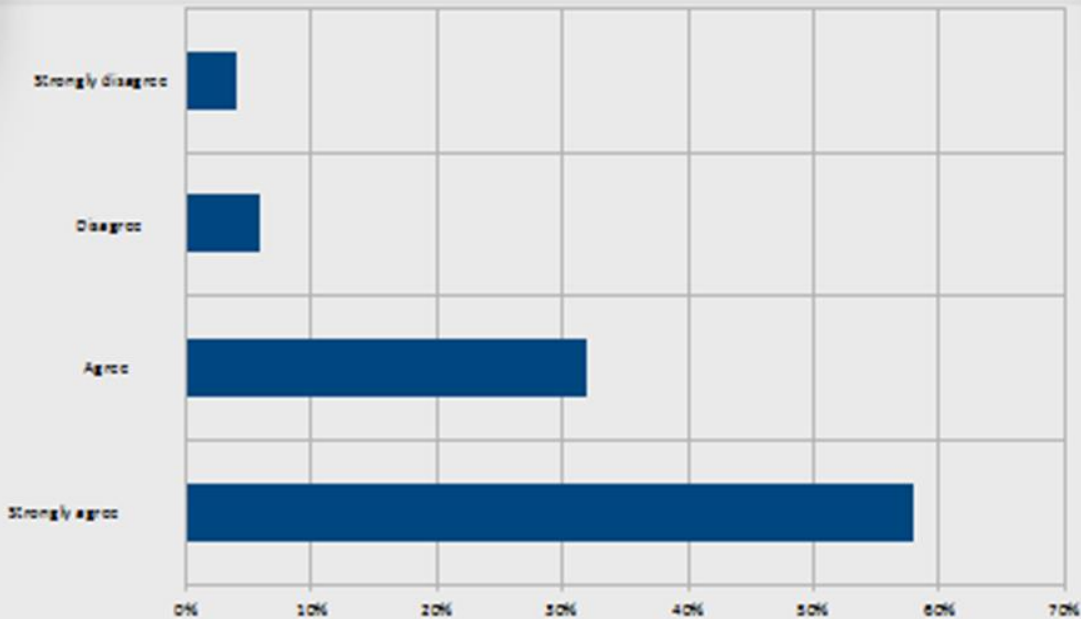
[Q10] Applicants for hackney & private hire driver licences currently have to undergo an English language, numeracy and local knowledge test before being granted a licence. The Council are considering requiring new applicants to undergo a course which would test potential drivers to a higher standard in terms of English, numeracy and local knowledge. The course would also give applicants instruction on other aspects of taxi driving, such as disability legislation, safeguarding etc. To what extent do you agree with the introduction of a course which would ensure potential drivers are tested to a higher standard in terms of English numeracy and local knowledge?

8326 ((OPTIONAL)) (26/4 - 12)

decipher

illuminate opportunity - Private Hire & Hackney Vehicle Policies & Conditions Review

[Q11] The Council is considering the introduction of a policy relating to CCTV in licensed vehicles. The proposed policy may include information relating to: advice and guidance in installing CCTV in vehicles; the type of CCTV systems which can be used; ensuring passengers are aware that CCTV is installed in the vehicle; training and competency in using CCTV systems. To what extent do you agree with the introduction of a policy relating to CCTV in licensed vehicles?



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8326 ((OPTIONAL)) (26/4 - 12)

decipher

illuminate opportunity - Private Hire & Hackney Vehicle Policies & Conditions Review

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	All
Total	100%
Strongly agree	58%
Agree	32%
Disagree	6%
Strongly disagree	4%

[Q11] The Council is considering the introduction of a policy relating to CCTV in licensed vehicles. The proposed policy may include information relating to advice and guidance in installing CCTV in vehicles; the type of CCTV systems which can be used; ensuring passengers are aware that CCTV is installed in the vehicle; training and competency in using CCTV systems. To what extent do you agree with the introduction of a policy relating to CCTV in licensed vehicles?

#128 ((OPTIONAL)) (AN - 110)

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[Q12] Do you have any other comments you wish to make in relation to our private hire or hackney vehicle policy & conditions?

	All
	51

[Q12] Do you have any other comments you wish to make in relation to our private hire or Hackney vehicle policy & conditions?

#128 ((OPTIONAL)) (AN - 31 answers)

decipher illuminate opportunity Private Hire & Hackney Vehicle Policies & Conditions Review

APPENDIX 3

Policy to be Reviewed	Review Requested/ Suggested by	Suggested/Requested Amendment to Policy	Possible Benefits of Amendment	Possible Risks of Amendment
<p>“Lower” age limit policy for wheelchair accessible vehicles (including all hackney carriage vehicles). The current policy is to refuse licences to new vehicles if they are over 5 years old.</p>	<p>Taxi & Private Hire Trade Association</p>	<p>To increase the lower age limit policy to allow licences to be issued to new vehicles up to 8 years old.</p>	<p>Cost – Vehicles up to 8 years old are significantly cheaper to buy than vehicles under 5 years old.</p> <p>Availability – The Trade Association report that vehicles under 5 years old are difficult to source.</p>	<p>Public Safety – Taxis are subject to hard use & high mileages. Allowing older vehicles to be licensed increases the risk of a vehicle being deemed unroadworthy.</p> <p>Air Quality – Older vehicles are more polluting & could potentially add to the air quality problems in Greater Manchester</p>
<p>Conditions relating to vehicles which have been written off in an accident.</p>	<p>Taxi & Private Hire Trade Association & Tameside Council Licensing Service</p>	<p>The Trade have suggested a relaxation of the lower age policy for vehicles which have been written off in an accident.</p> <p>Tameside Council’s Licensing Service has suggested a condition which prohibits the licensing of vehicles which have previously been written off.</p>	<p>Cost – if a vehicle over 5 years old is written off following an accident, the owner will only be paid out the value of the older vehicle & may not be able to afford the additional cost of a vehicle under 5 years old.</p> <p>Prohibiting the licensing of repaired write-offs will protect public safety by ensuring passengers are carried in vehicles which are structurally sound.</p>	<p>Public Safety - Allowing older vehicles to be licenced increases the risk of a vehicle being deemed unroadworthy.</p> <p>Air Quality - Older vehicles are more polluting & could potentially add to the air quality problems in Greater Manchester</p>
<p>The policy which restricts the types of vehicles which the Council will license as hackney carriages.</p>	<p>Taxi & Private Hire Trade Association</p>	<p>The taxi trade have requested that the Council consider licensing a wider range of vehicles as hackney</p>	<p>Cost – The trade have provided a list of vehicles which are marketed as purpose-built taxis and are cheaper to buy – both new</p>	<p>Public Safety – rear-loading vehicles require the driver and wheelchair passenger to enter the road at the rear of the vehicle when loading, rather than loading from</p>

		carriages, including smaller, rear (wheelchair) loading vehicles.	and used – than the current list of approved vehicles.	<p>the kerbside.</p> <p>Rank Space – when loading a wheelchair passenger, the rear ramps require additional space between vehicles on taxi ranks.</p> <p>Reduced Passenger Capacity – these vehicles have fewer seats and additional passengers may be unable to accompany disabled companions.</p>
<p>The Council's "Acceptable Condition Policy". This policy requires the owners of licensed vehicles over 10 years old to keep them in good condition, or risk the Council refusing to re-license them.</p>	Taxi & Private Hire Trade Association	The taxi trade have suggested the removal of this policy and the introduction of an alternative policy requiring all vehicles, regardless of age, to meet the same high standards.	<p>Fairness – all vehicles, irrespective of age, would need to meet the same standards.</p> <p>Clarity – Having the same standards for all vehicles would make the requirements clearer and easier to understand.</p>	Maintenance of Older Vehicles – the current policy encourages the owners of vehicles over 10 years old to maintain them to a higher standard. There is a risk that changing this policy could lead to older vehicles being less well maintained.
The Councils "Convictions Policy" for licensed drivers and applicants for drivers licences.	Tameside Council Licensing Service	The Convictions Policy defines the matters which the Speaker's Panel (Licensing) should take into account when deciding if a licensed driver or applicant is a "Fit & Proper" person & gives guidance to the Panel on applying the "Fit & Proper Test".	<p>Updating Existing Policy – The existing policy was introduced in 2006 and will benefit from a refresh to ensure it is fit for purpose. The new policy is based on a policy which has been commonly adopted by the majority of Greater Manchester authorities.</p> <p>Public Protection – The current policy does not give any guidance on how the Panel should consider "non</p>	None identified at this stage.

			conviction-related matters” such as intelligence and court acquittals for serious offences. A revised policy would help the Panel in making appropriate decisions and assist in protecting the public	
<p>The Policy relating to the requirement for new applicants to pass an English Language test and a local knowledge test.</p> <p>Page 34</p>	Tameside Council Licensing Service & Taxi Trade Association	Under the current policy & conditions, new applicants for driver’s licences are required to pass an English language test and a local knowledge test. These tests are currently administered by Officers from the Licensing Department.	Better Public Service – the Taxi Trade Association have expressed concern that the standard of new licence holders has dropped – particularly in relation to English language and local knowledge. A review of this policy will examine whether there is a better alternative to in-house testing of new applicants.	None identified at this stage.
A policy relating to the use of CCTV cameras in licensed vehicles	Tameside Councils Executive Members	The introduction of a policy relating to CCTV in licensed vehicles	CCTV can offer additional protection to members of the public and licensed drivers. CCTV can prevent crimes against drivers and provide useful evidence in the event of a complaint.	Questions have been raised about the protection of people’s privacy when travelling in licensed vehicles.

Policy & Guidelines relating to the Application of the “Fit & Proper Test” to Licensed Drivers & Operators



STATEMENT OF POLICY – APPLICATION OF THE “FIT & PROPER” TEST

This document aims to provide guidance to any person with an interest in public and private hire licensing. In particular, but not exclusively:

- Applicants for drivers' licences
- Existing licensed drivers whose licences are being reviewed
- Applicants for operators licences
- Existing licensed operators whose licences are being reviewed
- Licensing Officers
- Members of the Speaker's Panel (Licensing) or other relevant decision making body
- Magistrates hearing appeals in respect of local authority decisions
- Police

The aim of the guidance is to provide transparency and consistency across the Greater Manchester region, in accordance with the principles of good enforcement and relevant Regulatory Compliance Codes.

Where Licensing Officers have delegated powers to grant licences, these guidelines will be utilised when making a decision to grant a licence. In all other cases applications for licences will be referred to the Speaker's Panel (Licensing) or other relevant decision making body. Whilst Officers and the Speaker's Panel (Licensing) will have regard to the guidelines contained in the policy, each case will be considered on its individual merits and, where the circumstances demand, the Panel/Officer may depart from the guidelines.

Background

1. In this policy the word “individual” includes an existing licence holder, an applicant for a new licence, and an applicant for the renewal of an existing licence.
2. Licences for drivers of hackney carriages, private hire vehicles or private hire operator may only be granted where the Council is satisfied that the individual is a fit and proper person to hold such a licence. *Local Government (Miscellaneous Provisions) Act 1976 S51 (1)(a) and S59 (1)(a)*
3. In this policy the word “issue” is used. This includes complaints made to the Council, Police, Operators or any other agency, breaches of licensing conditions and intelligence received from other agencies (including circumstances which have not resulted in a criminal conviction, caution or other disposal).
4. Licences for operators of private hire vehicles may only be granted where the Council is satisfied that the individual is a fit and proper person to hold such a licence. *Local Government (Miscellaneous Provisions) Act 1976 S55 (1)*
5. The policy is intended to give guidance on deciding whether a person is or is not a fit and proper person. The policy cannot cover every eventuality, but does give guidance in relation to individuals with previous convictions and cautions, other offences, such as motoring offences, and on the application of the “fit and proper test” to individuals when other information or intelligence may call into question their suitability to hold the relevant licences.
6. The Council is concerned to ensure:
 - (a) That an individual is a fit and proper person.
 - (b) That the public are not exposed to persons with a history of dishonesty, indecency, violence or other serious criminal matters.
 - (c) The safeguarding of children, young persons and vulnerable adults.
7. The public are not normally permitted to attend Committee hearings for private hire, hackney carriage driver applications or private hire operator applications or reviews, however, in determining whether to grant a licence the committee or officers will take into account the human rights of the wider public and balance these against the human rights of the applicant.
8. When submitting an application for a licence to drive a hackney carriage or private hire vehicle, or for an operators licence, individuals are required to declare all their previous convictions. Individuals are also required to declare all formal/simple cautions, any matters of restorative justice, all endorsable fixed penalties they have received and to provide details of all criminal matters of which they are currently the subject of investigation or prosecution.
9. The information given will be treated in confidence and will only be taken into account in relation to the relevant application, to assist the Council in determining whether the applicant is a fit and proper person to hold a licence for the purposes of sections 51, 55 and 59 of the Local Government (Miscellaneous Provisions) Act 1976, or whether the Council should exercise any of its powers under section 61 and 62 of the Act (suspension, revocation or refusal to renew a licence).

10. Applicants for a licence to drive a hackney carriage or private hire vehicle should be aware that the Council is empowered by law to check with the Disclosure & Barring Service for the existence and content of any criminal record and other intelligence held in their name. Officers from the licensing section will, where appropriate, contact other agencies for any further information which they may hold e.g. Housing Service, Children's Services and Greater Manchester Police. Information received from the Disclosure & Barring Service or other agency will be kept in strict confidence while the licensing process takes its course and will be retained no longer than is necessary and in any event will be destroyed in accordance with the requirements of the Data Protection Act 1998 and in accordance with good practice after the application is determined or any appeal against such determination is decided.

11. The disclosure of criminal convictions, fines, cautions or other relevant information relating to an individual's conduct will not necessarily disqualify an individual from being granted, renewing or retaining a licence. The primary consideration is whether or not the individual can satisfy the Council that they are a fit and proper person to hold such a licence.

12. The Council may fail to be satisfied that an individual is a fit and proper person to hold a driver's licence or an operator's licence for any good reason. If adequate evidence that a person is a fit and proper person is not adduced or if there is good reason to question or doubt the evidence provided, then that could amount to good reason to refuse a licence.

13. In considering evidence of an individual's character and fitness to hold a drivers licence or operators licence, where previous convictions, cautions or other information relating to an individual's character are disclosed, the Council will consider the nature of the issue and any penalty imposed on the individual. The Council will also consider when the incident(s) took place, the date of any conviction and the length of time which has elapsed since the incident or conviction.

14. Other matters which the Council may take into account include the individual's age when the incident or offence took place, whether or not it demonstrates a pattern of criminal behaviour, the intent, the harm which was, or could have been caused and any other factors which might be relevant. Where an individual has been convicted of a criminal offence, the Council cannot review the merits of the conviction [*Nottingham City Council v. Mohammed Farooq (1998)*].

15. These guidelines do not deal with every type of offence, and do not prevent the Council from taking into account offences not specifically addressed in the guidelines, or other conduct which may be relevant to an individual. If an individual has a conviction for an offence not covered by the guidelines reference will be made to the factors at paragraph 14 when deciding whether any action should be taken.

Offences described in the guidelines and similar offences, though differently entitled in any statutory provision, modification or re-enactment, will be taken into account in accordance with the guidelines

16. These guidelines are not an attempt to define a "fit and proper person".

17. Any individual who is refused a driver's licence or has such a licence suspended or revoked on the grounds that the Council is not satisfied he/she is a fit and proper person to hold such a licence has a right of appeal to the Magistrates' Court within 21 days of the notice of refusal.

18. Any individual who is refused an operators licence has a right of appeal to the Magistrates' Court within 21 days of the notice of refusal.

19. This guidance will be used for the determination of new applications, the renewal of existing licences and the review of existing licences in relation to hackney carriage drivers, private hire drivers and private hire operator licences.

20. It is common practice for individuals to submit simultaneous applications for Hackney Carriage and Private Hire Driving Licence(s). Licensing Authorities may use the same application form which allows the individual to specify if they are applying for both types of driver's licences or only one type. This provides an efficient service for the customer and saves needless duplication. For dual applications the Speaker's Panel (Licensing) will be asked to apply the fit and proper test to each individual application. Similarly where an existing driver who holds both Private Hire and Hackney Carriage Licences is referred to Committee/Panel the fit and proper test will be applied individually to each Licence.

GUIDELINES ON THE RELEVANCE OF PREVIOUS CONVICTIONS AND OTHER INFORMATION

General Policy

1. Each case will be decided on its own merits.
2. In every case, it is the responsibility of the applicant or licence holder to prove that they are a fit and proper person.
3. The Council has a duty to ensure so far as possible that drivers and operators are fit and proper persons to hold licences. One aspect of that is the extent to which previous convictions, including but not limited to convictions for offences against children and young persons, dishonesty, sexual offences, traffic offences, violence and drugs indicate whether a person is or is not a fit and proper person, and whether or not they would be likely to take advantage of passengers or abuse or assault them.
4. Restorative justice and other criminal disposals are increasingly used by the police as a less formal way of dealing with issues and as an alternative to the criminal court system. The Council recognises that restorative justice and other out of court disposals tend to be applied in less serious cases or for first time offenders, nevertheless all such disposals will be taken into account when determining if a person is a fit and proper person.
5. A person with a conviction for a serious offence or a number of separate offences need not be automatically barred from obtaining a licence, but would normally be expected to:
 - a. Remain free of conviction for an appropriate period, which will depend on the nature of the offence(s); and
 - b. Show adequate evidence that he or she is a fit and proper person to hold a licence (the onus is on the applicant to provide such evidence).

Simply remaining free of conviction will not generally be regarded as adequate evidence that a person is a fit and proper person to hold a licence.

6. In certain situations it may be appropriate to depart from the general policy. For example, where the offence is an isolated one with mitigating circumstances or where a conviction defaults outside of the policy between the application and determination date. Similarly, multiple offences or a series of offences over a period of time are likely to give greater cause for concern and may demonstrate a pattern of inappropriate behaviour, which will be taken into account. In any case which involves murder, manslaughter or sexual offences, a licence will normally be refused.

7. Where the Council has received any information which suggests that a person is not (or is no longer) a fit and proper person, or that an individual has breached one or more conditions attached to their licence (and such breach/breaches call into question whether the licence holder remains a fit and proper person), the Speaker's Panel (Licensing) will meet to consider the information. After hearing the available evidence, the Panel may refuse to grant, refuse to renew, revoke or suspend a licence for any specified period.

- a. Hearing with notice – Where the Speaker’s Panel (Licensing) is to meet to consider whether or not an individual is a “fit and proper” person, notice of the time and date when the Panel meeting is to be convened will then be given ahead of the date listed with sufficient time to allow the person to seek independent legal advice and to attend and be represented at the hearing.
 - b. Ex-parte hearing – Where a meeting of the Speaker’s Panel (Licensing) is convened as a result of sensitive information being received by the Council, an assessment will be undertaken in balancing a person’s right to a fair hearing against whether or not it is in the public interest to hold the hearing ex-parte.
 - c. Where new offences are created or existing offences are consolidated or re-enacted etc. they will be treated in a manner appropriate to their severity whether or not this guidance has been updated to reflect the changes.
8. The following examples afford a general guide on the action which might be taken where convictions are disclosed:

A. Offences of Dishonesty

Drivers of hackney carriages and private hire vehicles are in a position of trust. It could be comparatively easy for a dishonest driver to defraud the public by, for example, demanding more than the legal fare, or by other criminal means.

Passengers of hackney carriages and private hire vehicles may include especially vulnerable people and children.

Members of the public entrust themselves to the care of drivers both for their own safety and for fair dealing. In certain situations drivers will know that a property is empty whilst the occupants are away on holiday for a set period of time after taking them to the airport or railway station.

The widespread practice of delivering unaccompanied property is indicative of the trust which businesses put into drivers.

For these reasons a serious view is taken of any offences involving dishonesty. An applicant with conviction(s) for dishonesty, which are less than 5 years old is unlikely to be considered favourably and should be referred to Panel for determination.

In particular, an application will normally be refused or an existing licence revoked where the individual has a conviction for an offence or similar offences listed below, if the date of conviction or the date on which any custodial sentence is completed* is less than 5 years prior to the date of application:

- i. Theft
- ii. Burglary
- iii. Fraud
- iv. Benefit fraud
- v. Handling or receiving stolen goods
- vi. Forgery (e.g. producing false insurance policy)
- vii. Conspiracy to defraud
- viii. Obtaining money or property by deception
- ix. Other deception
- x. Blackmail
- xi. Unauthorised taking of a motor vehicle
- xii. Abstracting electricity
- xiii. Perjury
- xiv. Attempting to or perverting the course of justice

*Including any suspended sentence or any period where the individual is subject to licence on release (i.e. the custodial sentence will only be considered complete at the end of any licence period).

B. Violence

Members of the public entrust their personal safety to private hire and hackney carriage drivers whenever they take a journey.

Passengers often travel alone and are vulnerable to physical attack etc.

Users of private hire and hackney carriage vehicles have a right to expect that drivers are not individuals with a history of violent behaviour of any description.

1. Offences against Children (under 14 years) and Young Persons (aged 14 to 17 years)

Drivers of hackney carriage and private hire vehicle are often entrusted with the care of children and young persons. It could be easy for an unscrupulous driver to take advantage of such vulnerable persons.

The Council seeks to minimise risks associated with children and young persons and for that reason a more serious view will be taken where offences of violence involve children or young persons.

Where the commission of an offence involved loss of life, a licence will normally be refused or revoked, irrespective of the date of offence or conviction.

Any other conviction will generally result in an application being refused or an existing licence revoked where the individual has a conviction for an offence or similar offences listed below, if the date of conviction or the date on which any custodial sentence is completed* is less than 10 years prior to the date of application.

*Including any suspended sentence or any period where the individual is subject to licence on release (i.e. the custodial sentence will only be considered complete at the end of any licence period).

2. Offences against Other Persons

An application will normally be refused or an existing licence revoked where the individual has a conviction for the below offences:

- Murder
- Manslaughter
- Manslaughter or culpable homicide while driving

An application will normally be refused or an existing licence revoked where the individual has a conviction for an offence or similar offences listed below, if the date of conviction or the date on which any custodial sentence is completed* is less than 10 years prior to the date of application.

- Arson
- Inflicting grievous bodily harm or wounding with intent (s.18 Offences Against the Person Act)
- Inflicting grievous bodily harm or wounding (s.20 Offences Against the Person Act)
- Inflicting grievous bodily harm or wounding with intent (s.20 Offences Against the Person Act 1861) which is racially aggravated (s.29(1)(a) Crime and Disorder Act 1998)

- Inflicting grievous bodily harm or wounding (s.18 Offences Against the Person Act 1861) which is racially aggravated (s.29(1)(a) Crime and Disorder Act 1998)
- Assault occasioning actual bodily harm (s.47 Offences Against the Person Act 1861) which is racially aggravated (s.29(1)(b) Crime and Disorder Act 1998)
- Common assault which is racially aggravated (s.29(1)(c) Crime and Disorder Act 1998)
- Robbery
- Aggravated burglary
- Illegal possession of a firearm
- Riot
- Violent disorder
- Resisting arrest
- Assault Police
- Threats to kill

*Including any suspended sentence or any period where the individual is subject to licence on release (i.e. the custodial sentence will only be considered complete at the end of any licence period).

An application will also normally be refused or an existing licence revoked where the individual has a conviction for an offence or similar offences listed below, if the date of conviction or the date on which any custodial sentence is completed* is less than 5 years prior to the date of application.

- Racially-aggravated criminal damage (s.30 Crime and Disorder Act 1998)
- Racially-aggravated s.4 Public Order Act 1986 offence (fear of provocation of violence) (s.31(1)(a) Crime and Disorder Act 1998)
- Racially-aggravated s.4A Public Order Act 1986 offence (intentional harassment, alarm or distress (s.31(1)(b) Crime and Disorder Act 1998)
- Racially-aggravated s.2 Protection from Harassment Act 1997 offence (harassment) (s.32(1)(a) Crime and Disorder Act 1998)
- Racially-aggravated s.4 Protection from Harassment Act 1997 offence (putting people in fear of violence) (s.32(1)(b) Crime and Disorder Act 1998)
- Racially-aggravated s.5 Public Order Act 1986 offence (harassment, alarm or distress) (s.31(1)(c) Crime and Disorder Act 1998)

*Including any suspended sentence or any period where the individual is subject to licence on release (i.e. the custodial sentence will only be considered complete at the end of any licence period).

An application will also normally be refused or an existing licence revoked where the individual has a conviction for an offence or similar offences listed below, if the date of conviction or the date on which any custodial sentence is completed* is less than 3 years prior to the date of application:

- Common assault
- Assault occasioning actual bodily harm (s.47 Offences Against the Person Act)
- Affray
- S5 Public Order Act 1986 offence (harassment, alarm or distress)
- S.4 Public Order Act 1986 offence (fear of provocation of violence)
- S4A Public Order Act 1986 offence (intentional harassment, alarm or distress)
- Harassment- breach of restraining order- on conviction Protection from Harassment Act 1997 s5(5) / s. 5(6)
- Obstruction
- Possession of offensive weapon
- Criminal damage

*Including any suspended sentence or any period where the individual is subject to licence on release (i.e. the custodial sentence will only be considered complete at the end of any licence period).

No favourable distinction will be made in relation to offences relating to domestic violence or abuse. The Council takes the view that domestic abuse and violence is completely unacceptable and the above guidelines will apply to any offence, including those relating to domestic violence or abuse.

C. Drugs

An application will normally be refused or an existing licence will normally be revoked where the individual has a conviction for an offence related to the supply of drugs if the date of conviction or the date on which any custodial sentence is completed* is less than 10 years prior to the date of application.

An application will normally be refused or an existing licence will normally be revoked where the individual has more than one conviction for offences related to the possession of drugs if the date of conviction or the date on which any custodial sentence is completed* is less than 5 years prior to the date of application.

*Including any suspended sentence or any period where the individual is subject to licence on release (i.e. the custodial sentence will only be considered complete at the end of any licence period).

If any applicant was previously an addict then they will normally be required to show medical evidence that they have been drug free for at least 5 years before consideration will be given to granting a licence.

D. Sexual and Indecency Offences

Any individual currently on the sex offenders' register will not normally be granted a licence.

Offences against Children (under 14 years) and Young Persons (aged 14 to 17 years)

Where the commission of a sexual offence involves a child or young person an application will normally be refused or an existing licence will normally be revoked, irrespective of the date of offence, conviction or end of sentence.

Intelligence and other information which has not resulted in a criminal conviction

The Council will sometimes be made aware of other intelligence or lower level information about an individual which has not resulted in the conviction of that person but is relevant in relation to their character. Officers will give appropriate consideration to this information and will seek to consult with other appropriate agencies in order to ensure that they have a comprehensive understanding.

Any additional information gathered through this process may then be taken into account at any subsequent meeting of the Speaker's Panel (Licensing).

Offences against persons other than children / young persons

Individuals with a conviction for rape, indecent assault, or other similar offences contrary to the Sexual Offences Act 2003, will normally be refused a licence, or existing licence holders will have their licence(s) revoked, irrespective of the date of offence, conviction or end of sentence.

Applications from Individuals with a conviction relating to sexual offences such as soliciting, importuning, indecent exposure or other similar offences contrary to the Sexual Offences Act 2003, will normally be refused or an existing licence will normally be revoked if the date of conviction or the date on which any custodial sentence is completed* is less than 10 years prior to the date of application.

*Including any suspended sentence or any period where the individual is subject to licence on release (i.e. the custodial sentence will only be considered complete at the end of any licence period).

E. Drunkenness

Driving whilst under the influence of alcohol or drugs is unacceptable under any circumstances and puts not only the driver, but passengers and other road users at risk. Such irresponsible behaviour is not compatible with the responsibilities of a private hire or hackney carriage driver.

With a motor vehicle

Where an individual has been convicted of an offence of driving, attempting to drive or being in charge of a vehicle while under the influence of alcohol or drugs, an application will normally be refused or an existing licence will normally be revoked. At least 5 years free from conviction should normally elapse from the date of the restoration of the DVLA licence before an applicant is considered for a licence.

In addition, an individual will normally be required to show medical evidence that a period of at least 5 years has elapsed after completion of detoxification treatment if they were an alcoholic or drug addict.

Not in a motor vehicle

An isolated conviction for drunkenness need not debar an individual from obtaining or holding a licence. In some cases, a warning may be appropriate.

More than one conviction for drunkenness could indicate a medical problem necessitating clinical examination and refusal of a licence.

In addition, in line with DVSA's group 2 medical standards, an individual will generally be required to show a period of at least 5 years has elapsed after completion of detoxification treatment if they were an alcoholic or drug addict.

F. MOTORING CONVICTIONS

Major traffic offences

New applicants and existing licensed drivers with a conviction for a Major Traffic Offence as defined below, which is less than 5 years prior to the date of the application (or the present date in relation to existing licensed drivers) will be referred to the Panel for determination. A conviction less than 3 years prior to the date of the application will generally be refused.

Any conviction which followed the death of an individual through negligent driving (listed as offence codes CD40 to CD71 and DD60 to DD80) will normally result in an application being refused or an existing licence being revoked, irrespective of the date of conviction.

Where the conviction resulted in a period of disqualification, an application will normally be refused unless a period of 3 years free from conviction has lapsed from the restoration of the DVLA licence

and 5 years where the disqualification relates to driving with excess alcohol or whilst unfit through drink or drugs.

In addition, applicants will generally be required to show medical evidence that a period of at least 5 years has elapsed after completion of detoxification treatment if they were an alcoholic or drug addict.

For the purposes of these guidelines the following offences are classed as ‘Major Traffic Offences’:

AC10	Failing to stop after an accident
AC20	Failing to give particulars or to report an accident within 24 hours
AC30	Undefined accident offences
BA10	Driving while disqualified by order of Court
BA30	Attempting to drive while disqualified by order of Court
CD40	Causing death through careless driving when unfit through drink
CD50	Causing death through careless driving when unfit through drugs
CD60	Causing death through careless driving with alcohol level above the limit
CD70	Causing death through careless driving then failing to supply a specimen for alcohol analysis
CD71	Causing death through careless driving the failing to supply a specimen for drug analysis
DD40	Dangerous driving
DD60	Manslaughter or culpable homicide while driving a vehicle
DD80	Causing death by dangerous driving
DR10	Driving or attempting to drive with alcohol level above limit
DR20	Driving or attempting to drive while unfit through drink
DR30	Driving or attempting to drive then failing to supply a specimen for analysis
DR31	Driving or attempting to drive when unfit through drugs
DR40	In charge of a vehicle while alcohol level above limit
DR50	In charge of a vehicle while unfit through drink
DR60	Failure to provide specimen for analysis in circumstances other than driving / attempting to drive
DR61	Failure to provide specimen for drug analysis in circumstances other than driving / attempting to drive
DR70	Failing to provide specimen for breath test
DR80	Driving or attempting to drive when unfit through drugs
DR90	In charge of a vehicle when unfit through drugs
IN10	Using a vehicle uninsured against third party risks
LC20	Driving otherwise than in accordance with a licence
LC30	Driving after making a false declaration about fitness when applying for a licence
LC40	Driving a vehicle having failed to notify a disability
LC50	Driving after a licence has been revoked or refused on medical grounds
MS50	Motor racing on the highway
MS60	Offences not covered by other codes
MS90	Failure to give information as to identity of driver, etc.
UT50	Aggravated taking of a vehicle

Aiding, Abetting, Counselling or Procuring

Offences as coded above, but with 0 changed to 2 (e.g. IN10 becomes IN12).

Causing or Permitting

Offences as coded above, but with 0 changed to 4 (e.g. IN10 becomes IN14).

Inciting

Offences as coded above, but with 0 changed to 6 (e.g. IN10 becomes IN16).

Or similar offences or offences which replace the above offences.

Intermediate Traffic Offences

Any Intermediate Traffic Offence, which has attracted 4 or more penalty points will be treated as though it were a Major Traffic Offence.

One Conviction

Where an individual has a single Intermediate Traffic Offence within the 2 years immediately preceding the date of application, they will normally be expected to show a period of at least 12 months free from conviction before an application is considered.

Existing licence holders who have been convicted of an intermediate traffic offence may be referred to the Speaker's Panel (Licensing).

Two or more Convictions

Where an individual has 2 or more Intermediate Traffic Offences in the 12 months immediately preceding the date of application, the individual will normally be expected to show a period of at least 2 years free from conviction before an application is considered.

If any conviction for an Intermediate Traffic Offence results in a disqualification, reference should be made to the section of these guidelines entitled "Disqualification".

For the purposes of these guidelines the following motoring offences are classed as 'Intermediate Traffic Offences':

CU10	Using vehicle with defective brakes
CU20	Causing or likely to cause danger by reason of use of unsuitable vehicle or using a vehicle with parts or accessories (excluding brakes, steering or tyres) in a dangerous condition
CU30	Using a vehicle with defective tyres
CU40	Using a vehicle with defective steering
CU50	Causing or likely to cause danger by reason of load or passengers
CU80	Breach of requirements as to control of the vehicle mobile phones etc
CD10	Driving without due care and attention
CD20	Driving without reasonable consideration for other road users
CD30	Driving without due care and attention or without reasonable consideration of other road users
SP10	Exceeding goods vehicle speed limit
SP20	Exceeding speed limit for type of vehicle (excluding goods or passenger vehicles)
SP30	Exceeding statutory speed limit on a public road – summons (not fixed

	penalty)
SP40	Exceeding passenger vehicle speed limit
SP50	Exceeding speed limit on a motorway
SP60	Exceeding speed limit offence

Aiding, Abetting, Counselling or Procuring

Offences as coded above, but with 0 changed to 2 (e.g. CU10 becomes CU12).

Causing or Permitting

Offences as coded above, but with 0 changed to 4 (e.g. CU10 becomes CU14).

Inciting

Offences as coded above, but with 0 changed to 6 (e.g. CU10 becomes CU16).

Or similar offences or offences which replace the above offences.

MINOR TRAFFIC OFFENCES

Any Minor Traffic Offence which has attracted 4 or more penalty points will be treated as though it were an Intermediate Traffic Offence

Single conviction

Where an individual has a single Minor Traffic Offence in the 12 months immediately preceding the date of application, the application will normally be granted with a letter of warning being placed on the file.

Two or more Convictions

Where an individual has two or more Minor Traffic Offences in the 2 months immediately preceding the date of application an individual will normally be expected to show a period of at least 12 months free from conviction before an application is considered.

For the purposes of these guidelines the following motoring offences are classed as 'Minor Traffic Offences':

MS10	Leaving a vehicle in a dangerous position
MS20	Unlawful pillion riding
MS30	Play street offences
MS70	Driving with uncorrected defective eyesight
MS80	Refusing to submit to an eyesight test
MW10	Contravention of Special Road Regulations (excluding speed limits)
PC10	Undefined contravention of Pedestrian Crossing Regulations
PC20	Contravention of Pedestrian Crossing Regulations with moving vehicle
PC30	Contravention of Pedestrian Crossing Regulations with stationary vehicle
SP30	Exceeding statutory speed limit on a public road resulting in a fixed penalty
TS10	Failing to comply with traffic light signals
TS20	Failing to comply with double white lines

TS30	Failing to comply with a “Stop” sign
TS40	Failing to comply with direction of a constable or traffic warden
TS50	Failing to comply with traffic sign (excluding “Stop” sign, traffic lights or double white lines)
TS60	Failing to comply with school crossing patrol sign
TS70	Undefined failure to comply with a traffic direction sign

Aiding, abetting, counselling or procuring

Offences as coded above, but with 0 changed to 2 (e.g. PC10 becomes PC12)

Causing or permitting

Offences as coded above, but with 0 changed to 4 (e.g. PC10 becomes PC14)

Inciting

Offences as coded above, but with 0 changed to 6 (e.g. PC10 becomes PC16)

Or similar offences or offences which replace the above offences.

Plying for Hire

In the case of a private hire driver found guilty of an offence of plying for hire, the Speaker’s Panel (Licensing) would normally order the licence to be revoked or suspended.

Breach of Conditions, Bye-laws and complaints

Any breach of conditions, breach of bye-laws or complaint relating to a licence holders conduct may be referred to the Panel. A licence holder brought before the Panel will be dealt with by way of either taking no further action, a formal warning, a period of suspension or revocation.

Guidance

Licence holders will be brought before Panel in situations where it is clear that the holder’s behaviour is not influenced by verbal or written warnings administered by Licensing Officers. Any licence holder who receives a third warning (verbal or written) in respect of a breach or complaint may be brought before the Panel.

All complaints will be investigated. Some investigations and breaches will result in prosecution and in those cases the prosecution outcome will be the deciding factor in the decision to refer to Panel as will other prosecutions and cautions administered by other enforcing agencies.

Where the authority administers a caution to a licence holder this does not preclude a referral to panel for the matter for which the licence holder has been cautioned.

In other cases an investigation may result in a warning, such warnings will be relevant to the rolling 3 year period.

In certain situations the breach or complaint may be deemed so serious that an immediate referral to Panel is warranted. In those cases the reasoning for the decision for the immediate referral will be recorded within the formal report to Panel.

Reapplication

Where an individual has had an application refused or a licence revoked, the Committee/ Panel would normally refuse any subsequent application made within 5 years of the date of the previous refusal or revocation unless there are substantial material changes in the individual's circumstances. In addition, the individual must provide evidence that they are a fit and proper person before a licence will be granted.

DISQUALIFICATION

Disqualification – Major Traffic Offence

An application will generally be refused unless a period of 3 years free from conviction has elapsed from the restoration of the DVLA licence, and 5 years where the disqualification relates to driving whilst unfit through drink or drugs.

Disqualification – Intermediate and Minor Traffic Offences & Disqualification due to Totting Up of Penalty Points

An application will generally be refused unless the individual can show a period of 12 months has elapsed from the restoration of the DVLA licence.

Totting up without Disqualification

An individual who has accrued sufficient points for disqualification, under totting up, to be considered by the Court, may argue exceptional hardship and not receive a disqualification.

In these circumstances the Council will consider the application as a disqualification for the most serious of the offences which contributed to the totting up (e.g. where the offences contributing to the totting up are SP30, SP80 and IN10 the Council would consider IN10 under 'Disqualification – Major Traffic Offence').

There may be occasions where an applicant has accrued sufficient points under totting up for the court to consider disqualification, but successfully argues that exceptional hardship should apply and the court has not, therefore, imposed a disqualification. In these circumstances the Council expects the individual to supply full details of each of the matters that led to the totting up. The Council will take those matters into account in accordance with this policy when deciding whether to grant or refuse an application or whether to take action against an existing licence. Should the individual not supply full details of each of these matters then the Council will take the failure to supply such information into account when deciding whether to take any such action.

SPENT CONVICTIONS

By virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) (Amendment) Order 2002 taxi drivers are an exempted occupation for the purposes of the 1974 Act and convictions are therefore never spent.

The Council will only consider spent convictions if it appears to be relevant for deciding whether the individual is a fit and proper person to hold a licence and that justice cannot be done in the case, except by admitting or requiring evidence relating to that spent conviction. The council will, in its consideration of the nature of the offence(s), take into account the history or pattern of offending, the lapse of time and whether all the convictions have previously been considered.

FORMAL/ SIMPLE CAUTIONS AND ENDORSABLE FIXED PENALTIES

For the purpose of these guidelines formal/simple/conditional cautions and endorsable fixed penalties shall be treated as though they were convictions.

MULTIPLE CONVICTIONS FROM SINGLE INCIDENT

Where an individual has multiple convictions arising from a single incident, the convictions will generally be treated as one conviction for the purposes of these guidelines.

In these circumstances the period for which the individual would normally be expected to show free from conviction will be the longest applicable period calculated by reference to each offence.

OTHER OFFENCES

Offences under the Town Police Clauses Acts and Part II of the Local Government (Miscellaneous Provisions) Act 1976 and Hackney Carriage Byelaws and Section 167 Criminal Justice and Public Order Act 1994.

One of the main purposes of the licensing regime set out in the Town Police Clauses Acts and Part II of the Local Government (Miscellaneous Provisions) Act 1976 ("the Acts") and Hackney Carriage Byelaws, is to ensure the protection of the public.

For this reason a serious view is taken of convictions for offences under the Acts (including illegally plying for hire and/or touting) when deciding whether an individual is to be considered as a fit and proper person to hold a licence.

In particular, an individual will normally be refused a licence if (s)he has been convicted of an offence under these Acts at any time during the 2 years preceding the application or has more than one conviction within the last 5 years preceding the date of the application.

OTHER INFORMATION, INTELLIGENCE ETC.

The Local authority can take into account any information when determining whether an individual is or is not a fit & proper person to hold private hire or hackney carriage drivers licences.

These guidelines to convictions supersede all others and take effect from:

APPENDIX 5

1. Any person with ANY conviction should be refused a license,
2. I would like to see stricter controls around identity fraud and drivers using others badges.
3. A very full and well written document. Very important that we can be safe in hired vehicles. Thank you
4. I feel all licence holders should be thoroughly vetted like other careers that have contact with members of the public and vulnerable people
5. I feel it is time to have all taxis should be compulsory to fit cameras inside to protect the driver also the passengers from harrasment. I fear every time a child is placed inside a taxi they are being placed vulnarable to grooming we hear a lot about this recently.
6. It seems appropriate that such policies are reviewed from time to time and that new information/evidence which can be used to ensure the safety of users of these services is enhanced. I feel a thorough job has been done in this instance.
7. NO
8. I agree with the above guidelines.
9. This sounds like the best way forward for all parties.
10. Looks OK to me.
11. All seems a fair and just requirement to be met
12. Every application must be scrutinised and be interviewed. supply references and no related criminal record. All Previous convictions for road traffic offences. Licenses to be review every 2 years
13. NO
14. No
15. I think the guidelines are reasonably thorough, and I agree with them
16. Not at present
18. Cautions should NOT be treated as a conviction
19. public safety is paramount. and in view of this the conditions must be met.
20. Did I miss the school zip-Zag areas ?
21. Allowing the use of repaired/right off vehicles to transport people about is a backward step, all Taxi's should be maintained to the highest standard with NO excuses, dropping the age 5 to 8 is a backward step, i appreciate that the cost implication is increased but it must be a safety first issue Paul Main
22. No

23. I support the most stringent regulations / restrictions when considering whether to grant a license, especially when it comes to making sure a person's identity is genuine.
24. I think the requirement should be speak fluent English , and decent knowledge of Tameside district
25. only fit and proper persons should be licensed by the Council - most definitely
26. The guidelines seem adequate at this time. Changing the policy in regards to court acquittals, and intelligence is another thing. As far as I was aware any person acquitted of a crime in the UK was 'not guilty' and that should be the end of the matter. Intelligence acquired by either the council, taxi licencing, or the police for that matter is fraught with danger, and widely open to abuse from people seeking revenge for a whole host of reasons. Intelligence should only ever be used when it can be backed up, and is more than hearsay.
27. Tameside is now flooded with private hire vehicles that ply for hire, severe action is required such as instant revoking of license for say three months is needed as a deterrent to stop it continuing, outside taxi offices is also very bad.
28. Vehicle should be fit for MOT and for public safety. In all other town old vheciles are still running after mot test there should be no problem. Age limit should be scarped cannot afford new due to no work we are struggling. Pubs and clubs all closed
29. minor offenders should be allowed, as long as council approve the person
30. Some of these conditions seem draconian, and how with such a comprehensive list of offenses are there at least three undefined categories
31. n/a
32. none
33. I agree that in certain circumstances each case should be decided on its own merits. If an individual passes a CRB then they have the required standard to be a fit and proper person
34. I feel as though some of the guidelines need adjusting.
35. to strict it can be easy to get two sp30 also if the court says you can drive under hardship the council must not have more power than the court
36. I believe that is a good idea to make sure that the drivers in the business are CRB checked to make sure that they are not convicts and will not pose a threat to the passengers as this will have an Effect on the company.
37. Fair policy
38. This seems over the top. Anyone can make a stupid mistake in our youth - it should not stop us working and doing something useful.
39. Any sexual conviction or child protection concerns should be referred to child protection manager for assessment. Should also consider wording ie normally should be replaced with will not granted or will be revoked.
40. All taxi drivers should be fluent in the language of the land. ie: English. Having more than one language is a benefit, of course, but understanding and speaking the common language for all should be essential. (this may be in the notes but I couldn't see it). Also, Taxi's should be free from strong smells and odours, especially, but not limited to, the

driver's personal hygiene. On many occasions I have had the experience of sitting in a taxi that was pungent with (the driver's) body odour.

41. English speaking drivers, There is a lot of foreign drivers that can't speak English.

42. They should be smartly dressed

43. There is too much to read in this document, there should have been a shortened version available. However, if the person has a criminal record, takes drugs or is constantly getting points on their driving licence then they should not be granted a taxi licence.

44. Absolutely NO convictions whatsoever

45. No, too much hassle to read the booklet

46. I feel the Guidelines are comprehensive and fit for purpose. I would hope that extreme care be exercised when dealing with what amounts to hearsay when a person is not convicted (or cautioned etc.) as this is wide open to abuse.

47. Anyone with a criminal record should not be licensed in any way

48. I agree with tightening the guidelines



TAMESIDE METROPOLITAN BOROUGH COUNCIL

Policy on the Installation & Operation of CCTV Systems in Licensed Taxis and Private Hire Vehicles

INTRODUCTION

The aim of this policy is to allow for the safe installation and use of CCTV systems in taxis and private hire cars licensed by Tameside Metropolitan Borough Council. In allowing the installation and use of CCTV, the Licensing Authority recognises that such systems can be used to prevent and detect crime, reduce the fear of crime and enhance the safety of taxi and private hire car drivers, as well as their passengers. However, this policy also seeks to ensure that the installation and operation of CCTV systems do not compromise the safety of either drivers or passengers or unreasonably interfere with the privacy of members of the public.

For the purposes of this policy, a CCTV system will include any electronic recording device attached to the inside of a taxi or private hire car having the technical capability to capture and retain visual images from inside or external to the vehicle.

This policy does not place a mandatory requirement on the licensed operators of taxis and private hire cars to install CCTV systems in their vehicles. Any CCTV system to be fitted in a taxi or private hire car must, as a minimum, meet the requirements of this policy. Only CCTV systems meeting these requirements can be installed into licensed taxis and private hire cars.

Where an operator wishes to install and use a CCTV system, it will be a condition of the taxi or private hire car licence that the requirements of this policy are complied with. Failure to comply with the requirements of this policy could lead to the suspension of the vehicle licence.

THE DATA CONTROLLER

The Information Commissioner defines a "data controller" as the body which has legal responsibility under the Data Protection Act 1998 for all matters concerning the use of personal data. For the purpose of the installation and operation of a CCTV system in taxis and private hire vehicles, the "data controller" will be the vehicle proprietor and not the driver.

The licence holder, as data controller, will therefore be responsible for ensuring compliance with the requirements of this policy and with all relevant data protection legislation, including the Data Protection Act 1998. The data controller is legally responsible for the use of all images including breaches of legislation.

THIRD PARTY DATA PROCESSOR

Where a service provider is used for the remote storage of CCTV data they will act as a 'data processor'. A data processor, in relation to personal data, means any person (other than an employee of the data controller) who processes data on behalf of the data controller, in response to specific instructions. The data controller retains full responsibility for the actions of the data processor.

There must be a formal written contract between the data controller and the data processor. The contract must contain provisions covering security arrangements, retention/deletion instructions, access requests and termination arrangements. A copy of the contract must be provided to an authorised officer of the Licensing Authority, or to the Police, on reasonable request.

GENERAL REQUIREMENTS – INSTALLATION AND OPERATION

CCTV systems must not be used to record conversations between members of the public as this is highly intrusive and unlikely to be justified except in very exceptional circumstances. Wherever possible, the CCTV system should not have any sound recording facility. However, if the system comes equipped with a sound recording facility then this functionality should be disabled and only capable of being utilised in the following limited circumstances:-

Audio recording will only be justified where the recording is triggered due to a specific threat to driver or passenger safety, e.g. a 'panic button' is utilised and must be subject to the following safeguards:-

a) Where this audio recording facility is utilised a reset function must be installed which automatically disables audio recording and returns the system to normal default operation after a specified time period has elapsed.

b) The time period that audio recording may be active should be the minimum possible and should be declared at the time of submission for approval of the equipment.

In the limited circumstance where audio recording is justified, signs must make it very clear that audio recording is being or may be carried out.

CCTV systems installed in taxis and private hire cars will be inspected as part of the vehicle test carried out by the Authority.

The installation and operation of a CCTV system must comply with the requirements of the Information Commissioner's CCTV Code of Practice, which is available at the following address:-

http://www.ico.gov.uk/upload/documents/library/data_protection/detailed_specialist_guides/ico_cctvfinal_2301.pdf

All equipment must comply with any legislative requirements in respect of Motor Vehicle Construction and Use Regulations.

All equipment must meet any and all requirements as regards safety, technical acceptability and operational/data integrity.

All equipment must be designed, constructed and installed in such a way and in such materials as to present no danger to passengers or to the driver, including impact with the equipment in the event of a collision or danger from the electrical integrity being breached through vandalism, misuse, or wear and tear. In particular, the camera(s) must be fitted safely and securely in such a way that it does not adversely encroach into the passenger area and must not impact on the safety of the driver, passenger or other road users.

All equipment must be installed as prescribed by the equipment and/or vehicle manufacturer installation instructions by a qualified auto-electrician.

The CCTV system must not weaken the structure or any component part of the vehicle or interfere with the integrity of the manufacturer's original equipment.

All equipment must be installed in such a manner so as not to increase the risk of injury and/or discomfort to the driver and/or passengers. For example, temporary fixing methods such as suction cups will not be permitted, or lighting, such as infra-red, which emits at such a level that may cause distraction or nuisance to the driver and/or passengers.

All equipment must be protected from the elements, secure from tampering and located such as to have the minimum intrusion into any passenger or driver area or impact on the luggage carrying capacity of the vehicle.

It is contrary to the Motor Vehicle (Construction and Use) Regulations 1986 for equipment to obscure the view of the road through the windscreen.

Equipment must not obscure or interfere with the operation of any of the vehicle's standard and/or mandatory equipment, i.e. not mounted on or adjacent to air bags/air curtains or within proximity of other supplementary safety systems which may cause degradation in performance or functionality of such safety systems.

Viewing screens within the vehicle for the purposes of viewing captured images will not be permitted.

All wiring must be fused as set out in the manufacture's technical specification and be appropriately routed.

The location of the camera(s) installed within the vehicle must be for the purpose of providing a safer environment for the benefit of the taxi or private hire vehicle driver and passengers, and not for any other purpose.

All equipment must be checked regularly and maintained to operational standards, including any repairs after damage.

All system components requiring calibration in situ should be easily accessible.

AUTOMOTIVE ELECTROMAGNETIC COMPATIBILITY REQUIREMENTS (EMC)

CCTV equipment must not interfere with any other safety, control, electrical, computer, navigation, satellite, or radio system in the vehicle. Any electrical equipment such as an in-vehicle CCTV system fitted after the vehicle has been manufactured and registered, is deemed to be an Electronic Sub Assembly (ESA) under the European Community Automotive Electromagnetic Compatibility Directive and therefore must meet with requirements specified in that Directive.

CCTV equipment should be e-marked or CE-marked. If CE marked confirmation by the equipment manufacturer as being non-immunity related and suitable for use in motor vehicles is required.

Activation of the equipment may be via a number and combination of options, such as - door switches, time delay, drivers' panic button or in the case of incident/event recorder, predetermined G-Force parameters set on one or more axis (i.e. braking, acceleration, lateral forces) and configured to record for a short period of time before the event, during the event and a short period following the event.

SECURITY OF IMAGES

All Images captured by the CCTV system must remain secure at all times.

The captured images must be protected using encryption software which is designed to guard against the compromise of the stored data, for example, in the event of the vehicle or equipment being stolen. It is recommended by the Information Commissioner that the data controller ensures that any encryption software used meets or exceeds the current FIPS 140-2 standard or equivalent. System protection access codes will also be required to ensure permanent security.

RETENTION OF CCTV IMAGES

The CCTV equipment selected for installation must have the capability of retaining images either:

- within its own hard drive;
- using a fully secured and appropriately encrypted detachable mass storage device, for example, a compact flash solid state card;
- or where a service provider is providing storage facilities, transferred in real time using fully secured and appropriately encrypted GPRS GSM telephone) signalling to a secure server within the service provider's monitoring centre.

Images must not be downloaded onto any kind of portable media device (e.g. CDs or memory sticks) for the purpose of general storage outside the vehicle.

The CCTV system must include an automatic overwriting function, so that images are only retained within the installed storage device for a maximum period of 31 days from the date of capture.

Where a service provider is used to store images on a secure server, the specified retention period must also only be for a maximum period of 31 days from the date of capture.

Where applicable, these provisions shall also apply to audio recordings.

USE OF INFORMATION RECORDED USING CCTV

Any images and any audio recording should only be used for the purposes described in this policy. Requests may be made to the data controller by Authorised Officers of the Licensing Authority, the Police or other statutory law enforcement agencies, insurance companies/brokers/loss adjusters or exceptionally other appropriate bodies, to view captured images, or obtain audio recordings if applicable. The licence holder, as data controller, is responsible for responding to these requests. Police, Authorised Officers of the Licensing Authority or other law enforcement agencies should produce a standard template request form, setting out the reasons why the disclosure is required. Alternatively a signed statement may be accepted.

All requests should only be accepted where they are in writing, and specify the reasons why disclosure is required.

Under the Data Protection Act 1998, members of the public may also make a request for the disclosure of images, but only where they have been the subject of a recording. This is known as a 'subject access request'.

Such requests must only be accepted where they are in writing and include sufficient proofs of identity (which may include a photograph to confirm they are in fact the person in the recording). Data controllers are also entitled to charge a fee for a subject access request (currently a maximum of £10) as published in the Information Commissioner's CCTV Code of Practice.

SIGNAGE

All taxis and private hire cars with CCTV must display signage within the vehicle to indicate that CCTV is in operation. The driver must also verbally bring to the attention of the passengers that CCTV equipment is in operation within the vehicle.

The signage must be displayed in such positions so as to minimise obstruction of vision and to make it as visible as possible to passengers, before and after entering the vehicle.

In the limited circumstance where audio recording is justified, signs must make it very clear that audio recording is being or may be carried out and this must also be verbally brought to the attention of the passengers.

CONTACT DETAILS

The name and the contact telephone number of the licence holder, as data controller must be included on the sign.

SIGNAGE FOR EXTERNAL FACING CCTV SYSTEMS

Where a CCTV system is installed within the vehicle in order to record incidents *outside* of the vehicle, it will not be practical to display a sign. Instead, when the CCTV is activated in response to an incident, the driver of the vehicle must inform the person(s) recorded that their personal data was captured - as soon as practicable after the incident.

They should also be informed of the purpose for which the device has been installed, being driver and passenger safety.

APPENDIX 7

Policy and Conditions for Private Hire Vehicle Licences

The proprietor shall at all times comply with the provisions of Part II of the Local Government (Miscellaneous Provisions) Act 1976 and the conditions hereinafter provided.

In this policy and these conditions:

“Authorised officer” has the same meaning as in section 80 of the Local Government (Miscellaneous Provisions) Act 1976.

“The Council” means the Council of the Metropolitan Borough of Tameside.

“The identification plates” means the plates issued by the Council for display on the exterior and interior of the vehicle for the purpose of identifying the vehicle as a private hire vehicle.

“The operator” means a person holding a licence to operate private hire vehicles issued pursuant to section 55 of the Local Government (Miscellaneous Provisions) Act 1976.

“The proprietor” has the same meaning as in section 80 of the Local Government (Miscellaneous Provisions) Act 1976.

“Taximeter” has the same meaning as in section 80 of the Local Government (Miscellaneous Provisions) Act 1976 and the Measuring Instruments (Taximeters) Regulations 2006.

“Private hire vehicle” has the same meaning as in section 80 of the Local Government (Miscellaneous Provisions) Act 1976.

“Driver” means the holder of a private hire vehicle driver’s licence issued by the Council.

Private Hire Vehicle Policy

A. Before a licence is granted in respect of a private hire vehicle the applicant must:

1. Complete and submit to the Council an application and Statutory Declaration in the form prescribed by the Council.
2. Pay to the Council a fee as detailed in the current Licensing Fees and Charges list which is available on request.
3. Satisfy the Council that:
 - (i) The vehicle is in a suitable mechanical condition, is both safe and comfortable for the carriage of passengers and suitable in type, size and design for use as a private hire vehicle.
 - (ii) there is in force in relation to the vehicle a policy of insurance covering use for hire and reward, passenger liability and passenger’s luggage, and comply with the provisions of the Road Traffic Act 1988.
 - (iii) There is in force a valid certificate of insurance against liability for employees (in appropriate cases) in accordance with the Employers’ Liability (Compulsory Insurance) Act 1969.
 - (iv) The vehicle will be operated by an operator licensed by the Council.
 - (v) The vehicle has never been declared a total loss as a result of accident damage or other damage. Vehicles which have been declared as category A, B or C write-offs will not be licensed by the Council under any circumstances. Vehicles which have been declared as category D write-offs will not be licensed by the council unless the applicant can provide clear evidence, including photographs of the damage sustained by the vehicle before any repairs are carried out and a full and comprehensive report from a suitably qualified engineer stating that the vehicle provides protection to the occupants equal to the protection it provided prior to receiving the accident or other damage.
4. Present the vehicle for inspection at such place within the Metropolitan Borough of Tameside and at such time as the authorised officer shall by notice to the applicant require.

B. Vehicle Specification

1. A vehicle will be suitable in type, size and design for use as a private hire vehicle if it is not an FX/ TX style vehicle but meets the following specification:
2. Will be a saloon or estate car, MPV or minibus type vehicle. In the case of an estate car there must be fitted a guard or tonneau cover to keep luggage securely in place & shall have a minimum of 4 passenger seats. No seat can be side facing.
3. Must be a right-hand drive vehicle.

4. Not be multi-coloured but may be two-tone. The vehicle must not be black or appear to be black in dark or low-light conditions (this to include a prohibition on any very dark blue or very dark grey coloured vehicles). The decision of the Licensing Officer in this respect will be final.
5. Any application for a private hire vehicle licence to carry less than 4 people will be considered on an individual basis. The decision of the authorised officer in this respect will be final.

C. Age Policy

1. No vehicle will be first licensed unless the vehicle is less than 5 years old from the date of first registration as per the vehicle registration document (V5).
2. No wheelchair accessible vehicle will be first licensed unless the vehicle is less than 7 years old from the date of first registration as per the vehicle registration document (V5).
3. If an existing licensed private hire vehicle is declared a total loss by an insurance company as a result of accident damage, or is stolen & not recovered, that licensed vehicle may be replaced by a vehicle of similar or younger age (with a maximum age of 10 years).
4. No vehicle will be relicensed once the vehicle has reached 12 years old from the date of first registration as per the vehicle registration document (V5).
5. No wheelchair accessible vehicle will be relicensed once the vehicle has reached 15 years old from the date of first registration as per the vehicle registration document (V5).

D. Seating provision

Seating provision shall be specific to the vehicle type as shown below;

1. Saloon/Estate vehicle licensed to carry 4 passengers

i) Seat Height

From the top of the seat cushions to the lowest part of the roof lining must be approximately 865mm (approx. 34 inches).

ii) Leg Room Front Seat - There must be approximately 750 mm (approx. 29 ½ inches), between the leading edge of the dashboard and the back of the seat being measured.

iii) Leg Room Rear Seats - There must be approximately 750 mm (approx. 29 ½ inches), between the front surface of all rear seat backs and the back of the seat in front, measured with the front seat located as described above.

iv) Seat Depth - Fixed passenger seats (measured from the back of the seat to the front edge of the seat cushion) must be approximately 406mm (approx. 16 inches).

v) Seat Width - Fixed passenger seats (measured along the front edge of the seat) must allow approximately 406 mm (approx. 16 inches) per person.

As an example, this would allow a medium sized five-door hatchback to operate as a private hire vehicle, but would exclude smaller three-door vehicles from being licensed.

2. Vehicles Licensed to Carry between 5 and 8 Passengers

i) These vehicles must have two means of exit in the rear part of the vehicle.

ii) No seat must be required to be tipped or otherwise moved in order to gain access to another seat, and no seat can be side facing.

- iii) All seats must be fitted with three point seatbelts.
- iv) No door will be obstructed by the position of a seat and all aisles or walkways must be clear and unobstructed.
- v) The vehicle step height must be 250mm or less, and a grab handle must also be fitted to assist passengers.
- vi) Seat Height. - From the top of the seat cushions to the lowest part of the roof lining must not be approximately 865 mm (approx. 34 inches).
- vii) Leg Room Front Seat - There must not be approximately 750 mm (approx. 29 ½ inches) between the leading edge of the dash board and the back of the seat being measured.
- viii) Rear/Middle Seats - There must be approximately 650 mm (approx. 25 ½ inches) between the front surface of seat backs and the back of the seat in front, measured with the front seat located as specified above.
- ix) Seat Depth - Fixed passenger seats (measured from the back of the seat to the front edge of the seat cushion) must be approximately 406mm (approx. 16 inches).
- x) Seat Width - Fixed passenger seats (measured along the front edge of the seat) must allow approximately 406mm (approx. 16 inches) per person.
- xi) Facing Seats - The distance between the seat backs measured in a horizontal plane along the top surface of the seating cushion must be approximately 1300 mm (51 inches approx.). The distance between the front edges of the seat cushions must be approximately 425 mm (approx. 16 ¾ inches).
- xii) Note: The dimensions of the seats will vary dependent upon the vehicle type and model. The Licensing Enforcement Officer's opinion on whether a vehicle presented for inspection meets the above policy requirements will be final.
- xiii) Any proposed alteration must be discussed with an authorised officer before the works are carried out to ensure the safety of passengers carried is not compromised.

NOTE: Access to and exit from a vehicle will vary dependent upon the type and specific conversion. The authorised officer's opinion of accessibility will be final.

E. Luggage space

1. The vehicle shall have adequate luggage space; all luggage to be secure so as not to become a danger in the event of an accident. The authorized officer's opinion on whether a vehicle has sufficient luggage space will be final.

F. First Aid Kit

1. The vehicle must contain a suitable first aid kit permanently marked with the plate number of the vehicle. A standard kit purchased from a chemist or auto store will be deemed adequate. .

G. Internal Condition

1. The interior of the vehicle must be water and wind tight.
2. The seats must be properly cushioned and covered.
3. The floor of the passenger compartment must be provided with a proper carpet, mat or other covering.

H. Windows and Window tints

1. Side windows in the passenger compartment must be capable of being opened by passengers or the vehicle must be air conditioned. If the side windows are not capable of being opened (in the

case of vehicles with between 5 and 8 seats) a suitable means of escape must be provided e.g. emergency escape hammer.

2. Vehicles fitted with Manufacturers tinted windows only will be accepted & the windows must still allow a clear view of the inside of the vehicle to and observer standing outside the vehicle. The authorised officer's opinion in this respect will be final. Any tinted window film applied after purchase is not acceptable.

I. LPG Conversions

1. LPG conversions must have a 150mm to 230mm crumple zone of metal between the rear of the vehicle and the gas tank. Fitting must be by an approved fitter and all parts of the tank system shall be subject to certification. The tank and installation must be re-tested annually and the appropriate certificate produced to the Licensing Officer before a test certificate will be issued. NOTE: Only multi-point sequential systems will be permitted.

J. Passenger lifts

1. Any vehicle fitted with a hydraulic lift must have a certificate issued under the Lifting Operations and Lifting Equipment Regulations 1998 (LOLER) and shall have the vehicle thoroughly examined by a competent person on a frequency prescribed by them but not greater than once every 6 months. The examination certificate must be produced to the authorized officer prior to the annual or 6 monthly inspection.

2. Any sliding/mechanical ramps must be approved by the manufacturer/vehicle supplier and be risk assessed by the owner in order to establish that the safe working load is sufficient for all needs and that the ramps are fit for purpose.

K. Vehicle Conversions

1. Any vehicle without M1 Whole Vehicle/low volume approval must have undergone a test of Voluntary Individual Vehicle Approval at a DVSA Test Station. The original IVA certificate must be produced to the authorised officer as proof of the Individual Vehicle Approval examination before a test certificate will be issued.

Conditions of Licence

1. Operators

The proprietor shall not use or permit the vehicle to be used in the Metropolitan Borough of Tameside as a private hire vehicle unless the vehicle's operator holds a current operator's licence issued by the Council.

2. Drivers

The proprietor of a private hire vehicle shall not employ as a driver thereof any person who does not have a current driver's licence issued by the Council. If the proprietor permits or employs any other person to drive the vehicle as a private hire vehicle, they must, before that person commences to drive the vehicle, ensure that the driver holds a current private hire driver's licence issued by the Council and shall ensure that they continue to hold such a licence during the whole period of their employment by the proprietor.

3. Identification Plates and Display of Licence Number

a) The plates identifying the vehicle as a private hire vehicle and required to be exhibited on the vehicle pursuant to Section 48(6) of the Local Government (Miscellaneous Provisions) Act 1976 shall be securely fixed to the rear exterior of the vehicle in a conspicuous position either immediately above or below the bumper and in such manner as to be easily removed by an authorised officer or Constable.

b) The proprietor shall also cause to be securely fixed and maintained inside the vehicle in such a position as to be clearly visible either by sight or touch at all times to persons being conveyed therein a plate supplied by the Council containing the number of this licence and such other information as the Council may provide.

c) The proprietor or driver of a private hire vehicle shall ensure that the identification plates are maintained and kept in such a condition that the information contained on the identification plates is clearly visible to public view at all times.

4. Licence and Return of Identification Plates

The proprietor shall upon the expiry (without immediate renewal), revocation or suspension of this licence forthwith return to the Council the identification plates issued to him by the Council when granting this licence, or ensure that such plates are destroyed so as to make them unusable.

5. Provisions regulating how a private hire vehicle shall be furnished, first aid kit, etc.

The proprietor of the private hire vehicle shall:

a) Provide sufficient means by which any person in the private hire vehicle may communicate with the driver during the course of the hiring.

b) Cause the interior of the vehicle to be kept wind and water tight.

c) Cause the seats in the passenger compartment to be properly cushioned and covered.

d) Provide windows at the sides and rear of the vehicle. Side windows in the passenger compartment must be capable of being opened by passengers.

e) Cause the floor in the passenger compartment to be provided with a proper carpet, mat or other vehicle covering.

f) Provide facilities for the conveyance of luggage safely and protected from inclement weather.

g) Provide a suitable first aid kit permanently marked with the plate number of the vehicle. A standard kit purchased from a chemist or auto store will be deemed adequate. The first aid kit must be carried in the vehicle in such a position as to be readily available for use.

6. Fittings

No fittings other than those approved by the Council may be attached to or carried upon the inside or outside of the vehicle.

7. Radio Equipment

The proprietor shall ensure that any radio equipment or any other type of electronic communication device, navigation device or dispatch equipment fitted to a private hire vehicle is at all times kept in

a safe and serviceable condition and maintained in proper working order. Such equipment must not be positioned in such a way that it obscures any part of the driver's view of the road and must not be fixed to the windscreen of the vehicle within any part of the area which is swept by the windscreen wipers.

8. Maintenance of Vehicle

a) The vehicle and all its fittings and equipment shall at all times when the vehicle is in use or available for hire be kept in an efficient, safe, tidy and clean condition and all relevant statutory requirements (including in particular those contained in the Motor Vehicles (Construction and Use) Regulations) shall be fully complied with. The vehicle shall comply with the manufacturer's specification at all times.

b) The vehicle will at all times be subject to test and inspection and should it be found that a vehicle is not being properly maintained or that any part or fitting is not in good working order, a notice will be served on the proprietor prohibiting them from using the vehicle until the defect has been remedied.

c) If a vehicle is wheelchair accessible, any wheelchair ramps, wheelchair securing straps, wheelchair seatbelt extensions and any other equipment necessary for the safe transportation of wheelchair users must be kept in the vehicle at all times. Such equipment must be of the correct type for the vehicle in which it is being carried and must at all times be in a safe, serviceable and clean condition. Any such equipment must be permanently marked with the registration number of the vehicle in which it is carried.

d) The proprietor of the licensed vehicle shall ensure that all drivers carry out a visual inspection of the vehicle prior to its use. This check shall consist of as a minimum ensuring that all tyres are roadworthy, all lights and indicators are working, the windscreen wipers and wash bottle are working effectively, and that in the event of a puncture, the wheel can be either replaced with a roadworthy spare or inflated by other means without compromising the safety of the passengers or other road users. A written record of these checks must be kept in the vehicle and produced for inspection when requested by an authorised officer.

e) Any requirement by an authorised Officer or testing mechanic for bodywork or mechanical repair shall be complied with within the timeframe specified and in any case, the vehicle shall be presented for re-inspection within 28 days. Any failure to comply with such notice will result in the vehicle licence being suspended.

9. Vehicle Condition Standard

All licensed private hire vehicles must be maintained in an acceptable condition, including all bodywork, paint, mechanical components, electrical components & systems and interior.

The vehicle must be regularly serviced at least in accordance with the manufacturers' recommendations and taking into account the additional demands of private hire use. Cosmetically, the vehicle should be kept clean and tidy, with no significant bodywork damage or wear and tear to the interior.

The following will be considered when deciding if a vehicle is in an acceptable condition:

1. Mechanically, no item should show significant wear, deterioration or cause any concern that the vehicle is less than 100% safe for use on the road.
2. Bodywork should show no significant damage, dents or excessive scratching. The overall appearance of the vehicle should be excellent and there should be no rust or deterioration on any of the vehicle's body panels.
3. The paint should have no signs of dullness or fading and the colour of all body panels should match.
4. The underside of the vehicle should be free from any excessive damage and should not show any signs of rust or other deterioration.

5. The interior of the vehicle, including all carpets, seats, boot lining and other trim should be clean and showing minimum signs of wear. The interior and trim must be free of any tears, cuts or burn marks and should be dry and hold no offensive odours.

6. The vehicle's previous test history may be taken into consideration when deciding if a vehicle is in an acceptable condition.

In addition to the above points, if the vehicle is tested and fails the test the extent that the plates are removed from the vehicle, it is clear that the vehicle owner has failed to maintain it in acceptable condition. In these circumstances, the authorised officer may require that the vehicle be permanently removed from the fleet and the Council will not license that vehicle again.

Vehicle proprietors are required to keep a schedule of the maintenance which has been carried out on the vehicle. This must include the following:

1. Documentary evidence that the vehicle has been regularly serviced at least in accordance with the manufacturers recommendations.
2. Documentary evidence of any work carried out on the vehicle, including receipts for parts etc.
3. Documentary evidence that regular checks are carried out on the vehicle both by the drivers (on a daily basis) and by the owner (on a weekly basis) to include tyres, lights, glass, fluid levels and overall condition of the vehicle.

NOTE: The authorised officer's opinion of whether a vehicle is in an acceptable condition will be final.

10. Vehicle Emissions Standard

As from 1 February 2018, the emissions emitted by the vehicle must comply with the relevant Euro emissions standard for the age of the vehicle:

- (a) Vehicles first registered up to 31 December 2005 must comply with the Euro 3 emissions standard.
- (b) Vehicles first registered up to 31 December 2010 must comply with the Euro 4 emissions standard.
- (c) Vehicles first registered up to 31 August 2015 must comply with the Euro 5 emissions standard.
- (d) Vehicles first registered after 1 September 2015 must comply with the Euro 6 emissions standard.
- (e) As the emissions standards for vehicles continue to become more restrictive, licensed private hire vehicles will be required to comply with the emissions standards relevant to the vehicle at the time of its first registration.

11. Alteration of Vehicle

No vehicle can be altered in any way without prior approval of the Licensing Department. Any alteration must meet Conditions of Application K.1. Above.

12. Damage to Vehicle

Any damage to a private hire vehicle materially affecting the safety, performance or appearance of the vehicle shall be reported to the Council by the proprietor in accordance with Section 50(3) of the Local Government (Miscellaneous Provisions) Act 1976 (as soon as practicable and in any case within 72 hours) and until such damage is repaired to the satisfaction of the Council, the vehicle shall not be used for hire.

13. Notification of Convictions to Council

The proprietor of a private hire vehicle shall within 7 days disclose to the Council in writing details of any conviction, caution or any other order including but not restricted to ASBO, CRASBO, VOO, Drink banning order etc. imposed on him/her (or, if the proprietor is a company or partnership, on any of the directors or partners) during the period of the licence.

14. Vehicle Insurance

The proprietor of a private hire vehicle shall keep in force in relation to the user of that vehicle a Policy of Insurance issued by an Insurance Company approved by the Council covering use for

hire and reward, passenger liability, passenger luggage and such other matters as the Council may specify from time to time and comply with the requirements of the Road Traffic Act 1988.

On being so required by an authorised officer, the proprietor shall produce to that officer for examination a Certificate of Insurance issued by an approved Insurance Company in respect of the vehicle for the purposes of the Road Traffic Act 1988, provided that if the proprietor fails to produce such certificate to the officer on request, the proprietor shall within five days of such request produce it to that officer or to any other authorised officer at the office of the Council.

15. Carriage of Persons, Animals and Luggage

- a) The proprietor or driver shall not permit the private hire vehicle to be used to carry a greater number of passengers than the number prescribed in the licence.
- b) Where child seats are used they must be used in accordance with the manufacturer's instructions.
- c) The proprietor or driver shall not permit any animal to ride in the vehicle except an animal in the custody or control of the hirer.

16. Vehicles fitted with Taximeter

If the vehicle is fitted with a taximeter it shall be attached and maintained as to comply with the following requirements, that is to say:

- a) The proprietor shall cause the taximeter to be of a type approved by the Council and to be maintained in a sound mechanical condition at all times and to be located within the vehicle in accordance with the reasonable instructions of the authorised officer.
- b) The proprietor shall not use or permit to be used a taximeter that the Council has not sealed to prevent unauthorised adjustment of a taximeter.
- c) The proprietor shall cause the taximeter to be fitted with a key to bring the machinery into action and cause the word "HIRED" to appear on the face of the meter as soon as the vehicle is on hire.
- d) The proprietor shall ensure that when the vehicle is not hired the key can be locked and the machinery kept inactive and that the meter shows no fare at that time.
- e) The proprietor shall ensure that the taximeter shall not have a display sign "FOR HIRE" at any time.
- f) The proprietor shall ensure that when the taximeter is brought into action the fare and extras will be shown legibly on the face of the meter and shall be no more than permitted by the fare table displayed in the vehicle.
- g) The proprietor shall ensure that the word "FARE" shall be printed on the face of the meter in clear letters so as to apply to the fare recorded thereon.
- h) The proprietor shall ensure that the taximeter is in such a position in the private hire vehicle that figures recorded thereon are clearly visible to any passenger being carried therein.
- i) The proprietor or driver shall ensure that the dial of the taximeter is sufficiently illuminated that when in use it is visible to all passengers and cause the dial of the taximeter to be kept properly illuminated throughout any part of a hiring which is during the hours of darkness as defined for the purposes of the Road Traffic Act 1988 and also at any other time at the request of the hirer.
- j) The proprietor shall ensure that the taximeter and all its fittings are affixed to the private hire vehicle with Council's seals or by other means so that it shall not be practicable for any person to tamper with the taximeter except by breaking or damaging or permanently displacing the seals and other fittings.
- k) The proprietor undertakes to ensure that the taximeter will not be replaced without the prior permission of the Council.

17. Tampering with Taximeter

- a) Subject to the provisions of paragraph (b) of this condition the proprietor of a private hire vehicle shall not tamper with or permit any other person to tamper with the taximeter or its fittings or connections after it has been fitted to the private hire vehicle and sealed by an authorised officer, and shall not wilfully break or tamper or permit any other person to break or tamper with any seal or mark placed on the taximeter or its connections.
- b) If a taximeter affixed to a private hire vehicle is found to be defective or inaccurate or if the fare table is changed, the proprietor of the private hire vehicle or a person authorised by him, may break the seals of the taximeter for the purpose of effecting the necessary repairs or alterations,

provided that the proprietor shall, within twenty-four hours after breaking the seals, give or cause to be given notice of the action which he has taken in writing to an authorised officer at the Licensing Office specifying the number of the licence of the private hire vehicle and the maker's name and number of the taximeter and provided also that nothing in this condition shall be deemed to authorise a private hire vehicle to be used or continued in use as such with that taximeter after the seals on any taximeter with which the private hire vehicle is provided have been broken as aforesaid and before the taximeter has again been certified to register correctly.

18. Display of Fare Table

The proprietor shall ensure that:

- a) A copy of the fare table in a form approved by the Council is exhibited inside the private hire vehicle at all times.
- b) The fare table is not concealed from view or rendered illegible while the vehicle is being used for hire.

19. Signs, Notices, etc.

a) All licensed private hire vehicles must display the Operator approved door signs. These signs must be displayed on the front doors of the vehicle. In the case of an MPV or minibus type, the signs can be *either* on the front doors or on the middle or sliding door and a sign placed symmetrically on the opposing bodywork, and on a rear door/s.

The operator is responsible for supplying approved door signs to the vehicle proprietor.

Only signage that has been approved by an authorised officer can be displayed on licensed Private Hire vehicles.

Once approved, a copy of the sign should be provided to the licensing section.

The following guidance must be taken into account when designing signage:-

- i) The Council will not permit an operator to use a business name and/or phone number which is similar to one already approved.
- ii) Door signs should clearly display the operator business name, contact telephone number and the words "ADVANCED BOOKING ONLY" which shall be displayed in conjunction with the name and telephone number of the operator. The said sign shall use letters at least 2" high and shall give prominence to "ADVANCED BOOKINGS ONLY".
- iii) No signage will be given approval if it is deemed to be misleading, i.e. is likely to cause a person to believe that any Private Hire vehicle is a Hackney Carriage.
- iv) The words "TAXI", "TAX" or "CAB" whether in the singular or plural, or the words "MINI CAB", "PUBLIC HIRE CAR" or "FOR HIRE" must not be used.

b) The proprietor or driver shall cause to be affixed and maintained in a conspicuous position in accordance with the directions of the Council any sign or notices required from time to time by the Council.

20. Change of Address

A proprietor shall notify the Council in writing of any change of details as provided on the application form during the period of the licence within 5 working days of such change taking place. Any failure to comply with this condition may attract an administration fee.

21. Transfer of Licence

If the proprietor wishes to transfer the private hire vehicle to another person, he shall before such transfer, give notice thereof in writing to the Council specifying the name and address of the person to whom the private hire vehicle will be transferred and the licence shall be deemed to be revoked if the Council disapproves the transfer of the licence to that person and the private hire vehicle is or has been transferred to him. The Council will not disapprove the transfer of the licence to a person except upon the ground that he is not a fit and proper person to hold the licence.

APPENDIX 8

Policy and Conditions for Hackney Carriage Vehicle Licences

The proprietor shall at all time comply with provisions of Part II of the Local Government (Miscellaneous Provisions) Act 1976 and the conditions hereinafter provided.

In this policy and these conditions:-

“Authorised officer” has the same meaning as in section 80 of the Local Government (Miscellaneous Provisions) Act 1976

“Hackney carriage” has the same meaning as the Town Police Clauses Act 1874.

“Identification plates” means the plates issued by the Council for display on the exterior and interior of the vehicle for the purpose of identifying the vehicle as a hackney carriage.

“The proprietor” has the same meaning as in section 80 of the Local Government (Miscellaneous Provisions) Act 1976

“Taximeter” has the same meaning as section 80 of the Local Government (Miscellaneous Provisions) Act 1976 and the Measuring Instruments (Taximeters) Regulations 2006.

“Driver” means the holder of a hackney carriage driver’s licence issued by the Council.

“Private hire vehicle” has the same meaning as section 80 of the Local Government (Miscellaneous Provisions) Act 1976.

Hackney Carriage Licence Policy

(A) Before a licence is granted in respect of a hackney carriage the applicant must:

(1) Complete and submit to the Council an application and Statutory Declaration in the form prescribed by the Council.

(2) Pay to the Council a fee as detailed in the current Licensing Fees and Charges list which is available on request.

(3) Satisfy the Council that

(i) The vehicle is in a sound mechanical condition and conforms with the specifications laid down by the Transport For London Public Carriage Office for the construction and licensing of motor cabs in London or be of a type included on a list of vehicles approved by Tameside Metropolitan Borough Council for use as hackney carriages within the Borough of Tameside. The list of approved vehicles will be updated regularly by the council.

(ii) There is in force in relation to the vehicle a policy of insurance covering use for hire and reward, passenger liability and passenger luggage, and comply with the provisions of the Road Traffic Act, 1988.

(iii) The vehicle has never been declared a total loss as a result of accident damage or other damage. Vehicles which have been declared as category A, B or C write-offs will not be licensed by the Council under any circumstances. Vehicles which have been declared as category D write-offs will not be licensed by the council unless the applicant can provide clear evidence, including photographs of the damage sustained by the vehicle before any repairs are carried out and a full and comprehensive report from a suitably qualified engineer stating that the vehicle provides protection to the occupants equal to the protection it provided prior to receiving the accident or other damage.

(4) Present the vehicle for inspection at such place within the Metropolitan Borough of Tameside and at such time as the authorised officer shall by notice to the applicant require.

(B) Vehicle Specification

Any licensed hackney vehicle must:-

(a) Be a right-hand drive vehicle.

(b) If the vehicle is not an FX/TX type vehicle, it must be black in colour.

(c) If the vehicle is an FX/TX type vehicle, it may be any single colour or two-tone, but must not be multi-coloured.

(d) Be of sufficient seating capacity to carry a minimum of 5 and a maximum of 8 passengers.

(e) Have adequate lighting for the interior of the vehicle and an adequate heating system for the driver and passengers, with means of control by the driver.

(f) Have adequate insulation for all electrical leads and cables which must, where liable to be affected by exposure to water, petrol or oil, be adequately protected. All electrical circuits must be

- protected by suitable fuses and battery leads must be so placed and protected that they cannot be a source of danger.
- (g) Carry a spare wheel and tool kit to change wheels or another means of repairing a puncture at the roadside without compromising the safety of passengers or other road users.
 - (h) Carry a suitable first aid kit (see condition No 5 for details).
 - (i) Be fitted with an illuminated roof sign displaying the work "TAXI" (see condition No 17 for details).
 - (j) Be fitted with a dual tariff taximeter of a type approved by the Council, linked to a "FOR HIRE" sign capable of display.
 - (k) Not convey luggage by means of the roof.

(C) Age Policy

1. No vehicle will be first licensed unless the vehicle is less than 7 years old from the date of manufacture as per the vehicle registration document (V5).
2. If an existing licensed hackney carriage is declared a total loss by an insurance company as a result of accident damage, or is stolen & not recovered, that licensed vehicle may be replaced by a vehicle of similar or younger age (with a maximum age of 10 years).
3. No vehicle will be relicensed once the vehicle has reached 15 years old from the date of manufacture as per the vehicle registration document (V5).

Conditions of Licence

1. Driver

No person being the proprietor of a hackney carriage shall employ as a driver thereof any person who does not have a current driving licence and a current hackney carriage driver's licence issued by the Council.

2. Proprietors to Retain Driver's Licences

The proprietor shall retain a copy of the hackney carriage driver's licences of all drivers driving his / her vehicle and produce the same to an authorised officer or Constable on request.

3. Identification Plates and Display of Licence Number

(a) The plates identifying the vehicle as a hackney carriage and required to be exhibited on the vehicle pursuant to section 47(2) of the Local Government (Miscellaneous Provisions) Act 1976 shall be securely fixed to the front and rear exterior of the vehicle in a conspicuous position either immediately above or below the bumper and in such a manner as to be easily removed by an authorised officer or Constable.

(b) The proprietor shall also cause to be securely fixed and maintained inside the vehicle in such a position as to be visible either by sight or touch at all times to persons conveyed therein a plate supplied by the council containing the number of the licence and such other information as the Council may prescribe.

(c) The proprietor of a hackney carriage shall ensure that the identification plates are maintained and kept in such a condition that the information contained on the identification plates is clearly visible to public view at all times.

4. Licence and Return of Identification Plates

The proprietor shall upon expiry (without immediate renewal), revocation or suspension of this licence forthwith return to the Council the identification plates issued to him by the Council when granting this licence, or ensure that such plates are destroyed so as to make them unusable.

5. Provision of First Aid Kit

The proprietor of a hackney carriage shall provide a suitable first aid kit permanently marked with the plate number of the vehicle. A standard kit purchased from a chemist or auto store will be deemed adequate. The first aid kit must be carried in the vehicle in such a position as to be readily available for use.

6. Fitting

No fittings other than those approved by the Council may be attached to or carried upon the inside of outside of the vehicle,

7. Use of Radio Equipment

The proprietor shall ensure that any radio equipment or any other type of electronic communication device, navigation device or dispatch equipment fitted to a hackney carriage is at all times kept in a safe and serviceable condition and maintained in proper working order. Such equipment must not be positioned in such a way that it obscures any part of the driver's view of the road and must not be fixed to the windscreen of the vehicle within any part of the area which is swept by the windscreen wipers.

8. Maintenance of Vehicle

The vehicle and all its fittings and equipment shall at all times when the vehicle is in use or available for hire be kept in an efficient, safe, tidy and clean condition and all relevant statutory requirements (including in particular those contained in the Motor Vehicles (Construction and Use) Regulations) shall be fully complied with. The vehicle must comply with the manufacturers specification at all times.

The vehicle will at all times be subject to test and inspection and should it be found that a hackney carriage is not being properly maintained or that any part or fitting is not in good working order, a notice may be served on the proprietor prohibiting them from using the vehicle until the defect has been remedied.

Any wheelchair ramps, wheelchair securing straps, wheelchair seatbelt extensions and any other equipment necessary for the safe transportation of wheelchair users must be kept in the vehicle at all times. Such equipment must be of the correct type for the vehicle in which it is being carried and must at all times be in a safe, serviceable and clean condition. Any such equipment must be permanently marked with the registration number of the vehicle in which it is carried.

The proprietor of the licensed vehicle shall ensure that all drivers carry out a visual inspection of the vehicle prior to its use. This check shall consist of as a minimum ensuring that all tyres are roadworthy, all lights and indicators are working, the windscreen wipers and wash bottle are working effectively and that in the event of a puncture, the wheel can be either replaced with a roadworthy spare or inflated by other means without compromising the safety of the passengers or other road users. A written record of these checks must be kept in the vehicle and produced for inspection when requested by an authorised officer.

Any requirement by an authorised Officer or testing mechanic for bodywork or mechanical repair shall be complied with within the timeframe specified and in any case, the vehicle shall be presented for re-inspection within 28 days. Any failure to comply with such notice will result in the vehicle licence being suspended.

The vehicle proprietor must keep a written record of all servicing, maintenance, repairs and safety checks undertaken on the vehicle and make these records available to an Authorised Officer on demand.

9. Vehicle Condition Standard

All licensed hackney carriage vehicles must be maintained in an acceptable condition, including all bodywork, paint, mechanical components, electrical components & systems and interior.

The vehicle must be regularly serviced at least in accordance with the manufacturers' recommendations and taking into account the additional demands of hackney carriage use. Cosmetically, the vehicle should be kept clean and tidy, with no significant bodywork damage or wear and tear to the interior.

The following will be considered when deciding if a vehicle is in an acceptable condition:

1. Mechanically, no item should show significant wear, deterioration or cause any concern that the vehicle is less than 100% safe for use on the road.
2. Bodywork should show no significant damage, dents or excessive scratching. The overall appearance of the vehicle should be excellent and there should be no rust or deterioration on any of the vehicle's body panels.
3. The paint should have no signs of dullness or fading and the colour of all body panels should match.
4. The underside of the vehicle should be free from any excessive damage and should not show any signs of rust or other deterioration.
5. The interior of the vehicle, including all carpets, seats, boot lining and other trim should be clean and showing minimum signs of wear. The interior and trim must be free of any tears, cuts or burn marks and should be dry and hold no offensive odours.
6. The vehicle's previous test history may be taken into consideration when deciding if a vehicle is in an acceptable condition.

In addition to the above points, if the vehicle is tested and fails the test the extent that the plates are removed from the vehicle, it is clear that the vehicle owner has failed to maintain it in acceptable condition. In these circumstances, the authorised officer may require that the vehicle be permanently removed from the fleet and the Council will not license that vehicle again.

Vehicle proprietors are required to keep a schedule of the maintenance which has been carried out on the vehicle. This must include the following:

1. Documentary evidence that the vehicle has been regularly serviced at least in accordance with the manufacturers recommendations.
2. Documentary evidence of any work carried out on the vehicle, including receipts for parts etc.
3. Documentary evidence that regular checks are carried out on the vehicle both by the drivers (on a daily basis) and by the owner (on a weekly basis) to include tyres, lights, glass, fluid levels and overall condition of the vehicle.

NOTE: The authorised officer's opinion of whether a vehicle is in an acceptable condition will be final.

10. Vehicle Emissions Standard

From 1 February 2018, the exhaust emissions emitted by the vehicle must comply with the relevant Euro emissions standard for the age of the vehicle:

- (a) Vehicles first registered up to 31 December 2005 must comply with the Euro 3 emissions standard.
- (b) Vehicles first registered up to 31 December 2010 must comply with the Euro 4 emissions standard.
- (c) Vehicles first registered up to 31 August 2015 must comply with the Euro 5 emissions standard.
- (d) Vehicles first registered after 1 September 2015 must comply with the Euro 6 emissions standard.
- (e) As the emissions standards for vehicles continue to become more restrictive, licensed hackney vehicles will be required to comply with the emissions standards relevant to the vehicle at the time of its first registration.

11. Alteration of Vehicle

No material alteration or change in the specification, design, condition or appearance of the vehicle shall be made without the approval of the Council at any time while the licence is in force.

12. Damage to a Vehicle

Any damage to a hackney carriage materially affecting the safety, performance or appearance of the vehicle shall be reported by the proprietor to the Council as soon as possible and in any case within 72 hours, in accordance with section 50(3) of the Local Government (Miscellaneous Provisions) Act 1976 and until such damage is repaired to the satisfaction of the Council the vehicle shall not be used to ply for hire.

13. Notification of Convictions to Council

The proprietor of a hackney carriage shall within 7 days disclose to the Council in writing details of any convictions, cautions or any other orders including but not restricted to ASBO, CRASBO, VOO, Drink banning order etc. imposed on him / her (or, if the proprietor is a company or partnership, on any of the directors or partners) during the period of the licence.

14. Vehicle Insurance

The proprietor of a hackney carriage shall keep in force in relation to the user of that vehicle a Policy of Insurance issued by an Insurance Company approved by the Council covering use for hire and reward, passenger, liability, passenger luggage and such other matters as the Council may specify from time to time and comply with the requirements of Part VI of the Road Traffic Act 1972.

On being so required by an authorised officer, the proprietor shall produce to that officer for examination a Certificate of Insurance issued by an approved Insurance Company in respect of a hackney carriage for the purpose of Part VI of the Road Traffic Act 1972, provided that if the proprietor fails to produce such Certificate to the officer on request the proprietor shall within five days of such request produce it to that officer or any other authorised officer at the office of the Council.

15. Carriage of Persons, Animals and Luggage

- (i) The proprietor or driver shall not permit the hackney carriage to be used to carry a greater number of passengers than the number prescribed in the licence.
- (ii) The proprietor or driver shall not permit any person whatsoever to be conveyed in the front of a London type cab used as a hackney carriage.
- (iii) The proprietor or driver shall allow only one person to be conveyed in the front of a vehicle other than a London type cab used as a hackney carriage.
- (iv) The proprietor or driver shall not permit any animal to ride in the vehicle except an animal in the custody or control of the hirer.
- (v) The vehicle must not convey luggage by means of the roof.

16. Not to carry Person Having Notifiable Disease

A proprietor or driver of a hackney carriage shall not knowingly convey or permit to be conveyed in the carriage any person having a notifiable disease, the dead body of any person who has died suffering from any such disease, or any clothing, bedding or other articles whatsoever which is known to have been in contact with any such person or body, and shall immediately upon discovering that such a person, body or article has been unknowingly conveyed in the carriage, notify the fact to the Community Physician and the Council.

17. Taximeter and Fare Table

The proprietor of a hackney carriage shall cause the same to be provided with a taximeter so constructed, attached and maintained as to comply with the following requirements, that is to say:-

- (i) The proprietor shall cause the taximeter to be of a type approved by the Council and to be maintained in a sound mechanical condition at all times and to be located within the vehicle in accordance with the reasonable instructions of the authorised officer.
- (ii) The proprietor or driver shall cause the taximeter to be set to correspond with the fare table displayed in the vehicle, as adopted by the Council from time to time
- (iii) The proprietor shall not use or permit to be used a taximeter that the Council has not sealed.
- (iv) The proprietor or driver shall ensure that when the taximeter is brought into operation the permitted extras will be shown legibly on the face of the taximeter and shall be no more than permitted by the approved fare table.
- (v) The proprietor or driver shall ensure that a copy of the fare table supplied by the Council from time to time is exhibited inside the carriage at all times.
- (vi) The proprietor or driver shall ensure that the fare table is not concealed from view or rendered illegible.

18. Authorised Fares and charges when operating within the Borough of Tameside

(a) When a hackney carriage is standing or plying for hire the fare for any hiring shall be calculated in accordance with the fare table for all journeys within the Metropolitan Borough of Tameside unless the hirer expresses his / her desire to engage a hackney carriage by time, when the rate of fare shall be calculated by time. Such rate of fare shall be agreed in advance prior to the commencement of the journey.

(b)

	Regulated	Distance
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The rate of fares fixed by the Council shall include rates or fares for any journey commencing within Tameside and ending at any point within Greater Manchester, but outside Tameside, less than four miles from the nearest Tameside boundary.

19. Roof Sign "TAXI"

The proprietor of a hackney carriage shall cause the carriage to be provided with a roof sign of approved pattern so constructed as to comply with the following requirements, that is to say:-

(i) The sign shall bear the word "TAXI" in plain letters at least two inches in height and not more than four inches in height.

(ii) The sign shall be capable of being so operated that it indicates clearly and conveniently to persons outside the carriage whether or not the carriage is for hire and for that purpose it shall be capable of being suitable illuminated.

(iii) The sign shall be affixed to the roof in a proper manner and safely wired to the taximeter.

20. Signs Notices, etc.

(i) No signs, notices, advertisements, plates, marks, numbers, letters, figures, symbols, emblems or devices whatsoever shall be displayed on, in or from the vehicle except as may be required by any statutory provision (including byelaws) or required or permitted by these conditions, provided however that this condition shall not apply to any indication on a taxi meter fitted to the vehicle or to a sign which:-

a) contains the name, address, and telephone number of the proprietor or operator and is displayed on the vehicle other than on the roof or glass parts of the vehicle; or

b) contains advertising unrelated to the hackney carriage/private hire trade, meets the Advertising Standards Authority guidance and does not advertise alcohol, gambling, tobacco, political / religious causes or anything else deemed inappropriate by the authorised officer.

Such advertising may be displayed on the bodywork of a vehicle but must not encroach on to any of the vehicles windows, mirrors, lights, door handles, steps, ramps or other statutory signs as required by the Council.

The proprietor must seek prior permission from the Licensing Department before entering into any advertising agreements and a facsimile of the advertisement they intend to display must be supplied to the Licensing Department for approval.

Whenever an advertisement is removed from a vehicle, the proprietor must present the vehicle for a bodywork inspection by an authorised officer before any further advertisements are applied to the vehicle.

(ii) The proprietor shall cause to be affixed and maintained in a conspicuous position in accordance with the directions of the Council any sign or notices required from time to time by the Council.

21. Change of Address

The proprietor shall notify the Council in writing of any change of his address during the period of the licence within 7 days of such change taking place.

22. Transfer of Licence

If the proprietor wishes to transfer the hackney carriage to another person he shall, before such transfer, give notice thereof in writing to the Council specifying the name and address of the person to whom the hackney carriage will be transferred, and the licence shall be deemed to be revoked if the Council disapproves the transfer of the licence to the person and the hackney carriage is, or has been transferred to him. The Council will not disapprove the transfer of the licence to a person except upon the ground that he is not a fit and proper person to hold the licence.

The Council may require the intended new licensee to submit an enhanced CRB check (or its equivalent) in order to ensure they are a fit and proper person to hold a licence.

Appendix 9

Tameside Council Equality Impact Assessment Form

Subject / Title	Taxi & Private Hire Vehicle Policies & Conditions
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Service Unit	Service Area	Directorate
Licensing	Environmental Services	Place

Start Date	Completion Date
1 September 2016	1 December 2016

Lead Officer	John Gregory
Service Unit Manager	Sharon Smith
Assistant Executive Director	Ian Saxon

EIA Group (lead contact first)	Job title	Service
John Gregory	Licensing Manager	Licensing / Public Protection

PART 1 – INITIAL SCREENING

An Equality Impact Assessment (EIA) is required for all Key Decisions that involve changes to service delivery. All other changes, whether a Key Decision or not, require consideration for the necessity of an EIA.

The Initial Screening is a quick and easy process which aims to identify:

- *those projects, policies, and proposals which require a full EIA by looking at the potential impact on any of the equality groups*
- *prioritise if and when a full EIA should be completed*
- *explain and record the reasons why it is deemed a full EIA is not required*

A full EIA should always be undertaken if the project, policy or proposal is likely to have an impact upon people with a protected characteristic. This should be undertaken irrespective of whether the impact is major or minor, or on a large or small group of people. If the initial screening concludes a full EIA is not required, please fully explain the reasons for this at 1e and ensure this form is signed off by the relevant Service Unit Manager and Assistant Executive Director.

1a.	What is the project, policy or proposal?	Amendments to the existing policies & conditions relating to hackney carriage and private hire vehicles & conditions
1b.	What are the main aims of the project, policy or proposal?	To implement those changes which the council feels are appropriate

1c. Will the project, policy or proposal have either a direct or indirect impact on any groups of people with protected equality characteristics?				
Where a direct or indirect impact will occur as a result of the policy, project or proposal, please explain why and how that group of people will be affected.				
Protected Characteristic	Direct Impact	Indirect Impact	Little / No Impact	Explanation
Age			X	

Disability		X		The impact of extending the lower age limit for wheelchair accessible vehicles may have a positive impact by increasing the number of such vehicles within Tameside
Ethnicity			X	
Sex / Gender			X	
Religion or Belief			X	
Sexual Orientation			X	
Gender Reassignment			X	
Pregnancy & Maternity			X	
Marriage & Civil Partnership			X	
Are there any other groups who you feel may be impacted, directly or indirectly, by this project, policy or proposal? (e.g. carers, vulnerable residents, isolated residents)				
Group (please state)	Direct Impact	Indirect Impact	Little / No Impact	Explanation

Wherever a direct or indirect impact has been identified you should consider undertaking a full EIA or be able to adequately explain your reasoning for not doing so. Where little / no impact is anticipated, this can be explored in more detail when undertaking a full EIA.

1d.	Does the project, policy or proposal require a full EIA?	Yes	No
			X

APPENDIX 10

1) Good afternoon,

My only comment on this consultation would be that a system should be put in place to check that applicants for private hire and Hackney licences have a basic knowledge of the local area and, more importantly, up to date knowledge of the Highway Code especially with regard to road signage, bearing in mind the number of current taxi licence holders that blatantly ignore 'No Entry' signs and drive the wrong way along one way streets.

2) *To me it's ambiguous. The word 'Normally ' should be replaced with 'Not'.
The Policy is about ensuring that members of the public (all ages and vulnerabilities) are safe and not put at risk.*

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STRATEGIC PLANNING AND CAPITAL MONITORING PANEL

10 July 2017

Commenced: 2.00pm

Terminated: 3.30pm

Present: Councillor K Quinn (Chair)

Councillors Cooney, Dickinson, Fairfoull, J Fitzpatrick, B Holland, McNally and Taylor

Chief Executive/Accountable Officer: Steven Pleasant

Also in attendance: Kathy Roe, Aileen Johnson, Robin Monk, Damien Bourke, Ian Saxon and Tom Wilkinson

1. DECLARATIONS OF INTEREST

Members	Subject Matter	Type of Interest	Nature of Interest
Councillor Taylor	Agenda Item 11 - Active Tameside Capital Programme Update	Prejudicial	Chair of Active Tameside
Councillor Cooney	Agenda Item 7 – Education Capital Programme Update	Personal	Member of extended family involved in building work on Cromwell School.

2. MINUTES

The Minutes of the meeting of the Strategic Planning and Capital Monitoring Panel held on 13 March 2017 were signed by the Chair as a correct record.

3. CAPITAL MONITORING REPORT – OUTTURN 2016/17

Consideration was given to a report of the First Deputy (Performance and Finance) / Assistant Executive Director (Finance) summarising the capital monitoring position at 31 March 2017. The report showed projected capital investment of £35.288 million in 2016/17. This was £15.870 million less than the total programmed spend for the year (£51.158million). Re-profiling of £12.929 million into the next financial year was therefore proposed.

Details of the projected outturn capital investment were shown by service area and Section 3 of the report referred to the most significant scheme variations. Particular reference was also made to the changes to the approved 3 year capital programme, capital receipts and prudential indicators.

RESOLVED

- (i) That the re-profiling to reflect up to date investment profiles is approved;
- (ii) That the revised capital programme (including changes) is approved;
- (iii) That the capital financing statement for 2016/17 is approved
- (iv) That the 2016/17 capital outturn position be noted;
- (v) That the current position in regards to Compulsory Purchase Orders (CPO's) and indemnities is noted; and
- (vi) That the capital receipts position is noted.

4. VISION TAMESIDE PHASE 2 PROGRESS UPDATE

The Assistant Executive Director, Development Growth and Investment, submitted a report providing a progress update on project delivery, costs and funding, delivery timescales and risks associated with the Vision Tameside Phase 2 Programme, which included the new Shared Service Centre and the Streetscape Improvement Project.

It was reported that, since the last report to the Strategic Planning and Capital Monitoring Panel on 13 March 2017, substantial progress had been made with key elements of the Programme as follows:

- Demolition contract completed on 12 September 2016;
- Enabling works for construction commenced on 13 September 2016;
- Piling works commenced on 19 September 2016;
- Construction contract awarded on 22 November 2016;
- Steel beam signing ceremony had been held on 6 December 2016;
- Construction of foundations complete;
- Steel frame erection complete;
- Metal decking complete; and
- Topping out ceremony on 21 June 2017.

Members were informed that, overall, the project was making good progress with the position against projected programme currently being maintained. Current works on site included; upper floor slabs, windows, drainage installation; curtain walling, brickwork, roofing, and repairs to the rear of the Town Hall. It was noted that negotiations were on-going with related parties, to agree an appropriate insurance settlement for the damage to the rear of the Town Hall, which was caused during the demolition of the former Council Offices.

Following the recent tragedy at Grenfell Tower, assurance had been sought from the LEP and Carillion that the specifications and method of installation of the proposed cladding material for the building did not pose unacceptable levels of fire risk. A technical review was currently underway including the overall fire risk strategy for the building.

Pro-active communication continued to take place with local stakeholders to keep them up to date on progress and mitigate against any town centre disruption created by the construction works. The demolition phase of the project was recently nominated for a National Site Award 2017 under the Considerate Constructors scheme.

Health and Safety performance had been good and several site visits and quality audits undertaken to date had not identified any significant issues. The latest independent external monitoring of the project for the Skills Funding Agency in March 2017 reported general satisfaction with the overall progress and financial status of the project.

Details were given of programme management, including:

- Vision Tameside Working Group;
- Building Design and Scope;
- Reviewable Design Data process; and
- Lease negotiations.

It was explained that, following previous Council approvals a Streetscape Improvement (previously described as public realm) project had been included within the scope and funding for the Vision Tameside Phase 2 programme. Concept designs were approved in October 2016 subject to detailed proposals and funding. Progress with the development of the Streetscape Improvement project to date was detailed.

It was further explained that, the funding package for the project relied on financial contributions from external sources including the GM Growth Fund Deals. In the Autumn Statement 2016, the

Government announced £490 million for the local roads element of the National Productivity Investment Fund (NPIF) for 2018/19 and 2019/2020, to be allocated via a competitive bidding process. Based on the size of the national funding pot (£490 million), and the fact that Greater Manchester might expect at least a 7% allocation (£34 million) based on population, it was proposed to develop a bid around a central planning figure of £50 million. The existing GM priority was for a series of major schemes leaving scope, however, to include a package of minor schemes. As part of the Greater Manchester minor scheme considerations, Tameside would be submitted a bid for the 'Streetscape' works along Wellington Road and Albion Way. Bids had to be submitted by the end of June and bid funding was expected to be announced in Autumn 2017.

Previous reports had highlighted the fact that not all the public realm would be completed when the new Shared Service Centre opened in 2018. However, the Public Realm Task Group was currently developing a clear plan to ensure that the public realm interface provided suitable access to the new building.

If the Council was unable to secure an appropriate funding package then options would need to be considered to ensure that this critical element of the Vision Tameside programme could be delivered. A further report would be provided with recommendations once the final funding position for the project was established in the Autumn.

In respect of the recant plan, a detailed Vision Tameside Recant Plan was currently being developed to form part of a wider Council Office Accommodation Strategy, which would be implemented when the new Shared Service Centre was completed in Summer 2018.

The new Shared Service Centre had been designed to operate as a corporate 'Head Office' hub for the Council accommodating the Leadership team, Directorates, front of house services, dispersed administration and professional staff.

With regard to Fixtures, Fittings and Equipment (FF&E), it was reported that an analysis of furniture, fittings and equipment, for all elements of the scheme, was completed as part of the Stage 2 submission. The original £1.5 million budget for the Council and partners had been confirmed to be sufficient at Stage 2. A detailed report on the Recant Plan would be provided for consideration in early September.

It was reported that partnership work continued between Carillion and the Council's Employment and Skills team to maximise opportunities for local employment, apprenticeships, work placements and local supply chains. A summary of the outputs achieved to date was provided in the report.

An analysis of furniture, fittings and equipment for all elements of the scheme, was completed as part of the Stage 2 submission. The original £1.5 million budget for the Council and partners had been confirmed to be sufficient at Stage 2. The last report to the Strategic Planning and Capital Monitoring Panel on 13 March 2017, highlighted that the projected FF&E contribution from the DWP and CCG, was anticipated to be £432,000. However due to negotiations still underway with NHS Property Services, acting on behalf of the CCG, and recent design changes requested by the DWP, this contribution was under review.

In respect of Variation Notices and impact on Contingency Budget, it was explained that the programme currently had a contingency allowance of £824,048. In addition to administering all Variations in line with Clause 15 of the Design and Build contract a robust internal process, had been implemented to ensure all costs were carefully monitored and there was transparency in the decision-making process thereby reducing the Council's financial risk.

Details were given of the Council's variation notices approved since the last meeting of the Panel on 13 March 2017, with a total value of £119,765. A summary of 'other' costs, which exceeded the previously approved budget allowance, was also provided. Additional virements were therefore requested from the contingency budget for those identified overspends to a value of £127,368. It

was summarised that the proposed variations reduced the Vision Tameside Programme contingency budget from £824,048 to £696,680.

In terms of risk management, it was explained that the Vision Tameside Phase 2 programme had a comprehensive risk register and issues log which was pro-actively managed by the Project team.

In conclusion it was reported that, delivery of the Vision Tameside Phase 2 programme was key to the achievement of the Council's overall strategic priorities and a new exciting future for Tameside attracting new businesses, creating new jobs and future opportunities for Tameside residents.

It was important that the outstanding lease negotiations were progressed urgently to provide certainty around projected income and FF&E contributions.

Careful monitoring of the construction programme was required to ensure no further slippage thereby ensuring that the building could be open for business in September 2018.

Budget monitoring was critical to the successful delivery of this project to ensure costs were contained within the budget envelope. It was essential that the Reviewable Design Data process previously approved, continued to be reviewed, as a matter of urgency, following the instruction to change floor plan layouts.

Improvement to the public realm was critical to the success of the Vision Tameside programme and although good progress continued to be made with the design of the scheme, the delay in securing an appropriate funding package from external partners was putting the streetscape project at risk.

Following completion of the floor plan review the work to develop a detailed Recant Pan could be progress. Proposals would be the subject of a future report.

Continuing to maximise opportunities for local employment, apprenticeships and work placements was contributing to economic prosperity in the Borough.

The Head of Legal Services made an amendment to her legal implications as follows:

Paragraph 3 of the legal implications, last line second word should read 'was' instead of 'is' and, para 4 of the legal implications final sentence, third word should read 'was' and not 'is'

Discussion ensued with regard to the progress of Vision Tameside Phase 2. Members raised fire safety concerns in respect of cladding materials to be used on the building, in light of the recent Grenfell Tower tragedy. It was agreed that an independent technical assessment be sought on fire strategy/risks on overall construction of the building, and that progress on this would be reported to the next meeting of the Panel.

Concerns were also expressed in respect of the delay in securing an appropriate funding package for the streetscape improvement project and the risks associated with this going forward.

RESOLVED

That the following RECOMMENDATIONS be made to Executive Cabinet:

- (i) That the progress with the delivery of the overall Vision Tameside Phase 2 programme, be noted;**
- (ii) That the emerging risk associated with the delay in securing an appropriate funding package for the Streetscape Improvement project, be noted;**
- (iii) That the budget variations and virements identified in Section 7 of the report, be approved;**
- (iv) That the excellent progress being made to drawdown the £4 million Skills Funding Agency Capital Funding, be noted; and**

- (v) That an independent technical assessment be sought on fire strategy/risks on the overall construction of the building and progress be reported to the next meeting of the Panel.

5. CORPORATE ASSET MANGEMENT PLAN UPDATE

The Assistant Executive Director, Sustainable Growth and Assets, submitted a report updating Members of the Panel with progress on the disposal of the council's surplus assets, anticipated capital receipts that would be released and investment that was required to maintain those buildings being occupied and retained or dilapidations arising from the termination of leases.

With regard to the disposal of assets, it was reported that asset disposal process continued with a figure of £431,000 achieved since 1 April 2017.

A public consultation exercise for the disposal of the five larger school sites had been completed and terms were agreed subject to contract for the sale of the former Samuel Laycock site. An outline planning application had been submitted for the former Mossley Hollins school site and Section 77 consultations were nearing an end in respect of the former Two Trees School. The master planning for the Windsor Road site in Denton was now almost complete and discussions regarding a disposal were at an advanced stage.

Continued focus was being placed on future Auctions with six sites being submitted in July 2017 and work ongoing for a number of sites to be potentially sold at future Auctions.

Properties being actively marketed for sale or lease would be advertised on the council's website, in addition to the marketing agents websites. Where potential disposals would impact on tenants, for example sale of garage or garden plots, which had become too expensive to administer, written notification would be given to tenants in advance for the proposed sale.

With regard to leased buildings, as reported at previous meetings of the Panel, the Council's policy was to terminate leases it had for buildings owned by others and to relocate services to surplus space in Council owned properties, where this delivered value for money, to reduce the revenue costs of operating and occupying buildings.

In respect of Investment in Civic and Corporate Buildings, it was explained that the Multi Use Games Area (MUGA) site at Burlington Street, Ashton, was a small pocket of greenspace in an otherwise relatively built up area, which was well used by the local community. The site was developed as part of the Millennium Green project and a Trust was responsible for the management of the site. The Trust, however, was no longer in existence and had not been maintaining the site. The site was now in poor condition and work was required to bring it up to standard and reduce the risk of any injury to any person using the site, and in turn reduce the risk of claims against the Council for slips, trips and falls. The proposed works including; repairs to fencing and entrance way to the MUGA, removal of the carpet within the MUGA, new paving slabs on pathway through the site and removal of redundant timber posts, were estimated to cost £40,000 and would be financed from the revenue repair and maintenance budget within the corporate landlord service. It was noted that the Council was now responsible for the ongoing management of the facility.

It was further reported that, to date, there had been revenue building repair and maintenance expenditure of £120,000 on corporate buildings. There were further revenue funded works required to buildings (as detailed in the report), estimated to cost £72,000. It was noted that by the end of the first quarter of the 2017/18 financial year a sum of £232,000 would have been expended/committed (including the sum of £40,000, as detailed above for the Burlington Street, Ashton, MUGA) from the £600,000 budget available. It was therefore essential that this budget was stringently monitored for the remainder of the current financial year.

In addition to the revenue funded works detailed in the report, there were capital related schemes required on corporate buildings which were also detailed in the report. A sum of £2,000,000 was proposed within the Council's capital investment programme to finance such expenditure. A report on the Council's overall capital investment programme would be presented in September 2017 and the recommendation to approve the estimated £25,493 for the schemes listed would be an initial call on the available resources.

Members were informed that a proposal to refurbish Concord Suite, Droylsden, would be considered along with the wider capital programme at the September 2017 meeting of the Strategic Planning and Capital Monitoring Panel. An estimate of £1,500,000 had been included in the programme. In order to ensure a timely reoccupation of the Concord Suite it would be necessary to spend in the region of £500,000 in the current financial year (2017/18). Approval was therefore sought to support the initial £500,000 in advance of the overall request being considered in September 2017.

Detailed discussion ensued with regard to the sites recommended for disposal as attached to the report at **Appendix 1** and Members sought clarification with regard to exact locations of the sites before giving their approval to the disposals.

Concerns were also raised in respect of the cost of repairs to the Burlington Street MUGA and the issue of ongoing maintenance and repairs. Further discussion ensued with regard to MUGA's in general across the Borough and it was agreed that the £40,000 costs of repairs to the Burlington Street, Ashton MUGA not be approved and that a review be carried out on MUGA's in Tameside and a report be submitted to the next meeting of the Panel.

RESOLVED

That the following RECOMMENDATIONS be made to Executive Cabinet:

- (i) That the list of disposals identified in Appendix 1 to the report be noted, further to clarification of precise locations on all sites being provided to Panel Members, before approval is given for disposal;**
- (ii) That the following schemes are financed via the Council's earmarked reserve for capital investment , which was due to be considered in September 2017:**
 - (a) Capital schemes on corporate buildings detailed in the report, (excluding the £40,000 identified for the Burlington Street, Ashton MUGA);**
 - (b) Initial refurbishment works at the Concord Suite, Droylsden, as detailed in the report, of £500,000.**

6. EDUCATION CAPITAL PROGRAMME UPDATE

Consideration was given to a report of the Assistant Executive Director (Development, Growth and Investment) advising Members of the Panel on the latest position with the Council's Education Capital Programme 2017/18 and sought approval for various recommendations as set out in the report.

The report gave details of:

- Funding allocation;
- Basic Need Schemes progress update, including requests for additional funding allocations;
- School Condition Funding Scheme Proposals, including request for additional funding allocations/amendments;
- Procurement and value added; and
- Risk Management.

The report concluded that there had been significant capital investment in schools over the recent past to support the Council's delivery of its statutory responsibilities connected with the provision of sufficient and suitable places. The work identified would enable the Council to meet its statutory duties.

Members sought clarification in respect of funding for project development work at Astley Community High School. The Assistant Executive Director (Development Growth and Investment) agreed to obtain further details on this matter and report back to Members.

RESOLVED

That the following RECOMMENDATIONS be made to Executive Cabinet:

- (i) That the following Education Capital Funding allocations be noted:**
 - **Basic Need funding - £4,883,289**
 - **School Condition funding - £1,678,277**
 - **Devolved Formula Capital - £432,045**
- (ii) That approval be given to the scheme proposal for Aldwyn Primary School Mobile Classroom (£80,000), as detailed in the report, to be financed from the Council's reserves.**
- (iii) In respect of School Condition Grant 2017/18:**
 - (a) That the previously approved schemes totalling £386,275 as set out in and appended to the report, be noted;**
 - (b) Scheme proposals amounting to £1,142,520, as set out in and appended to the report, be approved.**
 - (c) It be noted that £149,482 of School Condition grant for 2017/18 remains to be allocated.**

7. SECTION 106 AGREEMENTS AND DEVELOPER CONTRIBUTIONS

Consideration was given to a report of the Assistant Executive Director, Development, Growth and Investment, summarising the current position with regard to receipts received from Section 106 Agreements and Developer Contributions, and made comments for each service area. New Agreements made and requests to draw down funding were also detailed.

It was reported that the summary position as at 31 March 2017 for Section 106 Agreements totalled £483,000, with Developer Contributions totalling £294,000, less approved allocation of £148,000 leaving a balance of £178,000. The balance of unallocated section 106 funds and developer contributions were as follows:-

- Services for Children and Young People - £241,000 (s106) and £81,000 developer contributions;
- Community Services (Operations and Greenspace) - £210,000 (s106) and £74,000 developer contributions; and
- Engineering Services - £31,000 (s106) and £23,000 developer contributions.

It was reported that no new Section 106 Legal Agreements had been entered into since 20 February 2017, although there were a number of resolutions to grant planning permission subject to agreements being entered into and more schemes due at Speakers' Panel (Planning) which would also involve the signing of new Section 106 Legal Agreements. These would be reported to a future meeting of the Strategic Planning and Capital Monitoring Panel once they had been entered into and becoming active.

In respect of requests to draw down funding, it was reported that there were no outstanding requests to draw down funding but it was anticipated that those would develop significantly over the remainder of the year and a full report of requests and proposed expenditure would be provided.

Members were informed that, in 2016, a review was undertaken of Planning Obligations within the Development Management Service. The final report was published in April 2017 and key issues were outlined.

In overall terms, the audit focused on both S106 Legal Agreements and the historic Developer Contributions which were collected up until 2015 when the community Infrastructure Levy Regulations 2010 changed the rules regarding financial contributions through the planning system.

The report examined 6 key risks and identified 42 expected internal controls. 33 were found to be operating effectively but an overall low level of assurance was identified due to concerns principally related to the lack of monitoring agreements. The report recognised that management had responded positively to strengthen controls but that shortage of resources within the team had meant that effective monitoring had not been possible. It therefore recommended that urgent monitoring of these historic agreements was undertaken.

A recruitment exercise was currently underway for a Graduate Trainee (Planning) on a 12 month fixed term contract to assist the Council with undertaking a review of historic legal agreements and further updates would be provided to the Panel over the course of the next 12 months. Steps had also been taken to address a number of other recommendations within the audit report. This included adjusting the financial contributions calculator for inflation and changes to the way finance records and account for payments.

RESOLVED

That the content of the report be noted.

8. ENGINEERING CAPITAL PROGRAMME 2017/18

The Assistant Executive Director – Environmental Services, submitted a report setting out initial details of the 2017/18 Engineering Capital Programme for Environmental Services and sources of funding with specific reference to the Highways Structural Maintenance Programme and capital funding made available by the Council for the Tameside Asset Management Plan (TAMP) for highways.

It was reported that the duty to formulate Local Transport Plans was the responsibility of Transport for Greater Manchester (TfGM) who reported to the Greater Manchester Combined Authority (GMCA). Department for Transport (DfT) funding allocations for highway related schemes addressed a range of issues based on achieving agreed targets at a Greater Manchester and national level. Funding was split between: Structural Maintenance Works Principal and Non-Principal Roads, Highway Structures and Bridges and Street Lighting. The allocation for Tameside in 2017/18 was detailed in the report.

The historical proportion of each of the above funding streams was changed from 2015/16 with a greater proportion allocated to roads maintenance. National formulae with local weighting were then used to agree the proportion to each element. Details of the Highways Structural maintenance Works programme delivered in 2016/17 were appended to the report.

In respect of Tameside Capital Funding, details were given of:

- the 2017/18 schedule for LED (Light Emitting Diode) Street Lighting Replacement Programme; and
- Highways Tameside Asset Management Plan (TAMP) – This major investment in the highway network (£20 million over 4 years) would increase the highway maintenance capital programme from around £1.6 million per annum to £6.6 million per annum. Estimates for spend profile for the £20 million over four years was provided in the report.

In terms of the Maintenance programme, approval was sought for the proposed allocation of the 2017/18 DfT allocation and specifically for the allocation amongst Tameside's principal and non-principal roads (£1.695 million), together with the profiled TAMP programme (£2.750 million) as follows:

- Structural Maintenance Works & Highways TAMP – Principal/Non Principal Roads – (£1.695 million + £2.750)

- Highways Structures and Bridges (£0.410 million)
- Street Lighting (£0.152 million)

In addition, the full Engineering Capital Programme also included other schemes, which were funded from a variety of sources. Full details of all capital schemes were appended to the report.

It was explained that it was essential that these major works were communicated effectively with both Members of the Council and the citizens of the Borough in addition to the statutory co-ordination of works on the highway. This this end, work would be carried out with the Council's Communications Team to ensure that Town Councils were made aware of any planned works and also making use of social media for the latest information.

RESOLVED

That the following RECOMMENDATIONS be made to Executive Cabinet:

That the Engineering Maintenance Block Allocation with specific reference to the Highways Structural Maintenance Programme and the additional investment of £2,750 million required in 2017/18 via the TAMP (as detailed in the report), be recommended for approval by Council.

9. REVISED PROTOCOL RE: SALE OF LAND

Consideration was given to a report of the Assistant Executive Director, Development, Growth and Investment, seeking approval for the revised protocol for the sale of council land. An Equality Impact Assessment was appended to the report for consideration in conjunction with the report.

Members were informed that, until now the process had been managed on an informal basis employing a number of different techniques, relying upon the skill and expertise of the officers and advisers engaged in the process and reporting planned disposals to the Strategic Planning and Capital Monitoring Panel. In addition, not all applications to acquire land were made to the Corporate Landlord, with other services being approached initially, which meant a consistent policy was not being implemented.

The disposal of council land was closely regulated by law and it was this, together with a desire to ensure consistency and therefore fairness, that had highlighted the need for the Council to adopt a formal policy setting out how it would make decision on disposals of land in the future.

The proposed Corporate Policy – Disposal of Council Owned Land was appended to the report. The policy set out a formal application procedure for parties who were interested in purchasing land from the Council and then, depending upon category of property, prescribed, the process for considering the application and ultimately disposing of the land. The policy, if adopted, would lead to a clear and consistent approach to the disposal of Surplus Land and also best value being achieved, however, the policy also took account of:

- Special Purchasers;
- Disposal for Community Ownership;
- State Aid;
- Disposal at Undervalue; and
- Well Being Powers.

Financial implications and the risk to the Council of not adopting a formal policy for the disposal of land, were also detailed.

Discussion ensued with regard to the proposed policy and in particular the definition of 'Surplus Land'. The Chair and Members agreed that the proposed policy required amendment to ensure the Council's rationale for deciding which land was surplus to the Council's requirements and how it would be processed in accordance with the law was appropriately reflected in the policy, and they expressed a desire to approve the same.

RESOLVED

That the following RECOMMENDATION be made to Executive Cabinet:

That the revised protocol for the Sale of Land be approved, subject to ensuring that the Council's rationale for deciding which land was surplus to the Council's requirements and how it would be processed in accordance with the law was appropriately reflected in the policy, such amendment to be agreed by the Strategic Planning and Capital Monitoring Panel.

Having declared a prejudicial interest, Councillor Taylor left the meeting during consideration of the following item and took no part in the voting or decision thereon.

10. ACTIVE TAMESIDE – CAPITAL INVESTMENT PROGRAMME UPDATE

A report was submitted by the Assistant Executive Director, Development Growth and Investment providing a summary of progress to date with the delivery of the Council's capital investment programme into improving sports and leisure facilities in Tameside. Further support was sought for the approval for a revised budget of £3.096 million for the extension of Active Hyde and the award of a contract as outlined in the report.

Individual elements of the programme were highlighted in the report as follows:

- Active Copley Heating Replacement (£0.369m)
- Active Copley Pitch Replacement (£0.177m)
- Active Medlock Roof Replacement (£0.120m)
- Active Hyde Wave Machine Replacement (£0.060m)
- Active Hyde Pool Extension (£2m)
- New Denton Wellness Centre (£14.7m)
- Active Dukinfield (ITRAIN) (£2.3m)
- Active Longdendale (Total Adrenaline) (£0.600m)

In respect of the Active Hyde scheme, members were informed that in March 2016, Executive Cabinet approved a recommendation to add a conventional swimming pool facility as an extension to existing facilities at the current Active Hyde site. At the time the projected cost to progress the scheme was £2.0 million and approval formed part of the £20 million investment programme.

The proposed facility comprised:

- 25 m x 6 lane swimming pool designed to Sport England specifications;
- Cubicle changing accommodation, group changing rooms for schools and a 'changing places' room for individuals with special needs; and
- Spectator seating.

The pool extension, which had full planning permission, would be serviced by the existing Active Hyde car park, entrance and reception desk along with catering and other ancillary facilities.

It was reported that the cost of scheme had increased significantly from that estimated in the March 2016 Executive Cabinet report. The original budget estimate for the scheme was based on limited building survey information which made a number of assumptions about the feasibility of extending the existing mechanical, electrical and pool filtration systems at the existing facility. When establishing the likely cost of the scheme it was envisaged that much of the existing mechanical, electrical and pool filtration infrastructure could be adapted to support the new conventional pool installation keeping costs to a minimum. Extensive surveys of the existing systems, commissioned since the Executive Cabinet report, had confirmed that services could not be integrated as planned due to positioning, capacity and condition issues. This had directly resulted in a cost increase of £1,096,000. There were no opportunities to reduce spend in other areas to account for the additional cost of the Hyde Scheme. In addition, Sport England had confirmed that the Active Hyde scheme was not eligible for Strategic Facilities funding and, as

such, they would not be soliciting a funding bid from the Council for this element of the investment programme.

RESOLVED

That the following RECOMMENDATIONS be made to Executive Cabinet:

- (i) That the content of the report be noted;**
- (ii) An additional £1,096 million to the previously approved budget of £2.0 million for the Active Hyde scheme, be supported and approved;**
- (iii) A permanent financing arrangement for this additional cost be explored and reported back as part of the capital investment programme review which is due in September 2017.**

CHAIR

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TAMESIDE AND GLOSSOP SINGLE COMMISSIONING BOARD

11 July 2017

Commenced: 2.00 pm

Terminated: 3.20 pm

PRESENT: Alan Dow (Chair) – NHS Tameside and Glossop CCG
Councillor Brenda Warrington – Tameside MBC
Councillor Gerald Cooney – Tameside MBC
Alison Lea – NHS Tameside and Glossop CCG
Jamie Douglas – NHS Tameside and Glossop CCG
Christina Greenhough – NHS Tameside and Glossop CCG
Carol Prowse – NHS Tameside and Glossop CCG

IN ATTENDANCE: Kathy Roe – Director of Finance
Clare Watson – Director of Commissioning
Angela Hardman – Director of Population Health
Aileen Johnson – Head of Legal Services
Tom Wilkinson – Deputy Section 151 Officer
Paul Dulson – Head of Adult Assessment and Care Management

APOLOGIES: Steven Pleasant – Tameside Council Chief Executive and Accountable Officer for NHS Tameside and Glossop CCG
Councillor Peter Robinson – Tameside MBC

26. DECLARATIONS OF INTEREST

There were no declarations of interest submitted by Members of the Board.

27. MINUTES OF THE PREVIOUS MEETING

The Minutes of the previous meeting held on 22 June 2017 were approved as a correct record.

28. FINANCIAL POSITION OF THE INTEGRATED COMMISSIONING FUND

Consideration was given to a jointly prepared report of the Tameside and Glossop Care Together constituent organisations on the consolidated financial position of the economy and provided a 2017/18 financial year update on the month 2 financial position at 31 May 2017 and the projected outturn at 31 March 2018.

In summary, the Director of Finance stated that the projected year end deficit across the economy was currently £6.783m. The Clinical Commissioning Group was reporting that all financial control totals would be met, however, there was meaningful risk attached to this. Against a £23.9m QIPP target there were £17m of savings which it was certain would be met, leaving £6.8m still to be delivered and therefore significant risk attached to fully realising this residual target.

Further analysis was required on the forecast net expenditure within Children's Services to 31 March 2018. A nil variance was currently reported, however, this would be updated within the month 3 report presented to the Board.

Reference was also made to the risk share of the projected year end single commission deficit by constituent organisations. This included a non-recurrent contribution of £5m by Tameside MBC with a reciprocal arrangement by the Clinical Commissioning Group within a 4 year period as per the terms of the Integrated Commissioning Fund Financial Framework.

The Integrated Care Foundation Trust was working to a £24.5m deficit position for 2017/18. This had not yet been agreed by NHS Improvement and delivery of £10.4m efficiencies were required to meet this control total.

RESOLVED

- (i) That the 2017/18 financial year update on the month 2 financial position at 31 May 2017 and the projected outturn at 31 March 2018 be noted.**
- (ii) That the significant level of savings required during the period 2017/18 to 2020/21 to deliver a balanced recurrent economy budget be acknowledged.**
- (iii) That the significant amount of financial risk in relation to achieving an economy balanced budget across this period be acknowledged.**

29. ANNUAL REVIEW OF 2016/17 SECTION 75 AND FINANCIAL FRAMEWORK AGREEMENTS

The Director of Finance presented a report explaining that under the terms of the financial framework for the Integrated Commissioning Fund and in accordance with requirements of the Section 75 Agreement and associated regulations, the Chief Financial Officer(s) designated as the Pooled Fund Manager(s) must present an annual return to the Single Commissioning Board. The return included details of the income and expenditure within the Pooled Fund and other pertinent information by which Partners could monitor the effectiveness of the Pooled Fund and represented the annual return for 2016/17.

The Section 75 Agreement commenced 2016/17 at a value of £216.40m which include the Better Care Fund. The wider "Aligned and In Collaboration" funds had also been added to provide a total Integrated Commissioning Fund value of £435.52m.

During the course of 2016/17 values were amended to reflect changes in the Clinical Commissioning Group allocations and Tameside Council resources. A particular feature for 2016/17 was the receipt of £5.2m transformation funding to the Tameside and Glossop health economy from the Greater Manchester Health and Social Care Partnership.

The closing value of the Section 75 Agreement at 31 March 2017 was £233.03m reflecting an increase of £16.63m during 2016/17. Taking into consideration the changes in year to the wider Aligned Budget and In Collaboration funds, the total net increase to the Integrated Commissioning Fund was £17.66m at 31 March 2017.

In conclusion, the Director of Finance advised that monitoring information would continue to be reported to the Single Commissioning Board in 2017/18 on a monthly basis to enable the Board to monitor the effectiveness of the Pooled Fund.

RESOLVED

That the review of the Section 75 Agreement within the wider Integrated Commissioning Fund be approved in accordance with the governance outlined at Paragraph 11 of the 2016/17 financial framework for the Integrated Commissioning Fund.

30. CANCER UPDATE

Dr Alison Lea presented a report informing the Board about a review of cancer data to help inform the development of specific actions to ensure the locality contributed to the ambitions set out within the plan for the Greater Manchester Cancer Board and the cancer programme of the Greater Manchester Health and Social Care Partnership Strategic Partnership Board.

There were eight domains within the Greater Manchester plan, reflecting a combination of the five key areas for change set out in 'Achieving world-class cancer outcomes: Taking charge in Greater

Manchester 2017-2021' and the six key work streams of the National Cancer Strategy. A substantial part of the plan in 2016/17 and 2017/18 was part of the vanguard innovation programme and funded by NHS England's New Care Models Team. At Greater Manchester and local level work was ongoing to meet the level of ambition with the aim of preventing avoidable deaths, reducing variation and improving experience. The level of contribution required by Provider Trusts and Clinical Commissioning Groups was detailed in Appendix 1 and Appendix 2 to the report.

The Greater Manchester Cancer Plan had been received by the Tameside Health and Wellbeing Board at its meeting on 9 May 2017. The Tameside and Glossop Cancer Board, led by the Tameside and Glossop Integrated Care Foundation Trust, was currently developing a comprehensive implementation plan and details were outlined in the report for information.

It was explained that in 2016 cancer was the main cause of death in 15.6% of the population in Tameside and Glossop Clinical Commissioning Group (331 out of 2,119 total deaths). Statistics for childhood cancers were not routinely published for Greater Manchester, the North West or Tameside. Local data would be requested from the North West Local Cancer Intelligence Network and an analysis of data would be incorporated into the developing plan.

In Tameside and Glossop Clinical Commissioning Group, all of the following were higher than the NHS England average:

- Incidence of cancer;
- Mortality rates;
- Under 75 years of age mortality;
- Number of deaths from cancers considered preventable;
- Adult smoking rates.

The Board heard that for the majority of time, Tameside and Glossop achieved the operational waiting times standards (93% within two week wait, 96% within 31 days and 85% within 62 days). Tameside and Glossop had a higher than average number of 2 week wait referrals than the NHS average for suspected cancers per 100,000 of the population. The conversion rate into diagnosed cancer was lower than the NHS England average but 2015/16 data showed that the gap was reducing.

While survival rates from cancer were increasing Tameside and Glossop Clinical Commissioning Group had a relatively high number of cancers detected late, with 20% of all cancers identified through emergency presentation and consequently reduced survival rates, compared to the England average and other Clinical Commissioning Groups across Greater Manchester.

Board members discussed the importance of focusing on prevention and early diagnosis of cancer, for example screening update, to reduce any variation across Tameside and Glossop Clinical Commissioning Group.

The development of locality-specific actions, currently being developed within the Tameside and Glossop Clinical Commissioning Group would support achievement of all the measures identified within 'Achieving world-class cancer outcomes: Taking charge in Greater Manchester 2017-2021' and the six key work streams of the National Cancer Strategy. The following areas needed to be considered as part of an ongoing improvement process and incorporated into the plan:

- What else could be done to detect cancer earlier and raise public awareness through national and local campaigns;
- How could emergency presentations be reduced;
- Role of Primary Care, e.g. use of e-referrals and EMIS templates;
- Improving access;
- Ensuring access to services was equitable;
- Planning, demand and capacity.

RESOLVED

That the content of the report be noted and the Board be kept informed of progress with any areas of concern escalated as appropriate.

31. TRANSFORMATION ENABLERS RELEASE OF FUNDING

Consideration was given to a report of the Programme Director (Care Together) outlining the proposed release of some Greater Manchester Health and Social Care Transformation funding in line with the Neighbourhood Strategy within Care Together detailed in section 2 of the report.

It was noted that the approved Greater Manchester Transformation funding bid included an allocation of £0.600m funding to support transformation projects within the locality estates and £1.000m funding to support transformation projects within organisational development. The report sought approval for the release of Transformation Funding up to the value of £0.400m for Estates and £0.150m for Organisational Development to support in delivering the transformation outcomes required by these enabling schemes.

The Estates funding would support three fixed term posts to support delivery of projects in the Estates transformation work stream and a number of outcomes were detailed in the report. The Organisational Development funding would support recruitment to a fixed term post to support delivery of projects in the Organisational Development work stream.

RESOLVED

That approval be given to the release of Greater Manchester Health and Social Care Partnership funding up to the value of £0.400m for Estates and £0.150m for Organisational Development to support in delivering the transformation outcomes required by these enabling schemes in line with the Neighbourhood Strategy within Care Together.

32. DISINVESTMENT AND DECOMMISSIONING POLICY

The Director of Commissioning presented a report advising that as part of the ongoing work towards achieving the 2017-18 Quality, Innovation, Productivity and Prevention target of £23.9m, and contributing to the system wide Savings Assurance programme, the decision had been taken to develop a Disinvestment and Decommissioning policy for consideration by Single Commission governance.

Reference was made to the Policy appended to the report, which had been developed by the Commissioning Directorate, and was based on best practice from policies in other localities across the country. Although based on examples from elsewhere, the Policy was inclusive of Tameside and Glossop specific plans and priorities, and was designed to align with the delivery of the Locality Plan and the Care Together programme. The Policy provided a framework to guide Single Commission decision making with regard to significant service changes proposed by the Single Commission in order to deliver its priorities within the financial resources available to it.

In terms of financial implications, whilst there was no direct value for money implications in the report, the adoption of the Policy could have significant implications in the future. However, it was important that an economy wide view was taken including the effect of stranded costs and future consequences, e.g. if stopping medium cost treatment today was likely to result in the need for high cost treatment in several years' time.

The Policy sought to clarify the circumstances in which services might be decommissioned or disinvested from and described the approach and processes that would be adopted to ensure decisions were fully informed and implemented effectively, following a safe, fair and transparent process. Decommissioning and disinvestment impacted on patients and therefore required a formal process providing an evidence trail and clear governance supporting any decisions. Full

Equality Impact Assessments would be carried out for any proposal developed and taken through the processes outlined in the Policy and would be kept under regular review to ensure it remained fit for purpose.

In addition, the Board discussed and agreed that full Health Impact Assessments would also be undertaken to determine the potential effects of a proposal on the health of the population or impact on other service areas.

There was a need to ensure that when approval had been given by the Single Commissioning Board to decommission or disinvest from a service, a clearly defined process was followed, with clear lines of accountability and responsibility. A process flowchart was highlighted making reference to presentation of proposals to committees and ultimately to the Single Commissioning Board.

RESOLVED

- (i) That the Disinvestment and Decommissioning Policy for use in supporting disinvestment and decommissioning proposals be approved.**
- (ii) That in addition to Equality Impact Assessments being undertaken, Health Impact Assessments to determine the potential effects of a proposal on the health of the population or impact on other services should be undertaken.**
- (iii) That an economy wide view is taken of any proposal put forward for disinvestment / decommissioning.**

33. INTEGRATED CHILDREN'S NEIGHBOURHOOD PILOT

The Director of Commissioning presented a report seeking approval for the development and implementation of a pilot Integrated Neighbourhood Children's Team aimed at delivering improved outcomes and efficiencies for children and young people and those who cared for them. The Integrated Neighbourhood Children's Team pilot would facilitate provision of, and access to, bespoke person centred holistic solutions, working to the following principles of place based care:

- Integrated local services ensuring collaborative responses to local need;
- Services that build on assets of the community and intervene early in an emerging problem;
- One team, knowing their area and each other;
- Person centred approach within the context of family and community; and
- Services delivered within the community, close to home from a flexible asset base.

The model for Children's Integrated Neighbourhoods had been developed over a number of months, building on the existing 'Neighbourhood Approach' proposals, taking into account the local progress made through the Care Together Programme. In addition, the growing evidence base being delivered by the Stockport Family Approach was highlighted as detailed in Appendix A to the report. Through consultation with stakeholders and engagement with the Ashton neighbourhood and using the principles detailed above and key objectives, a model had been developed which included a 'core offer' and local priorities which were specific to meet the needs of the neighbourhood. If the pilot was successful it was anticipated that in rolling out wider, the five Integrated Neighbourhoods would look different and would eventually be staffed according to the local needs and demands though they would share the same objectives, goals and outcomes.

The level of intervention delivered by the Integrated Neighbourhood Children's Team would be determined by the needs of the individual and the population. Needs would be met by a range of people with the appropriate skills from community health, education and social care providers, the 3rd sector, General Practice and incrementally expand to the wider public sector teams (e.g. fire service, police service, council provided support).

The proposal was that the transformation funding requested from Greater Manchester would be used to support any developments in the core offer which required additional funding. Details of

existing staff and teams had been produced at a neighbourhood level to facilitate the development and redesign of the Integrated Neighbourhood Children's Team model and these were outlined in the report. Through the implementation phase, a detailed process and pathway would be developed to ensure the access to support from the Integrated Neighbourhood Children's Team was clear to all and would need to align with the reformed Children's Hub and existing neighbourhood infrastructure.

To achieve effective integrated care, fundamental systemic and institutional redesign of the organisations and resourcing of services and the children's workforce was required. The Integrated Neighbourhood Children's Team pilot provided a vehicle in which to evolve the system and deliver better outcomes for children, young people and those who cared for them.

The Board was advised that meetings had taken place at director level within the Tameside and Glossop Integrated Care Foundation Trust to ensure understanding of the proposal.

The Single Commissioning Board expressed their support for the pilot noting that the successful development and mobilisation of an Integrated Children's model would require ownership with executives, clinical and service leaders and a collaborative mind set and further development of the model was required in moving to implementation.

RESOLVED

- (i) That the strategy of an integrated neighbourhood children's model be agreed.**
- (ii) The commitment of staff time to move to further development and phased implementation from Tameside and Glossop Integrated Care Foundation Trust, Primary Care Foundation Trust, Tameside MBC Children's Services (social care and education) and Single Commission Framework.**
- (iii) That existing resources be aligned to developing and implementing the pilot including those already deployed around the existing Care Together Integrated Neighbourhood Teams agenda and social prescribing.**
- (iv) To ensure executive / director ownership, oversight and drive of the agenda / pilot.**

34. PROPOSED INTEGRATED MENTAL HEALTH COMMISSIONING STRATEGY 2017/19

Consideration was given to a report of the Director of Commissioning and accompanying presentation proposing an integrated commissioning strategy to meet national and Greater Manchester expectations regarding mental health by aligning four additional mental health funding streams with existing mental health investment, to transform mental health provision in Tameside and Glossop. The funding streams were:

- Care Together Transformation Investment for Mental Health;
- Clinical Commissioning Group Mental Health Standard investment;
- Adult Social Care Transformation funding; and
- Greater Manchester Mental Health Transformation funding.

The proposal was supported at Locality Executive Group on 21 June 2017 and the focus for the Care Together Funding agreed at the Integrated Care Foundation Trust Joint Management Team on 15 June 2017.

The Five Year Forward View for Mental Health was outlined including the key themes in the strategy and recommendations for the NHS and system partners. This was the basis for the Greater Manchester Mental Health Strategy which proposed a whole system approach that included involvement from the independent and third sector, to improve the mental health and wellbeing of individuals and their families, supported by resilient communities, inclusive employers and services that maximised independence and choice. It aimed to build on existing best practice to lift patients' experience of care and support through the development and application of national and Greater Manchester standards relating to access and care delivery. The Greater Manchester

investment strategy priorities and Greater Manchester wide co-ordinated mental health programmes were detailed.

In terms of next steps, there was a commitment to continue to share plans with Greater Manchester Strategy leads to support decision and continue to work with Pennine Care Foundation Trust and footprint commissioners to agree investment in core services and development of sustainable models for people with serious mental illness. A team of commissioners from the Integrated Care Foundation Trust and the Single Commission would engage all partners to develop models further and associated integrated business cases in line with the following developments:

- Post diagnostic dementia support in the community by the end of July 2017;
- Mental health within the Neighbourhoods by end of August 2017; and
- Mental health crisis care by end of October 2017.

In welcoming the report, the Single Commissioning Board was pleased to note that there was new investment within mental health and recognised that this integrated commissioning proposal would ensure that this would build on and transform existing services.

RESOLVED

- (i) **That the Integrated Mental Health Commissioning Strategy 2017/19 be approved and the opportunities it provide to improve mental health outcomes through this approach be recognised.**
- (ii) **That there was a need for commitment across the whole system to develop sound business cases in line with this Commissioning Strategy for approval as soon as possible.**

35. ENGAGEMENT OF CONSULTANTS TO UNDERTAKE COST BENEFIT ANALYSIS OF ADULT SOCIAL CARE TRANSFORMATION PROPOSALS

Consideration was given to a report of the Assistant Director (Adults), which explained that the Chancellor of the Exchequer presented his Spring Budget on March 2017 and included an additional £2bn of funding for Adult Social Care to be made available to local authorities over the period 2017-18 to 2019-20. For Tameside this equated to a total of £10.296m through to 2019-20. Subsequently, the Single Commissioning Board had received a report at its meeting on 25 May 2017 seeking agreement for proposals for how Adult Services should invest this additional funding and the Board had been advised on a series of projects in relation to priority areas of backlog, unmet need, business as usual and transformation that this funding could be used to address.

These plans were currently undergoing a locality wide governance process applying programme management techniques to gain a better understanding of the proposals, any risk, costs and performance monitoring and were at present at varying degrees of development. Simultaneously, there was a parallel process to consider the transfer of Adult Social Care into the Integrated Care Foundation Trust, planned for delivery in April 2018. This process was also considering the transfer of services, functions and staff from the Single Commissioning Function into the Integrated Care Foundation Trust, utilising phased implementation.

To consider if this was viable and sustainable, NHS Improvement would undertake a detailed risk assessment of the proposed transfer to the Integrated Care Foundation Trust. Detailed financial and legal due diligence and a comprehensive business case process were significant aspects of the process currently being worked up across the locality.

The financial impact and risk across the system of such a significant transaction would require detailed modelling of locality costs and benefits. There was agreement that a thorough cost benefit analysis of the Adult Social Care Transformation Programme be undertaken to ascertain the programme's contribution to ensuring outcomes were met.

The difficulty of conducting the cost benefit analysis in-house was outlined in the report and therefore the Council was looking to engage consultants to undertake the cost benefit analysis of Adult Social Care Transformation proposals on a two month contract. On this occasion, three organisations were approached directly who had the requisite track record and expertise to undertake the cost benefit analysis and who already had Tameside data to baseline and analyse, two of which had been fully engaged supporting Greater Manchester on the detailed review and modelling of Adult Social Care.

The service sought to let the contact by seeking quotations. However, due to the nature of the services and the timescales in which they were to be delivered only one of these organisations, an improvement support agency and independent charity working with adults, families and children's care across the UK, had provided a detailed, fully costed proposal. The quotation detailed in Appendix 1 to the report had been determined to meet the stated requirements and therefore permission was being sought to engage the Social Care Institute of Excellence to undertake this work without undertaking a formal procurement exercise.

RESOLVED

That approval be given to accept the quotation of the Social Care Institute for Excellence, despite fewer than three quotations from suitably experienced firms being received, for the reasons explained in the report.

36. URGENT ITEMS

The Chair reported that there were no urgent items had been received for consideration at this meeting.

37. DATE OF NEXT MEETING

It was noted that the next meeting of the Single Commissioning Board would take place on Tuesday 22 August 2017 commencing at 3.00 pm at Dukinfield Town Hall.

38. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED

That under Section 100A of the Local Government Act 1972 (as amended) the public be excluded for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A to the Local Government Act 1972. Information relating to the financial or business affairs of the parties (including the Council) had been provided in commercial confidence and its release into the public domain could result in adverse implications for the parties involved and this outweighed the public interest in disclosure.

39. ANY QUALIFIED PROVIDER (AQP) TO DELIVER ADULT HEARING, DIAGNOSTIC IMAGING (NON OBSTETRIC ULTRASOUND) AND MAGNETIC RESONANCE IMAGING (MRI) (HEAD AND NECK ONLY)

Consideration was given to a report, which included three procurement outcome reports compiled on behalf of the Greater Manchester Procurement Evaluation Panels for the Any Qualified Provider (AQP) contracts for the provision of Adult Hearing and Diagnostic Imaging (Non Obstetric Ultrasound) and Magnetic Resonance Imaging (head and neck only) following the completion of the evaluation of applications received in response through Contracts Finder and OJEU published on 31 March 2017.

RESOLVED

That the recommendations of the evaluation process be accepted and the approved applicants be invited to enter into a contract with the Clinical Commissioning Groups, subject to the usual pre-contractual due diligence and the evidencing of associated assurances.

CHAIR

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ENFORCEMENT CO-ORDINATION PANEL

Wednesday, 26 July 2017

Commenced: 1.00 pm

Terminated: 2.00 pm

Present: Councillors S Quinn (Chair), D Lane and Taylor

In Attendance:

Alan Jackson	Head of Environmental Services - Highways and Transport
Aileen Johnson	Head of Legal Services
Paul Moore	Head of Planning
Garry Parker	Head of Environmental Services - Waste Management
Sharon Smith	Head of Environmental Services - Public Protection)
Shamshed Ali	Environmental Services Manager
Kevin Garside	Integrated Neighbourhood Services Manager, North Tameside
John Gregory	Licensing Manager - Environmental Services
Mike Pavasovic	Marketing and Communications Officer

Apologies for Absence: Councillors Bowerman, Middleton, Robinson and Sweeton

1. DECLARATIONS OF INTEREST

There were no declarations of interest.

2. MINUTES

The minutes of the previous meeting of the Enforcement Co-ordination Panel held on 29 March 2017 were approved as a correct record.

3. ENFORCEMENT ACTIVITY

a) Planning and Building Control

The Director of Place submitted a report, which provided an update on planning enforcement activity for the period April to June 2017.

The Head of Planning reported that during the first quarter there had been 54 complaints received alleging a breach of planning and building control, of which 40 were found to be proven breaches. This represented a level of breach of planning control of 74.1% meaning that almost three quarters of the complaints received required further investigation and possibly further action. The level of breaches had increased from the fourth quarter of the year, which was at 69% and the number of complaints received had increased by 12.

During the reporting period, five formal notices were issued. The notices were all Planning Contravention Notices relating to: two residential properties in Ashton-under-Lyne and Droylsden; two business premises in Stalybridge and Ashton-under-Lyne and a site in Hyde.

Reference was also made to **Appendix 1** containing details of the current enforcement activity and where formal notice had been served and cases recently concluded.

RESOLVED

That the content of the report be noted.

b) Environmental Services

The Assistant Director of Environmental Services, submitted a report summarising the key enforcement activities undertaken by the Environmental Enforcement team during the period 1 April to 30 June 2017.

The Head of Environmental Services (Public Protection) notified Members that three Hygiene Improvement Notices had been served with voluntary closures of two eating establishments and a low level food hygiene inspection on a takeaway establishment in Stalybridge. One of the premises remained closed and Business Compliance Officers continued to monitor the other premises via routine planned inspections.

It was reported that a joint health and safety and fire visit had been undertaken at a storage warehouse in Ashton following numerous complaints. The company had relocated to a site in Manchester and had left the site in a clean and suitable condition. The Business Compliance Section had also worked in conjunction with Greater Manchester Police with regards to a doorstep crime incident in the Droylsden area. The trader did not give any paperwork relating to the work they carried out or provide cancellation rights. If any offences were found to have been committed under the Consumer Protection Regulations the case would be referred to Legal Services for consideration / advice.

Panel Members were informed that Business Compliance Officers had been alerted to the dangers and concerns over the safety of fidget spinners with large numbers being imported from China following a significant rise in their popularity. They had also received notification from Public Health England of a case of E-Coli in Tameside, a case of Shigella and a case of legionnaire's disease.

The Panel were provided with an update on the National Air Quality Action Plan, which had recently been published. The main mandate for Local Authorities was to implement Clean Air Zones. The plan contained a list of 38 authorities with one or more roads forecast to exceed nitrogen dioxide levels. Seven Greater Manchester Local Authorities were on the list including Tameside for Park Parade, Ashton. A joint Greater Manchester response had been prepared, which would be submitted to the government once approved.

A Greater Manchester Clean Air Day was held on 15 June 2017 with a range of events across the Borough requesting people to make a pledge to help improve air quality. There was a large social media campaign and all Tameside Primary schools were contacted to take part in the event.

Members were informed that a considerable amount of enforcement activity relating to licensing activities had taken place during the quarter. Three joint operations had been undertaken in conjunction with Greater Manchester Police during March 2017 and 46 licensed premises were visited. Officers had taken part in a taxi operation at Manchester Airport led by Manchester City Council and Greater Manchester Police: 8 notices were issued to Tameside licensed drivers and a notification of Works Notice was issued. A taxi spot check was carried out in May, which resulted in 8 vehicles being sent to a garage for further compliance checks, 6 vehicles failed the test and 1 had their plates removed.

The Speakers Panel (Liquor Licensing) had considered numerous applications including two expedited reviews. The Speakers Panel (Licensing) had considered two applications from potential taxi drivers who were found to have cheated during the topographical test, a new driver application and a review of a licence. The Panel had also considered an application for the renewal of an Animal Boarding licence.

With regards to doorstep crime, Members requested that a contact number be included on the

Tameside Council website for residents to report any such incidents.

RESOLVED

That the content of the report be noted.

c) Engineering Services

The Assistant Director of Environmental Services submitted a report, which provided information on enforcement activities relating to abandoned vehicles, skips, scaffolding, pay and display car parks, on-street parking, bus lane enforcement, utility works and banners.

In respect of abandoned vehicles, it was reported that 208 abandoned vehicles had been reported during the first quarter of 2017.

Members were informed that 102 scaffolding permits had been issued during the quarter with 19 reports of scaffolding with no permits and 302 skip permits had been issued with 26 reports of skips with no permits. The significant rise in the number of scaffolding and skip permits issued compared to the previous quarter was attributed to a review of processes and increased enforcement action around illegal scaffolding and skips.

Statistical information was given with regard to Penalty Charge Notices issued in Pay and Display Car Parks and On-Street Car Parking, both of which had remained constant in all areas. Members were informed that the number of vehicles driving in bus lanes continued to decrease.

With regard to new roads and street works activities, it was reported that the number of utility openings had increased but there were fewer defects and overstays. There had been an increase in the number of banner permits issued and a decrease in the number of illegal banners.

In respect of abandoned vehicles Members suggested that publicity be increased with regards to the accessibility of the government website for the public to check the status of vehicles.

RESOLVED

That the content of the report be noted.

d) Neighbourhood Services

The Assistant Director of Environmental Services submitted a report, which provided an overview of the activities of Neighbourhood Services throughout the period April to June 2017.

It was reported that CCTV was a powerful tool to combat incidents of crime and disorder in addition to monitoring road safety and improving community confidence. The CCTV network across Tameside utilised 100 cameras located in key town centre locations and known hot spots for crime and anti-social behaviour. During the period 1 January to 31 December 2016 the system recorded 1,895 incidents; the report set out the type and number of incidents at **Appendix 2** with the highest categories being incidents of violence, anti-social behaviour and driving offences. Members were notified that the CCTV function had been moved into the Place directorate, enabling the system to be used more widely and effectively.

Members were provided with an update on dog fouling. Dog fouling remained one of the top concerns for Tameside residents, which was reflected by the number of complaints received by the Council. In March 2010 the Council introduced a Dog Control Order, which made it a criminal offence for dog owners to not remove waste deposited by a dog on any open land in Tameside. For a successful prosecution the dog fouling had to be witnessed by an officer with the offender walking away. In addition to enforcement action the Council also adopted several other methods to reduce the problem, such as:-

- Education and awareness campaigns in all primary schools across the Borough.
- Letters delivered to properties in the vicinity of hot spot locations and in neighbourhoods where incidents were reported.
- Information campaigns in the local press and on the radio.
- Officers engaging with dog walkers to raise awareness of the issue of dog fouling.

It was scheduled for officers to carry out a series of events over the coming months to further reduce public concern around dog fouling. This would include a week of action where officers would attend all known hot spot areas to give advice and engage with the public. This would be followed by a day of action to address other concerns related to dogs such as stray dogs and dangerous dogs.

Members were provided with details of an incident of anti-social behaviour involving dog fouling whereby the Council issued a fixed penalty notice for the offence and the perpetrator was prosecuted under the Tameside Metropolitan Borough Council (Fouling of Land by Dogs) (General) Order 2010 under the Dog Control Orders (Prescribed Offences and Penalties) Regulations 2006.

Members were informed that the number of recorded hate crimes and incidents had risen in Tameside. A table showing the number of recorded incidents and a location map was included in the report at **Appendix 3**. Tameside Hate Incident Partnership had responded to this increase in the number of incidents by visiting places of worship to offer reassurance and advice; met with community leaders; gave presentations to community groups; delivered leaflets to registered social landlords and other partners; carried out engagement activities in supermarkets and town centres and undertaken project work with young people.

RESOLVED

That the content of the report be noted.

e) Waste Services

The Assistant Director of Environmental Services submitted a report, which provided an update on the implementation of the Council's new Waste Policy and Enforcement Strategy.

It was reported that the Bin App was now live and had 10,000 users that had accumulated 6 million interactions since it was launched. The App was now in the process of being linked to the refuse collection vehicles. A second App was being developed separately from the Waste App, which would allow the subjects of high level contact, i.e. fly tipping, littering and dog fouling etc., from service users, to be reported using the app on a smart phone. The Digital by Design team were looking at delivering the 'Tell Tameside' App by the end of July 2017.

Members were informed that, whilst reviewing the complaints system and before the App was fully functional, an interim system had been introduced, in which complaints arrived as an email to the service, which was then managed by the service. Details were given of the general downward trend of complaints passing through the service since November 2016. Based on 1 million collections per month, the percentage of complaints to service contact was extremely low.

In respect of complaints, it was reported that currently all complaints were either allocated to one of the Enforcement Officers or were sent directly to the Operations team for direct clearance. This depended upon the circumstances and whether there was any evidence or not.

During the period March – May 2017, 160 Fixed Penalty Notices had been issued for littering offences, of these a total of 41 had been sent to Legal Services as a result of non-payment of the fine. Since October 2016, 114 Fixed Penalty Notices had been paid which had brought in an income totalling £9,120 with a further 28 currently going through the payment process.

Members were informed that the Enforcement team were forming closer links with street cleansing staff within the Operations Service. The van visually advertised the fact that it was looking for offenders of fly-tipping and that enforcement action would be taken. Each day a Waste Enforcement officer would collate any evidence from the waste and a member of the operations team removed the fly-tipped waste whilst on site. The new team had visited over 900 fly-tipping complaints since October 2016.

It was reported that there were currently 31 hotspot areas within the Borough and the CCTV cameras would be located at each site and rotated through over the next 12 months. Environmental Services were also exploring alternative ways to tackle fly-tipping. Portable CCTV cameras had been purchased and were located in different sites every 3 weeks. It was reported that unfortunately two of the cameras had been stolen but a new set of five cameras was being used around Tameside, which it was hoped would deliver good results over the coming weeks.

Members were informed that a Day of Action had been held on 11 May 2017 in Ashton town centre where four separate zones were targeted, the areas contained issues with trade waste, illegal fly tipping and contamination of recyclable material. Staff worked in conjunction with a community payback team and local businesses during the day and dealt with long standing hot spots. Days of Action would continue to take place throughout the year including clean up days.

In addition to the Day of Action street cleansing teams removed approximately three tonnes of mixed waste from Ashton town centre, offensive graffiti was removed from six sites, enforcement officers investigated several bags of waste deposited on side streets that resulted in the issuing of five fixed penalty notices, 15 contaminated bins were removed and over 30 independent businesses were visited.

With regard to bin collections, Members were informed that from 20 March 2017, a new set of collection rounds began. Currently, recycling rates were around 56% of the waste collected. By increasing the Blue Bin collections to 2 weekly, it was hoped that recycling rates would achieve 60%, making Tameside one of the top recyclers in Greater Manchester. To date, there had been a 4.44% increase in paper and cardboard recycling compared to 2015/16 data.

RESOLVED

That the content of the report be noted.

4. SERVICE REVIEW - CREATION OF A SINGLE REGULATORY SERVICE

The Head of Environmental Services (Public Protection) notified Members of the creation a Single Regulatory Service, which would bring together a number of regulatory functions currently dealt with by a variety of different areas across the Authority. Having these functions dealt with by a single service would ensure that regulatory functions were carried out more effectively.

Members were informed that the majority of the Council's Regulatory functions were currently managed by the Head of Environmental Services (Public Protection). The review sought to bring the remaining regulatory functions currently delivered elsewhere in the Council into one service area - specifically Planning Enforcement, Waste Enforcement and Highways and Car Parking Enforcement. It was noted that Neighbourhoods and Building Control would be considered in the second phase of the service review.

The current and proposed models were outlined to the Panel. The proposed structure had been considered by the Employee Consultation Group and staff consultation was currently being carried out with a view to rolling out the new structure in October 2017.

RESOLVED

That the information provided be noted.

5. NEW POWERS UNDER THE ANTI-SOCIAL BEHAVIOUR CRIME AND POLICING ACT 2014

The Assistant Director of Stronger Communities submitted a report providing an update on the Anti-Social Behaviour Crime and Policing Act 2014, which sought support for new powers contained under the Act to be adopted within the Council's Constitution under the Terms of Reference and Scheme of Delegation.

It was reported that tackling anti-social behaviour was a key priority for the Council and its partners and a number of approaches were already in place to tackle the issue - the Council had established an Anti-Social Behaviour Risk Assessment Conference in 2010; had worked with partners to establish a Restorative Justice in Tameside process through Neighbourhood Resolution Panels in 2012; Neighbourhood Services transferred into two Integrated Neighbourhood Service Hubs in Ashton and Hyde Police Stations in 2016 and officers met on a daily basis to discuss with the Police a number of issues including anti-social behaviour.

Members were informed that the Anti-Social Behaviour Crime and Policing Act 2014 brought together a number of changes to the tools and powers available to various organisations, agencies and practitioners who tackle anti-social behaviour. The reforms contained within the Act replaced 19 existing powers with six new ones designed to provide better protection for victims and communities to ensure that professionals had effective powers that were quick, practical and easy to use. They could provide effective respite for victims and communities and also stop future anti-social behaviour by the offender.

A summary of the six new powers, as outlined below, was provided.

1. Power to Grant Injunctions
2. Criminal Behaviour Order
3. Community Protection Notice
4. Public Spaces Protection Order
5. Closure Notice
6. Police Dispersal Power

Members were notified that in addition to the powers contained within the Act a Community Remedy had been developed in consultation with the public, which aimed to give victims a say in the out of court punishment for offenders of low level crime and anti-social behaviour. The Community Remedy would provide an overarching commitment to a consistent approach to tackling anti-social behaviour whilst also supporting options available through Restorative Justice.

RESOLVED

That Council be RECOMMENDED to adopt the powers and duties under the Anti-Social Behaviour Crime and Policing Act 2014 and to agree that the following delegations be added to Part 3 (a) of the Council's Constitution under Terms of Reference and Scheme of Delegation F. Director of Place:-

That the Director of Place and any officer authorised by him/her to exercise the Council's powers and duties under the Anti-Social Behaviour Crime and Policing Act 2014; and

That the Director of Place (b) may authorise Council enforcement officers or agreed representatives (who may be from any service area) to carry out enforcement powers in accordance with the Anti-Social Behaviour, Crime and Policing Act 2014.

6. DATES OF FUTURE MEETINGS

RESOLVED

That the dates of future meetings of the Enforcement Co-ordination Panel be held as follows, commencing at 10.30am:-

25 October 2017
24 January 2018
28 March 2018

7. URGENT ITEMS

There were no urgent items.

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CARBON AND WASTE REDUCTION PANEL

Thursday, 29 June 2017

Commenced: 10.00 am

Terminated: 11.20 am

Present: Councillors Kinsey (Chair), Cooper, Feeley and Pearce

In Attendance:

Alison Lloyd-Walsh	Head of Environmental Development
Garry Parker	Head of Environmental Services (Waste Management)
Sharon Smith	Head of Environmental Services (Public Protection)
Danielle Bamford	Project Support Officer
Michael Hughes	Sustainable Travel Officer
Christina Morton	Environmental Development Officer

Apologies for Absence: Councillors B Holland, Patrick, Peet and Taylor

1. DECLARATIONS OF INTEREST

There were no declarations of interest.

2. MINUTES

The Minutes of the proceedings of the Carbon and Waste Reduction Panel held on 16 March 2017 were agreed and signed by the Chair as a correct record.

3. LOCAL ENERGY ADVICE PROGRAMME

The Environmental Development Officer gave a presentation on the Local Energy Advice Programme.

The Panel were advised that the Local Energy Advice Programme was a scheme that helped fuel poor and vulnerable households by providing help, advice and support around energy efficiency in the home. The Council and other partners could refer vulnerable residents into the scheme as well as self-referral by individuals. A Home Energy Advisor undertook a home visit to carry out a thorough assessment of the home, which included:-

- Installing a range of energy saving measures such as radiator panels, LED light bulbs and draught proofing.
- Providing energy efficient advice and training on the use of heating controllers.
- Organising the installation of a new heating controller (if necessary).
- Identifying larger energy efficiency measures.
- Looking at the potential for savings from switching energy supplier.

The Advisor could refer the individual for financial assistance, if required, to undertake a comprehensive review of the household's finances and circumstances to see if extra income could be accessed, identify any bill reductions and provide debt advice. The Advisor could also refer to any applicable local schemes that would benefit the resident.

The eligibility criteria were outlined and the Panel was shown a flow diagram demonstrating the referral process.

Tameside Council had been chosen as the pilot area across Greater Manchester for the scheme. Since the commencement of the scheme on 4 April 2017, 106 referrals had been made with 31 applications completed by 21 June 2017. The savings for residents amounted to over £54,000 in total.

A variety of engagement had taken place including a training session, a press release, working with New Charter and the Fire Service, a referrer event at Hyde Town Hall, an information stand at Ashton Market Hall and leaflet drops. Councillors offered their assistance by notifying residents of the scheme and helping with future leaflet distributions.

RESOLVED:

That the content of the presentation be noted.

4. GREEN TRAVEL

The Sustainable Travel Officer updated the Panel on Green Travel within the Borough.

He explained that Designated Funds Schemes were available through Highways England to improve cycling infrastructure on the strategic road network across England in order to provide safe, direct and attractive routes linking cycle networks to the road network. The funding would address barriers to cycling and help to support other Council initiatives towards cycling in Tameside.

The benefits of the scheme were outlined and included a reduction in pollution and congestion, improved health for residents, a reduction in healthcare costs and various economic benefits for the Borough.

The Council secured funding in March 2017 and since that date six schemes had been submitted with four selected for further investigation and design:-

1. Hyde town centre to Newton station
2. Mottram Rise links and Harrop Edge Road
3. Hattersley roundabout to Mottram
4. Mottram to Hollingworth link

A map detailing the full planned route was distributed and explained to the Panel. If the four schemes were achieved as planned over 12.5km of cycle infrastructure would be created in the Borough providing a safe route running parallel to the M67 and Mottram Moor with three crossing points. The routes would be useful to commuter cyclists as well as for leisure purposes and spurs from the main route would provide potential for future schemes to link to the cycling network.

RESOLVED:

That the information provided be noted.

5. CLEAN AIR

The Head of Environmental Services gave an update on Local Air Quality Management.

It was reported that a National Air Quality Plan had been published, which was currently out for consultation until 31 July 2017. A joint Greater Manchester response was currently being prepared. The main mandate for Local Authorities was to implement Clean Air Zones. The plan contained a list of 38 authorities with one or more roads forecast to exceed nitrogen dioxide levels. Seven Greater Manchester Local Authorities were on the list including Tameside for Park Parade, Ashton.

A Greater Manchester Clean Air Day was held on 15 June 2017 with a range of events across the conurbation requesting people to make a pledge to help improve air quality. There was a large

social media campaign and all Tameside Primary schools were contacted to take part in the event. Gorse Hall Primary School produced a video on clean air and held a special assembly, which was attended by Councillor Gwynne and Ian Saxon.

The Panel was informed that the Greater Manchester Air Quality Action Plan included a review of all policies, plans and strategies related to air quality. It identified three key performance indicators as follows:-

1. Reduce Traffic
2. Increase Efficiency
3. Improve Fleet

A number of broad areas had also been identified including development management and planning regulation, freight and heavy goods vehicles, buses, cycling and cars.

In order to drive the plan a steering group had been created at senior management level comprising of representatives from planning, transport/highways, environmental health and public health with input from climate change and carbon reduction programmes, sustainability strategies, low emission strategies, procurement policies and education.

In response to Members questions it was confirmed that the plan would link in to planning and associated issues would be closely examined including the impact of traffic around the Borough. A discussion ensued around electric cars and it was agreed that a report would be brought to a future meeting of the Panel.

RESOLVED:

- (i) **That the information provided be noted; and**
- (ii) **That a report on electric cars be brought to a future meeting of the Panel.**

6. WASTE SERVICES UPDATE

The Waste Services Manager provided an update on waste services.

The Panel were informed that the levels of recycling in Tameside continued to rise and the frequency of collections had increased over the past five years. The service had adopted a three pronged approach; restricting access to landfill, education and enforcement.

Tameside had the third highest recycling rate in the North West and were expecting to have the second highest rate during 2017/18 with a target recycling rate of 60%. There had been a 21.67% reduction in residual waste; there had been a 43% increase in glass and plastic recycling; there had been a 27.8% increase in paper and cardboard recycling and a 9.2% increase in garden and food recycling. The recycling rate overall was above the baseline.



There had been a significant increase in FPNs with 450 FPNs issued throughout 2016 to date compared to 200 in 2015 and 160 in 2014. The number of complaints the service received had reduced and there was an increased use of the 'Waste App' with the second stage of the App imminent. The service had invested in the fleet and there were 22 new bin wagons across the Borough.

RESOLVED:

That the information provided be noted.

CHAIR

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Report To:	EXECUTIVE CABINET
Date:	30 August 2017
Executive Member/ Reporting Officer:	Councillor Kieran Quinn, Executive Leader Steven Pleasant, Chief Executive
Subject:	AGMA EXECUTIVE BOARD MEETINGS / GREATER MANCHESTER COMBINED AUTHORITY
Report Summary:	<p>To inform Members of the issues considered at the January and February meetings of the AGMA Executive Board and Greater Manchester Combined Authority meeting. Under the AGMA Constitution there are provisions to ensure that AGMA Executive deliberations and decisions are reported to the ten Greater Manchester Councils. In order to meet this requirement the minutes of AGMA Executive Board/Greater Manchester Combined Authority meetings are reported to Executive Cabinet on a regular basis. The minutes of the following meetings of the AGMA Executive Board and the Greater Manchester Combined Authority are appended for Members information:</p> <ul style="list-style-type: none">a) GM Combined Authority: 30 June 2017 and 28 Julyb) Annual Meeting of GM Combined Authority: 30 June 2017
Recommendations:	That Members note and comment on the appended minutes.
Links to Community Strategy:	The Constitution and democratic framework provides an effective framework for implementing the Community Strategy.
Policy Implications:	In line with council policies.
Financial Implications: (Authorised by the Section 151 Officer)	There are no budgetary implications other than any specific references made in the AGMA Executive Board/Greater Manchester Combined Authority minutes.
Legal Implications: (Authorised by the Borough Solicitor)	Consideration of the AGMA Executive Board/Greater Manchester Combined Authority minutes helps meet the requirements of the AGMA Constitution and helps to keep Members informed on sub-regional issues and enables effective scrutiny.
Risk Management:	There are no specific risks associated with consideration of the minutes.
Access to Information:	<p>The background papers relating to this report can be inspected by contacting Robert Landon, Head of Democratic Services by:</p> <p> phone: 0161 342 2146</p> <p> e-mail: robert.landon@tameside.gov.uk</p>

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**MINUTES OF THE ORDINARY MEETING OF THE GREATER MANCHESTER
COMBINED AUTHORITY, HELD ON FRIDAY 30 JUNE 2017 AT
ONE RIVERSIDE, ROCHDALE**

GM MAYOR	Andy Burnham (in the Chair)
DEPUTY MAYOR - Police and Crime	Baroness Beverley Hughes
BOLTON COUNCIL	Councillor Cliff Morris
BURY COUNCIL	Councillor Rishi Shori, Deputy Mayor
MANCHESTER CC	Councillor Richard Leese, Deputy Mayor
OLDHAM COUNCIL	Councillor Jean Stretton
ROCHDALE MBC	Councillor Allen Brett
SALFORD CC	City Mayor Paul Dennett
STOCKPORT MBC	Councillor Wendy Wild
TAMESIDE MBC	Councillor John Taylor
TRAFFORD COUNCIL	Councillor Sean Anstee
WIGAN COUNCIL	Councillor Peter Smith

OTHER MEMBERS IN ATTENDANCE

Fire Committee, Chair	Councillor David Acton
GMWDA, Chair	Councillor Nigel Murphy
TfGMC, Chair	Councillor Andrew Fender

OFFICERS IN ATTENDANCE

Eamonn Boylan	GMCA
Sue Johnson	Bolton Council
Pat Jones-Greenhalgh	Bury Council
Geoff Little	Manchester CC
Carolyn Wilkins	Oldham Council
Steve Rumbelow	Rochdale MBC
Ben Dolan	Salford CC
Laureen Donnan	Stockport MBC
Steven Pleasant	Tameside MBC

Theresa Grant
Alison McKezie Folan
Peter O'Reilly
Jon Lamonte
Jon Rouse
Mark Hughes
Liz Treacy
Richard Paver
Andrew Lightfoot
Julie Connor
Paul Harris
Sylvia Welsh

Trafford Council
Wigan Council
GM Fire & Rescue Service
Transport for Greater Manchester
Health and Social Care Partnership
Manchester Growth Company
GMCA Monitoring Officer
GMCA Treasurer
GMCA Deputy Head of the Paid Service
GMCA Head of Governance and Scrutiny
GMCA Governance and Scrutiny
GMCA Governance and Scrutiny

102/17 CHAIR'S ANNOUNCEMENTS AND URGENT BUSINESS

There were no items of urgent business reported.

103/17 DECLARATIONS OF INTEREST

There were no declarations of interest made by any Member in relation to any item on the agenda.

104/17 MINUTES OF GMCA MEETING HELD ON 28 APRIL 2017

The Minutes of the meeting GMCA meeting held on 28 April 2017 were submitted.

RESOLVED/-

That the minutes of the GMCA meeting, held on 28 April 2017 be approved as a correct record.

105/17 FORWARD PLAN OF STRATEGIC DECISIONS

Julie Connor, Head of the Governance & Scrutiny, introduced a report which set out a Forward Plan of Strategic Decisions for the Authority.

RESOLVED

That the Forward Plan of Strategic Decisions for the GMCA, be noted.

106/17 TRANSPORT FOR GREATER MANCHESTER COMMITTEE MINUTES – 16 JUNE 2017

The Minutes of the Transport for Greater Manchester Committee (TfGMC), held on 16 June 2017 were submitted. Members noted that they were to consider the Transport

Policies for 2017/18 as recommended by TfGMC, as per the extract for the relevant TfGMC minute and appended report:-

"TfGMC17/17 ***2017-2018 Transport Policy Priorities***

"A report was presented which highlighted the policy priorities that the Committee will recommend to the Greater Manchester Combined Authority to adopt for the forthcoming year.

It was noted that the Policy Priorities, as set out in section 3 to the report, would concentrate on the following activities for 2017-18:

- *Transport Strategy 2040*
- *Bus reform*
- *Air quality*
- *Active Travel (cycling and walking)*
- *Rail Station transfer*
- *Capital Programme*

Resolved/-

1. *That the Transport Policy Priorities for 2017-18, as set out in section 3 to the report, be noted.*
2. *That it be agreed that the Transport Policy Priorities 2017-18, be submitted for approval to GMCA on 30 June 2017. "*

RESOLVED/-

1. To note the minutes of the TfGMC meeting held on 16 June 2017.
2. To endorse and adopt the Transport Policy Priorities for 2017/2018 as recommended by TfGMC.

106/18 GREATER MANCHESTER LOCAL ENTERPRISE PARTNERSHIP MEMBERSHIP REVIEW

Councillor Richard Leese, Portfolio Lead for Business & Economy, introduced a report which reminded Members that the Greater Manchester Local Enterprise Partnership (GM LEP) terms of reference require that the LEP's private sector membership is reviewed every two years. Members noted that this bi-annual review ensures that the board was still meeting its strategic remit and continues to be fit for purpose going forward.

Members also noted that the current GM LEP private sector members' terms of office expired on March 31st 2017 and therefore, the purpose of the report was to also seek GMCA endorsement of the recommendations regarding the future private sector membership for the period April 2017 until March 2019.

RESOLVED/-

1. That the recommendation to renew the eight existing private sector members' terms of office for another two year term (these members are Mike Blackburn, David Birch, Lou Cordwell, Juergen Maier, Professor Dame Nancy Rothwell, Michael Oglesby and Richard Topliss), be endorsed.
2. That Mike Blackburn be invited to continue as Chair of the GM LEP for a further two years.
3. That the following four new private sector members be invited to join the LEP as full board members Fiona Gibson, Lorna Fitzsimons, Mo Isap and Monica Brij) be agreed.
4. That the thanks and appreciation be extended to those private sector members now standing down.

107/17 BREXIT MONITOR – MONTHLY REPORT

Councillor Richard Leese, Portfolio Lead for Business & Economy introduced a report, updating members on the key economic and policy developments in relation to the UK's decision to leave the European Union (EU). The latest edition of the monthly Greater Manchester Brexit Monitor was appended to the report, which provided Members with a real-time view of the economic and policy impact of Brexit.

He highlighted a slowdown in economic growth and the potential for the Bank of England to increase interest rates which had impacted on household incomes, which had fallen in real terms. Members also noted the 1% pay freeze in public services had also negatively contributed to the reduction in household income.

Members noted that since the General Election, negotiations on a softer Brexit were more likely, although clarity was needed with regard to European Nationals residing and working within the UK.

A Member noted that the Greater Manchester Chamber of Commerce had undertaken a survey in relation to the nature of investment.

The GM Mayor stressed the importance of Greater Manchester being involved in any negotiations and suggested that a London centric Brexit negotiation would not represent the interests of Greater Manchester. He added that he had written to the Prime Minister requesting the establishment of a Standing Committee on Regions and Brexit.

RESOLVED/-

That the contents of the June Brexit Monitor, as set out at appendix 1 to the report, be noted.

108/17 BIG CLEAN SWITCH DOMESTIC ENERGY EFFICIENCY UPDATE

Paul Dennett, City Mayor of Salford, introduced a report which provided Members with an outline of recent progress in supporting domestic energy efficiency measures across Greater Manchester through the publication of a Home Energy Conservation Act report. The report also summarised and sought approval for potential future opportunities in GM in relation to domestic energy management namely: Big Clean Switching Campaign opportunity and Energy Company Obligation (ECO) flexibility.

RESOLVED/-

1. That the production of a GM Home Energy Conservation Act report, be noted.
2. That approval to run a GM wide clean energy switch campaign with support from Districts, be granted.
3. That the intention to explore ECO funding to support energy efficiency programmes for the fuel poor in 2017/8 onwards be noted and agreed that a more detailed report should be brought to a future meeting.

109/17 NATIONAL PRODUCTIVITY INVESTMENT FUND

Andy Burnham, GM Mayor and Portfolio Lead for Transport, introduced a report which set out the process followed to develop a bid to the National Productivity Infrastructure Fund (NPIF) and sought approval for the submission of the bid to the Department for Transport (DfT).

A Member commented that the NPIF bid schemes for the Oldham Town Centre Western and Eastern gateways had incorrect funding allocations attributed to them. In response, officers undertook to update the bid document prior to its submission to DfT. The GM Mayor requested all Leaders to review their respective allocations before the close of play in order to meet the submission deadline.

RESOLVED/-

That the NPIF bid be approved for submission to DfT, subject to the amendment of the funding allocation for the Oldham Town Centre Western and Eastern Gateways.

110/17 BUS SERVICES ACT 2017

Andy Burnham, GM Mayor and Portfolio Lead for Transport, introduced a report updating Members on the Bus Services Act 2017, its provisions and the associated next steps for Greater Manchester. He reminded members that the report was about the preparatory

work to be undertaken which will enable the GMCA to make an informed decision at the appropriate time.

RESOLVED/-

1. That the update on the Bus Services Act 2017 be noted.
2. That the preparation of an assessment of a proposed franchising scheme in accordance with Section 4, S123B of the Bus Services Act 2017, be agreed.
3. That a notice stating the Combined Authority's intention to prepare an assessment of a proposed franchising scheme in accordance with Section 4, S123C (4) of the Bus Services Act 2017, be approved
4. That the administration arrangements for the notice to be published be agreed and that authority be delegated to the Chief Executive of TfGM, in consultation with the GM Mayor, for the assessment to be prepared.

111/17 GREATER MANCHESTER PUBLIC SECTOR APPRENTICESHIP APPROACH

Councillor Sean Anstee, Portfolio Lead for Skills & Employment & Apprenticeships, introduced a report, which expanded on the paper received by GMCA in February, setting out a clear direction of travel for the work to maximise the opportunities the Apprenticeship levy brings for the public sector. He highlighted the strategic progress and activity under the key work streams supporting individual public sector organisations to work collaboratively to develop a GM Public Sector Apprenticeship Approach.

In response to an enquiry from a Member in relation to Theme 4 – Integration with wider public service and reform programmes, Theresa Grant, Chief Executive portfolio lead, clarified the arrangements for the proposals for the 10% gifting of Levy to supply chain members to ensure maximum social value can be achieved.

Members welcomed the proposal to pay the minimum wage rather than the apprentice wage and noted that this would provide opportunities for young people, particularly within the public sector and NHS, and help address Greater Manchester's apprenticeship ambitions.

RESOLVED/-

1. That the progress made to date across the 4 themes in developing and implementing a GM Public Sector Apprenticeship Approach, be noted.
2. That the alignment between the Health and Social Care Workforce Strategy and public sector Apprenticeship approach, as set out in the report, be noted.

3. That discussions by Heads of Human Resources considering resource organisationally and at a GM level for the ongoing development and long term management and coordination of the public sector Apprenticeship approach, be supported.
4. That NHS Organisations be encouraged to sign up to the public sector approach Memorandum of Understanding.
5. That it be agreed to support and champion the workforce planning support available to their organisations through the GMCA commissioned activity.
6. That the criteria that will be applied to the Dynamic Purchasing System allowing the work to progress to Invitation To Tender stage, be agreed.
7. To support work within their organisations to review and move towards adapting pay rates to ensure apprentices are paid at least the minimum wage for their age.
8. To agree to support the AGMA Learning Management System Leads in providing capacity for the development of the bespoke e-learning modules
9. To note that Heads of Human Resources are considering resources for Apprenticeship recruitment campaigns via greater.jobs.

112/17 UPDATE ON DEVOLUTION OF THE ADULT EDUCATION BUDGET

Councillor Sean Anstee, Portfolio Lead for Skills & Employment & Apprenticeships, introduced a report which provided an update on progress towards devolution of the Adult Education Budget (AEB) in 2018/19. The report presented a further update to the paper that was considered by the GMCA in February 2017, where the principles were considered and agreed.

A Member commented that as clarification was still awaited from DfE in relation to the devolution of the adult education budget and suggested that the GMCA needed to push Government to ensure that GM receives what was committed when the Devolution deal was signed.

RESOLVED/-

1. That the report be noted.
2. That support be granted to officers in taking forward discussions with the ESFA and DfE around resources and processes required for implementation.
3. That the GMCA push Government to ensure that GM receives what was committed when the Devolution deal was signed.

113/17 CREATING A TRANSFORMATIONAL, WHOLE POPULATION WORKING WELL SYSTEM

Councillor Peter Smith, Portfolio Lead for Health & Social Care and Councillor Sean Anstee, Portfolio Lead for Skills & Employment & Apprenticeships, submitted a report seeking to gain support for the development of an integrated work and health system for Greater Manchester (GM) and to update on progress in the commissioning of the GM Working Well (Work & Health) Programme. The meeting was reminded that the report was discussed in detail at the Health and Social Care Strategic Partnership Board held earlier in the day

RESOLVED/-

1. That it be noted that the GM Working Well brand is expanding to encompass a whole population approach to work and health.
2. That the priorities proposed for the development of a GM Working Well (Early Help) Programme, be agreed.
3. That the proposal for four key areas of focus for the working age population, as set out in the report, be noted.
4. That the proposed stages of delivery, as set out in the report, be agreed.
5. That the progress to date on Working Well (Work & Health Programme) be noted and supported.

114/17 GREATER MANCHESTER INVESTMENT FRAMEWORK PROJECTS UPDATE

Eamonn Boylan, GMCA Chief Executive, introduced a report seeking the approval of Members for a loan to Private White VC Limited. Members noted that the loan will be made from recycled monies. The report also presented an update on Pulse Flexible Packaging (Project Rugby), Zuto and switchmybusiness.

Members agreed to take the confidential, commercially sensitive Greater Manchester Investment Framework Projects Update part b report, at Item 24 on the agenda, as read whilst considering this report.

RESOLVED/-

1. That the project funding application by Private White VC Limited (loan of up to £1,100k) be given conditional approval and progress to due diligence, as set out in the report, be agreed

2. That delegated authority be granted to the GMCA Treasurer and Monitoring Officer to review the due diligence information and, subject to their satisfactory review and agreement of the due diligence information and the overall detailed commercial terms of the transactions, to sign off any outstanding conditions, issue final approvals and complete any necessary related documentation in respect of the loan at a) above; and
3. That the changes to the commercial terms in line with the updates provided on Pulse Flexible Packaging (Project Rugby), Zuto and switchmybusiness as set out in the confidential part of the agenda, be noted.

115/17 GREATER MANCHESTER HOUSING INVESTMENT LOANS FUND – INVESTMENT APPROVAL RECOMMENDATION

This item was withdrawn.

116/17 GREATER MANCHESER HOUSING INVESTMENT FUND – ANNUAL REPORT

This item was withdrawn.

117/17 EXCLUSION OF PRESS AND PUBLIC

Members noted that the commercially sensitive information contained in Item 24 Greater Manchester Investment Framework Projects Update was taken as read during consideration of the Part A Greater Manchester Investment Framework Projects Update (minute ref 114/17 refers) and for this reason the exclusion resolution was not moved.

118/17 GREATER MANCHESTER INVESTMENT FRAMEWORK AND CONDITIONAL PROJECT APPROVALS

CLERK'S NOTE: This item was considered in support of the Part A Greater Manchester Investment Framework Projects Update at minute 114/17 above.

119/17 GREATER MANCHESTER HOUSING INVESTMENT FUND – INVESTMENT APPROVAL RECOMMENDATIONS

This item was withdrawn.

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**MINUTES OF THE ANNUAL MEETING OF THE GREATER MANCHESTER
COMBINED AUTHORITY, HELD ON FRIDAY 30 JUNE 2017 AT
ONE RIVERSIDE, ROCHDALE**

GM MAYOR	Andy Burnham (in the Chair)
DEPUTY MAYOR - Police and Crime	Baroness Beverley Hughes
BOLTON COUNCIL	Councillor Cliff Morris
BURY COUNCIL	Councillor Rishi Shori, Deputy Mayor
MANCHESTER CC	Councillor Richard Leese, Deputy Mayor
OLDHAM COUNCIL	Councillor Jean Stretton
ROCHDALE MBC	Councillor Allen Brett
SALFORD CC	City Mayor Paul Dennett
STOCKPORT MBC	Councillor Wendy Wild
TAMESIDE MBC	Councillor John Taylor
TRAFFORD COUNCIL	Councillor Sean Anstee
WIGAN COUNCIL	Councillor Peter Smith

OTHER MEMBERS IN ATTENDANCE

Fire Committee, Chair	Councillor David Acton
GMWDA, Chair	Councillor Nigel Murphy
TfGMC, Chair	Councillor Andrew Fender

OFFICERS IN ATTENDANCE

Eamonn Boylan	GMCA
Sue Johnson	Bolton Council
Pat Jones-Greenhalgh	Bury Council
Geoff Little	Manchester CC
Carolyn Wilkins	Oldham Council
Steve Rumbelow	Rochdale MBC
Ben Dolan	Salford CC
Laureen Donnan	Stockport MBC
Steven Pleasant	Tameside MBC

Theresa Grant
Alison McKenzie-Folan
Peter O'Reilly
Jon Lamonte
Jon Rouse
Mark Hughes
Liz Treacy
Richard Paver
Andrew Lightfoot
Julie Connor
Paul Harris
Sylvia Welsh

Trafford Council
Wigan Council
GM Fire & Rescue Service
Transport for Greater Manchester
Health and Social Care Partnership
Manchester Growth Company
GMCA Monitoring Officer
GMCA Treasurer
GMCA Deputy Head of the Paid Service
GMCA Head of Governance and Scrutiny
GMCA Governance and Scrutiny
GMCA Governance and Scrutiny

95/17 APOLOGIES

Apologies for absence were received and noted from Councillors Richard Farnell (Rochdale – Cllr Allen Brett attending), Alex Ganotis (Stockport – Cllr Wendy Wild attending) and Kieran Quinn (Tameside - Cllr John Taylor attending).

Chief Executives – Margaret Asquith (Bolton - Sue Johnson attending), Jim Taylor (Salford – Ben Dolan attending), Donna Hall (Wigan – Alison McKenzie Folan attending), Joanne Roney (Manchester – Geoff Little attending) and Ian Hopkins GMP.

96/17 ELECTION OF CHAIR

Members noted that pursuant to Part 5A, section 4 of the Constitution, the Greater Manchester is the Chair of the GMCA (ex-officio).

RESOLVED/-

To note the appointment of Andy Burnham, Greater Manchester Mayor, as the Chair of the GMCA, as set out under Part 5A, section 4 of the Constitution.

98/17 APPOINTMENT OF VICE CHAIRS 2017/18

Members noted that pursuant to Part 5A, section 4, of the Constitution, GMCA Members are required to appoint at least 2 but no more than 3 Vice Chairs for 2017/18, with no political group holding all the vice-chairs positions on the GMCA. For this reason, Councillor Richard Leese Deputy Mayor, and Councillor Sean Anstee were appointed as Vice Chairs of the GM Combined Authority.

RESOLVED/-

That the appointments of Councillor Richard Leese and Councillor Sean Anstee as Vice Chairs of GMCA, as set out under Part 5A, section 4 of the GMCA Constitution be confirmed.

97/17 CHAIR'S ANNOUNCEMENTS

a. Tony Lloyd MP

The GM Mayor paid tribute to Tony Lloyd MP for the work he had undertaken as Interim GM Mayor and as the GM Police and Crime Commissioner and wished him well in his new role as MP for Rochdale. He went on to offer thanks for the support he had received from all GM Leaders since taking up the position of GM Mayor.

b. Baroness Beverley Hughes

The Chair extended a welcome to Beverley Hughes, Deputy Mayor for Police and Crime. In response, Beverley Hughes said she welcomed this new role and the opportunity to continue the good work formerly led by Tony Lloyd.

c. Manchester Arena Attack – 22 May 2017

The Chair noted that Members' thoughts were with the 22 families who lost loved ones in the Manchester Arena attack on 22 May and particularly the families of Megan Hartley and Martin Heck whose funerals were taking place today.

The Chair paid tribute to the response of the emergency services and thanked citizens of Greater Manchester in responding to the incident. Members also noted that cards and messages of support have been received from across the world.

Members noted that Manchester City Council was to hold an extraordinary meeting on 12 July 2017 to commemorate this tragic event. Councillor Richard Leese thanked colleagues from other local authorities for their help and support. In particular, he highlighted the support from council workers and Salford City Council staff who, in the aftermath of the tragedy, had voluntarily come forward and helped to staff telephone contact points. A fund had been set up to support the families of those affected in the ensuing days following the tragedy.

The Mayor noted that he had recently met with staff from Manchester Arena, Northern Rail and Metrolink.

d. London Attack and Grenfell Tower Tragedy

The Chair offered condolences to those affected by the recent attack in London and also the recent Grenfell fire tragedy.

He noted that efforts were underway across Greater Manchester to reassure residents of residential tower blocks. The Mayor referred to the work being led by Paul Dennett, City Mayor of Salford in setting up a Taskforce in order to coordinate a response across Greater Manchester.

City Mayor, Paul Dennett, Portfolio lead for Planning and Housing, provided an update on the work of the Taskforce now that was taking place and reiterated that public safety remains the number one priority. A summit had taken place on 22 June, to consider GM's response to Grenfell and the following actions were agreed:

- a) Landlords should review and re-issue fire safety advice to residents.
- b) A task force was to be established.
- c) Joint compliance checks were being undertaken
- d) Work was taking place with local authorities and housing providers to look at revised evacuation procedures.
- e) Paul Dennett thanked all local authority representatives and housing providers for their attendance at the summit. Fire Protection Teams have made contact with housing providers to update intelligence. Fire Protection Teams have made contact with housing providers to update intelligence. A GM response to response to the Grenfell Tower incident was to be developed.

Paul Dennett also informed members that he would be writing to the Secretary of State to ask for funding from the Government.

Peter O'Reilly, Chief Fire Officer, provided an update on the work of the Fire and Rescue Service in relation to reassuring residents. Members noted that prior to the Grenfell fire, GM Fire and Rescue Service had already embarked up on the development of a risk register.

98/17 GMCA CONSTITUTION

Liz Treacy, GMCA Monitoring Officer introduced a report which sought the approval of Members to the revised GMCA Constitution. Members noted that the constitution required substantial revision to reflect the new powers of the GMCA and the Mayor advising that further work will still be required to refine the Constitution following the approval of further Orders later in the year. She also highlighted that further work in relation to the Officer Code of Conduct was also being undertaken. A further updated version of the Constitution would come back to the GMCA in the Autumn. The report set out the main changes proposed to be made to the GMCA Constitution.

The GM Mayor also highlighted the provision in the Constitution to put in place Assistant Portfolio holders who would attend future meetings and would enable a much more gender balanced team.

RESOLVED/-

1. That the revised constitution accompanying this report as the Constitution of the GMCA be approved and adopted.
2. That the discharge of mayoral functions and the delegation of such responsibilities rests with the Mayor, be noted and that the delegations of mayoral functions (and the arrangements in relation to such) set out in this constitution are for the information of the GMCA only.
3. That the Monitoring Officer be authorised to make any changes of a typographical nature to the Constitution.
4. That the delegations of mayoral functions (and the arrangements in relation to such) set out in this constitution and agreed by the Mayor, be noted.

**99/17 GREATER MANCHESTER APPOINTMENTS AND NOMINATIONS
2017/18**

Liz Treacy, GMCA Monitoring Officer, introduced a report which sought the approval of Members to agree a) the appointment of Secretary to the GMCA, b) the appointment of Andy Burnham, GM Mayor, to the AGMA Executive Board, c) portfolio responsibilities for 2017/2018, d) GMCA Greater Manchester appointments and nominations received from the GM local authorities to Greater Manchester statutory bodies, e) request for GMCA appointments to other outside bodies for 2017/2018 and f) to note the Mayor's decision to appoint a fire committee.

The GM Mayor thanked the members of the Scrutiny Working Group who had contributed to the Scrutiny Review and development of proposals. The process for Local Authority nominations would now be circulated to all GM Local Authorities with proposed members of Scrutiny to be submitted to the GMCA in July 2017.

RESOLVED/-

1. That the appointment of Eamonn Boylan, GMCA Chief Executive as the Secretary of the GMCA, pending a review of the existence of a distinct secretary post within the GMCA Constitution, be agreed.
2. That the appointment of Andy Burnham, GM Mayor, to the AGMA Executive Board, representing the GMCA, for 2017/18 be agreed.
3. That the revised portfolio area of responsibilities for 2017/18 as allocated by the GM Mayor, together with the Chief Executives portfolio areas of responsibilities for 2017/18 as allocated by the GMCA Chief Executive:

Portfolio		Leader	Chief Executive
People	Young People & Social Cohesion	Rishi Shori	Joanne Roney
	Skills, Employment & Apprenticeships	Sean Anstee	Theresa Grant
	Health & Social Care	Peter Smith	Steven Pleasant
Place	Overall Policy & Strategy; Transport & Infrastructure	Andy Burnham	Eamonn Boylan
	Housing, Planning & Homelessness	Paul Dennett	Steve Rumbelow
	Business & Economy (inc Enterprise, Science & Innovation, sectors)	Richard Leese	Jim Taylor
	Safer & Stronger Communities	Bev Hughes	Pat Jones-Greenhalgh
	Green City-Region (inc Environment & Green Spaces, Climate Change & Air Quality)	Alex Ganotis	Carolyn Wilkins
	Culture, Arts & Leisure	Cliff Morris	Donna Hall
Cross Cutting	Equality, Fairness & Inclusion, inc Active Ageing	Jean Stretton	Laureen Donnan/Pam Smith
	Finance & Investment	Kieran Quinn	Eamonn Boylan
	Digital City-Region	Richard Farnell	Margaret Asquith

4. That the appointments by GM Local Authorities to the Greater Manchester Combined Authority for 2017/18 as per the report, be noted.

District	Member	Substitute Member
Bolton	Cliff Morris (LAB)	Linda Thomas (Lab)
Bury	Rishi Shori (LAB)	Andrea Simpson (Lab)
Manchester	Richard Leese (LAB)	Sue Murphy (Lab)
Oldham	Jean Stretton (LAB)	Abdul Jabbar (Lab)
Rochdale	Richard Farnell (LAB)	Allan Brett (Lab)
Salford	Paul Dennett (LAB)	John Merry (Lab)
Stockport	Alex Ganotis (LAB)	Wendy Wild (Lab)
Tameside	Kieran Quinn (LAB)	John Taylor (Lab)
Trafford	Sean Anstee CON)	Alex Williams (Con)
Wigan	Peter Smith (LAB)	David Molyneux (Lab)

5. That the appointment of the following 5 GMCA members (4 Labour and 1 Conservative) to the Standards Committee for 2017/18 be agreed:-

Councillor Cliff Morris (Labour), City Mayor Paul Dennett (Labour), Councillor Alex Ganotis (Labour), Councillor Jean Stretton (Labour) and Councillor Sean Anstee (Conservative).

6. That it be noted that the GMCA, in December 2015 appointed 1 Co-opted Independent Member, Geoff Linnell, to act as the Chair of the Standards Committee and 1 Independent Person, Nicole Jackson, to assist the Monitoring Officer and Hearing Panel in dealing with allegations that members of the GMCA have acted in breach of the GMCA's Code of Conduct, be noted and to also note that the term of office of these appointments is for 4 years with effect from 18 December 2015.

7. That the appointment of the following 5 GMCA members Committee (4 Labour and 1 Conservative) to the Resources Committee for 2017/18 be agreed:-

GM Mayor Andy Burnham (Labour), Councillor Richard Leese (Labour), Councillor Kieran Quinn (Labour), Councillor Peter Smith (Labour) and Councillor Sean Anstee (Conservative).

8. That the appointment of the following 4 members (3 Labour and 1 Conservative) from the nominations received from the GM Local Authorities to the Audit Committee for 2017/18 be agreed:-

Councillor Sarah Russell (Manchester – Lab), Councillor Colin McLaren (Oldham – Lab), Councillor Chris Boyes (Trafford – Con), Councillor Pam Stewart (Wigan – Lab).

9. That the appointments by the GM Local Authorities to the Transport for Greater Manchester Committee for 2017/18, as set out in the report, be noted.

District	Members
Bolton (3)	David Chadwick (Lab) Guy Harkin (Lab) Stuart Haslam (Con)
Bury (2)	Noel Bayley (Lab) Rhyse Cathcart (Lab)
Manchester (5)	Azra Ali (Lab) Andrew Fender (Lab) Naeem Hassan (Lab) Dzidra Noor (Lab) Chris Paul (Lab)
Oldham (3)	Mohan Ali (Lab) Chirs Goodwin (Lab) Howard Sykes (Lib Dem)
Rochdale (3)	Phil Burke (Lab)

	Shah Wazir (Lab) Pat Sullivan (Con)
Salford (3)	Roger Jones (Lab) Robin Garrido (Con) Barry Warner (Lab)
Stockport (4)	Christine Corris (Lib Dem) Annette Finnie (Con) Tom Grundy (Lab) John Taylor (Lab)
Tameside (3)	Warren Bray (Lab) Peter Robinson (Lab) Doreen Dickinson (Con)
Trafford (3)	Robert Chilton (Con) Mike Cordingley (Lab) June Reilly (Con)
Wigan (4)	Mark Aldred (Lab) Pat L Holland (Lab) Eunice Smethurst (Lab) James Grundy (Con)

10. That the following appointments by the GM Local Authorities to the Health and Social Care Strategic Partnership Board for 2017/18 be noted:

District	Member	Substitute Member
Bolton	Cliff Morris (Lab)	Linda Thomas (Lab)
Bury	Rishi Shori (Lab)	Andrea Simpson (Lab)
Manchester	Richard Leese (Lab)	Bev Craig (Lab)
Oldham	Eddie Moores (Lab)	Jenny Harrison (Lab)
Rochdale	Richard Farnell (Lab)	Jacqui Beswick (Lab)
Salford	Paul Dennett (Lab)	John Merry (Lab)
Stockport	Alex Ganotis (Lab)	Wendy Wild (Lab)
Tameside	Kieran Quinn (Lab)	Brenda Warrington (Lab)
Trafford	Sean Anstee (Con)	John Lamb (Con)
Wigan	Peter Smith (Lab)	Ken Cunliffe (Lab)

11. That the appointments of the GM Mayor, Andy Burnham and Councillors Sean Anstee and Richard Leese, as the two GMCA Vice Chairs, to the Greater Manchester Local Enterprise Partnership for 2017/18, be agreed and that the GMCA consider the appointment of a fourth member at the July GMCA meeting.

12. That the appointments of the following 5 GMCA members to the Manchester Growth Company Board for 2017/18 be agreed:

Councillors Richard Leese, Sean Anstee, Jean Stretton, Ebrahim Adia and City Mayor Paul Dennett.
13. That the following 3 GMCA members (including the Portfolio Lead for Skills, Employment & Apprenticeships) be re-appointed to the Skills and Employment Partnership:-

Councillors Sean Anstee (Portfolio Lead for Skills, Employment & Apprenticeships), Jenny Bullen and Abdul Jabbar.
14. That Councillor Alex Ganotis, GMCA Green-City Region Portfolio Lead be appointed to the GM Low Carbon Hub for 2017/18.
15. That the following 3 members be re-appointed to the Greater Manchester Investment Board for 2017/18:-

Councillors Richard Leese and Kieran Quinn and that the appointment of a further member be confirmed at the July GMCA meeting.
16. To note the appointment of the GM Mayor to the Greater Manchester Land Commission for 2017/18.
17. That Councillors Richard Leese, Paul Dennett and Kieran Quinn be appointed as GMCA members to the Greater Manchester Land Commission for 2017/18.
18. That the establishment of 3 Overview & Scrutiny Committees, as set out in the new GMCA Constitution be noted. Each Committee will have a membership of 15 members each, having regard to any nominations received from the constituent councils (ensuring political balance is met; 11 Labour, 3 Conservatives and 1 Liberal Democrat per Committee). The 3 Overview & Scrutiny Committees for 2017/18 are:
 - a. Corporate Issues & Reform
 - b. Economy, Business, Growth & Skills
 - c. Housing, Planning & Environment
19. That the appointment of Susan Ford as the GMCA Designated Scrutiny Officer for 2017/18, be agreed.
20. That the GM Mayor, Andy Burnham and Councillor Sean Anstee be appointed to the Regional Leaders Board for 2017/18 and to note that there remains a GMCA

member vacancy on the Board and this will be confirmed at the July GMCA meeting.

21. That the appointment of City Mayor, Paul Dennett to the Atlantic Gateway Board for 2017/18, be agreed.
22. That the appointment of City Mayor, Paul Dennett as a GMCA representative and Councillor Sue Murphy as a GMCA substitute member to the NW European Programmes Local Management Committee for 2017/18, be agreed.
23. That the appointment of the following 5 GMCA members to the Greater Manchester European Structural Fund (European Programmes) Local Management Committee for 2017/18 be agreed:-

GM Mayor, Andy Burnham, Councillors Sue Murphy, Alex Ganotis, Kieran Quinn and Jean Stretton.

24. That the appointment of the following 3 representatives from the nominations received from the GM Local Authorities to the North West Flood and Coastal Committee for 2017/18, be agreed and to note that those Members appointed be requested to appoint their own substitute.

Councillors Alan Quinn (Bury), Nick Peel (Bolton) and Neil Emmott (Rochdale).

25. That the GM Mayor's decision to appoint a Fire Committee consisting of 15 Members (11 labour, 3 Conservative and 1 Liberal Democrat) be noted and the following Membership be approved:-

District	Member
Bury	Joan Grimshaw (Lab)
Bolton	Mohammed Ayub (Lab)
Manchester	Tommy Judge (Lab) Afia Kamal (Lab)
Oldham	Steve Williams (Lab) Derek Heffernan (Lib Dem)
Rochdale	Shaun O'Neill (Lab)
Salford	Jane Hamilton (Lab) Jillian Collinson (Con)
Stockport	Walter Brett (Lab)
Tameside	Barrie Holland (Lab)
Trafford	David Acton (Lab) (Chair) Michael Whetton (Con)
Wigan	John O'Brien (Lab) Kathleen Houlton (Con)

**100/17 APPOINTMENT OF TWO INDEPENDENT MEMBERS TO THE GMCA
AUDIT COMMITTEE**

Richard Paver, GMCA Treasurer introduced a report updating the GMCA on progress with the appointment process of independent members to the GMCA's Audit Committee and proposed that the GMCA appoint two independent members to the Committee.

RESOLVED/-

That the appointment of Gwyn Griffiths and Catherine Scivier as independent members of the GMCA's Audit Committee, be agreed.

101/17 SCHEDULE OF MEETINGS 2017/18

GMCA Members considered the cycle of meetings for 2017/18. It was agreed not to hold a GMCA meeting during August.

RESOLVED/-

1. That the following schedule of meetings for GMCA for 2017/18 be approved:-

Friday 28 July 2017	-	Manchester
Friday 29 September 2017	-	Trafford
Friday 27 October 2017	-	Salford
Friday 23 November 2017	-	Stockport
Friday 15 December 2017	-	Bolton
Friday 26 January 2018	-	Wigan
Mid-February – potential budget meeting (meeting to be confirmed)		
Friday 23 February 2018	-	Bury
Thursday 29 March 2018	-	Oldham
Friday 27 April 2018	-	Rochdale (meeting to be confirmed)
Friday 25 May 2018	-	Manchester
Friday 29 June 2018	-	Tameside

2. To agree that any urgent issues arising during August be delegated to the Chief Executive in consultation with the GM Mayor and the appropriate portfolio lead.

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**MINUTES OF THE GREATER MANCHESTER COMBINED AUTHORITY,
HELD ON FRIDAY 28 JULY 2017 AT MANCHESTER TOWN HALL**

PRESENT

GM MAYOR	Andy Burnham
DEPUTY MAYOR (Police and Crime)	Baroness Beverley Hughes
BOLTON COUNCIL	Councillor Linda Thomas
BURY COUNCIL	Councillor Rishi Shori, Deputy Mayor
MANCHESTER CC	Councillor Richard Leese, Deputy Mayor
OLDHAM COUNCIL	Councillor Jean Stretton
ROCHDALE MBC	Councillor Richard Farnell
SALFORD CC	Councillor John Merry
STOCKPORT MBC	Councillor Alex Ganotis
TAMESIDE MBC	Councillor Kieran Quinn
TRAFFORD COUNCIL	Councillor Sean Anstee
WIGAN COUNCIL	Councillor Peter Smith

OTHER MEMBERS IN ATTENDANCE

Fire Committee Chair	Councillor David Acton
GMWDA	Councillor Michael Young

OFFICERS IN ATTENDANCE

GMCA Chief Executive	Eamonn Boylan
GMCA – Deputy Chief Executive	Andrew Lightfoot
Bolton Council	Sue Johnson
Bury Council	Pat Jones-Greenhalgh
Manchester CC	Joanne Roney
Oldham Council	Carolyn Wilkins
Rochdale MBC	Steve Rumbelow
Salford CC	Ben Dolan
Stockport MBC	Laureen Donnan
Tameside MBC	Steven Pleasant
Trafford Council	Joanne Hyde

Wigan Council	Donna Hall
TfGM – Chief Executive	Jon Lamonte
GM HSCP – Chief Officer	Jon Rouse
GMCA – Monitoring Officer	Liz Treacy
GMCA	Simon Nokes
GMCA	Julie Connor
GMCA	Sylvia Welsh
GMCA	Amanda Fox
GMCA	Nicola Ward

120/17 APOLOGIES

Apologies for absence were received and noted from Councillors Cliff Morris (Bolton - Cllr Linda Thomas attending), City Mayor Paul Dennett (Salford – Cllr John Merry attending), and Nigel Murphy (GM Waste – Cllr Michael Young attending).

Chief Executives – Margaret Asquith (Bolton - Sue Johnson attending), Jim Taylor (Salford – Ben Dolan attending), Theresa Grant (Trafford – Joanne Hyde attending) and Jim Taylor (Salford – Ben Dolan attending).

121/17 CHAIR’S ANNOUNCEMENTS AND URGENT BUSINESS

a) Manchester Arena Attack Update

The Mayor informed the meeting that the funeral for the Saffie Rose Roussos, victim of the Manchester Arena attack had taken place earlier this week and re-iterated that the thoughts of members of the GMCA remain with all the bereaved families and of the families of the people who were injured on that evening. He praised the response of all GM emergency services during and after the event. He also welcomed the appointment of Sir Bob Kerslake to Chair an Independent Review into the preparedness of GM services to the Manchester Arena Incident and lessons learnt from the incident.

Councillor Richard Leese further reported that Manchester City Council had held an Extraordinary Council meeting where discussions had began regarding the installation of permanent memorials for the victims and informed members that a Strategic Recovery Group had been established to look at ways that Greater Manchester, as a whole, could support those affected by the attack. The first meeting had taken place recently with Bev Hughes, Deputy Mayor, representing the GMCA, with the establishment of a welfare and health workstream to be overseen by the Group, acknowledging that this may result in lifetime support for some, if not all, victims.

The Mayor confirmed that obligations would continue to be met and thanked colleagues for their work and support in the aftermath of the incident. He also

advised that Councillor Peter Smith had submitted a bid to the Department of Health to assist with the provision of specialist support. GM Police have also been visiting schools in recognition that young people would continue to require support.

b) Grenfell Tower Fire

The Mayor reminded members that following the devastating Grenville Tower Fire in Kensington, Greater Manchester had established a Task Force to review all high rise towers in the sub-region. He expressed his thanks to Greater Manchester Fire and Rescue Service for all their work in progressing this work.

Councillor David Acton, the Chair of the Fire Committee, provided the meeting with an overview of the work undertaken following the fire, advising of the outcome of recent national fire testing of cladding and insulation. The removal and replacement of materials was going to be expensive, albeit essential, with discussions on financial support to continue. Current Fire and Building regulations were not fit for purpose and need to be changed. The GM Task Force will have assessed 491 tower blocks by mid-September and the development of the Fire Safe and Secure Strategy was currently under development.

He further advised that recent investigations had also recommended that sprinkler systems should be installed across all high rise towers. It was hoped that this would be a recommendation for implementation going forward. Discussions with Government do need to progress on the basis that all new buildings do need to have fire prevention as a priority measure.

Councillor John Merry spoke on behalf of Salford City Council, providing an update on recent testing procedures, advising that work was underway to evaluate solutions going forward, including short term measures such as 24 hour fire marshals and improvements to alarm systems. Work was to continue with a view to ensuring the needs and safety of tenants was addressed.

The Mayor further added that the GM Fire Committee was best placed to respond to the outcome of the work of the GM Taskforce Group and he would work with the Chair, David Action to agree what work was required by the Committee with a view to bringing back a proposal to the GMCA in September 2017.

RESOLVED/-

That the update report be noted and that a report on GM's High Rise Task Force and Fire Safe and Secure Strategy be submitted to the September meeting of the GMCA.

122/17 DECLARATIONS OF INTEREST

Councillor Richard Leese declared an interest in relation to item 24 as a Board member of Manchester Life Developments.

123/17 MINUTES OF GMCA MEETINGS HELD ON 30 JUNE 2017

The minutes of the GMCA Annual Meeting and GMCA Ordinary meeting held on the 30 June were submitted.

RESOLVED /-

That the minutes of the GMCA Annual Meeting and GMCA Ordinary Meeting held on 30 June 2017 be approved as correct records.

124/17 MINUTES OF THE GREATER MANCHESTER LOCAL ENTERPRISE PARTNERSHIP HELD ON THE 17 JULY 2017

RESOLVED /-

That the minutes of the GM Local Enterprise Partnership held on the 17 July be noted.

125/17 MINUTES OF THE TRANSPORT FOR GREATER MANCHESTER COMMITTEE HELD ON THE 14 JULY 2017

RESOLVED /-

That the minutes of the Transport for Greater Manchester Committee held on the 14 July be noted.

126/17 GMCA SCRUTINY POOL APPOINTMENTS PROCESS

The Mayor circulated a list of proposed appointments to each of the 3 new GM Overview and Scrutiny Committees following nomination from the Greater Manchester Local Authorities, advising that it was proposed to appoint 11 members to each Overview and Scrutiny Committee with a view to the additional members from the pool to be appointed at the GMCA meeting on 29 September 2017.

RESOLVED /-

1. That the first eleven nominations to each of the Overview and Scrutiny Committees be approved as follows:

CORPORATE ISSUES & REFORM OVERVIEW & SCRUTINY			
1	Bolton	Darren Whitehead	LAB
2	Bury	Stella Smith	LAB
3	Manchester	Zahra Alijah	LAB
4	Oldham	Ateeque Ur Rehman	LAB

5	Rochdale	Neil Butterworth	LAB
6	Salford	David Jolley	LAB
7	Stockport	Yvonne Guariento	LAB
8	Tameside	John Bell	CON
9	Trafford	Nathan Evans	CON
10	Wigan	Pam Stewart	LAB
11	Bury	Tim Pickstone	LIB DEM
12	Vacancy		
13	Vacancy		
14	Vacancy		
15	Vacancy		

ECONOMY, BUSINESS GROWTH & SKILLS OVERVIEW & SCRUTINY			
1	Bolton	Susan Haworth	LAB
2	Bury	Jane Lewis	LAB
3	Manchester	Ahmed Ali	LAB
4	Oldham	Chris Goodwin	LAB
5	Rochdale	Michael Holly	CON
6	Salford	Kate Lewis	LAB
7	Stockport	Elise Wilson	LAB
8	Tameside	Yvonne Cartey	LAB
9	Trafford	John Holden	CON
10	Wigan	Charles Rigby	LAB
11	Stockport	Mark Hunter	LIB DEM
12	Vacancy		
13	Vacancy		
14	Vacancy		
15	Vacancy		

HOUSING, PLANNING & ENVIRONMENT OVERVIEW & SCRUTINY			
1	Bolton	Elaine Sherrington	LAB
2	Bury	Rachel Skillen	LAB
3	Manchester	James Wilson	LAB
4	Oldham	Hannah Roberts	LAB
5	Rochdale	Linda Robinson	LAB
6	Salford	Robert Sharpe	LAB
7	Stockport	Elise Wilson	LAB
8	Tameside	Gill Peet	LAB
9	Trafford	Rob Chilton	CON
10	Wigan	Lynn Holland	LAB
11	Stockport	Lisa Smart	LIB DEM
12	Vacancy		
13	Vacancy		
14	Vacancy		

15	Vacancy	
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2. That the remaining four appointments to each of the Overview and Scrutiny Committee be considered at the GMCA meeting held on 29 September 2017, noting that political balance and gender would need to apply in accordance with the constitution.

127/17 GMCA APPOINTMENTS

RESOLVED /-

1. To appoint Councillor Jean Stretton to the Greater Manchester Local Enterprise Partnership.
2. To appoint Beverley Hughes, Deputy Mayor as a representative of the GMCA to the Regional Leaders Board.

128/17 GREATER MANCHESTER STRATEGY REFRESH

The Mayor introduced a report providing the refreshed Greater Manchester Strategy (GMS) which will be developed with communities at the centre of its ambitions. Designing policies with the engagement of residents was central to unlocking the key objectives of the strategy. It is also important that the strategy recognised the different life stages of residents in GM, with a focus on social as well as economic outcomes.

He further added that the next stage of the strategy development would include developing the principles into practices with each of the GMCA's Portfolio Leads and bringing individual priorities to future meetings of the GMCA for closer examination.

Councillor Richard Leese proposed an amendment to paragraph 2.1, with the need to be more explicit in terms of GM's commitment to climate change:

'A place at the forefront of action on climate change, with clean air and a flourishing natural environment'.

Councillor Kieran Quinn advised of a number of areas that should be strengthened, including internationalisation as a key to the growth of the economy, and the aspiration of creating an orbital transport link around GM, which was just as important as links to the regional centre.

Beverley Hughes highlighted the importance of emphasising the interdependencies of the individual elements of the strategy alongside the 10 priorities. In acknowledging that data was available to support the delivery of the Strategy, in developing Implementation Plans a range of performance indicators will need to be considered to push forward the delivery of ambitions.

Councillor Peter Smith reiterated the need to engage with communities, advising of the imperative of having the right people to develop the

Implementation Plan that can be delivered on a local level. He also emphasised the importance of changing the family life experience in a holistic way and the removal of barriers to achievement. Targets do need to be developed recognising the process to reach those overall aspirations.

Donna Hall reminded the meetings that outputs on a neighbourhood level and the relationship between the strategies collectively to deliver these outputs was important.

Councillor John Merry also reminded the meeting that the GM Strategy needs to be owned by the GM Local Authorities in addition to the GMCA to ensure delivery of its aspirations, adding that the 'asks' of Government do need to be clear in order to achieve the required outputs.

The Mayor reported that all schools should be encouraged to sign up to the school readiness principles as contained within the GM Strategy, in addition to the development of an outcomes framework to monitor the outputs of the GM Strategy.

In conclusion, members supported the above comments for incorporation into the strategy.

RESOLVED /-

1. That (subject to the changes to the narrative as discussed) the revised Greater Manchester Strategy be approved.
2. That authority be delegated to the Chief Executive, in consultation with the Mayor to approve the final changes to the GM Strategy, reflecting the above comments.
3. That it be agreed that additional public facing material on the GM Strategy be developed and that the strategy should be formally launched in early-Autumn.
4. That the GM Strategy Implementation Plan, also under development, linked to portfolio priority actions, be noted for submission to the GMCA on 29 September 2017.

129/17

GREATER MANCHESTER MOVING – 2017-21

Councillor Peter Smith, Portfolio Lead for Health and Social Care shared the final version of the Greater Manchester Moving Plan (2017-21), also considered by the Health and Social Care Partnership Board held earlier in the day, which aimed to promote physical activity to improve the physical and mental health of people in GM.

The Mayor commented that this was a good and positive strategy for promoting levels of activity as a pathway to better health and wellbeing. He

further announced the appointment of Chris Boardman as the Cycling and Walking Commissioner for GM and welcomed the support he will bring to this important agenda.

RESOLVED /-

1. That the GM Moving Plan for 2017-21 be endorsed and supported.
2. To continue to lead and support the implementation of GM Moving, further embedding physical activity within the work of GMCA, and to continue to work collaboratively with Greater Manchester Health & Social Care Partnership Board and Sport England through the MOU.
3. That the development of the Implementation Plan be supported.

130/17 TRANSPORT FOR GREATER MANCHESTER BOARD – APPOINTMENT OF NON EXECUTIVE DIRECTORS

The Mayor introduced a report seeking approval to extend the appointments of Mr Richard Paver, Mr Edward Pysden and Mr Les Mosco as Non-Executive Directors of Transport for Greater Manchester.

RESOLVED /-

1. That the short term extension of the appointments of Mr Richard Paver, Mr Edward Pysden and Mr Les Mosco as Non-Executive Directors of TfGM to 31 March 2018 be approved.
2. That authority be delegated to the Chief Executive of TfGM to formalise the terms of their re-appointment.

131/17 URBAN PIONEER AND NATURAL CAPITAL UPDATE

Councillor Alex Ganotis, Portfolio Lead for Green City-Region, introduced a report which provided members with an update on the progress of the Urban Pioneer Project, including how this may support delivery of the Mayors' ambition for a Green City Region. He added that the pilot project looked to create clean, safe places for inclusive growth and maximise GM's natural capital, and further suggested that the City of Trees initiative may be further practical project to help the sub region achieve wider ambitions around healthy lives and economic growth.

The Mayor echoed his comments that this project had great potential and could bring many benefits to GM.

RESOLVED /-

That the report be noted and the Urban Pioneer Project Plan be approved.

132/17 LOCAL ENERGY ADVICE PROGRAMME (LEAP) FOR FUEL POOR

Councillor Alex Ganotis, Portfolio Lead for Green City-Region, introduced a report which detailed an opportunity to initiate a free GM-wide Local Energy Advice Programme (LEAP) aimed at supporting the alleviation of fuel poverty in GM. He reported that Tameside Council had been a pilot for this scheme and that it was envisaged that this would be rolled out across GM.

The report also summarised 'Flexible Eligibility', the new element to Energy Company Obligation (ECO) funds, which are provided by utility companies to assist fuel poor residents.

Councillor Jean Stretton, Portfolio Lead for Equality, Fairness and Inclusion welcomed the report and informed members that Oldham Council had succeeded in reducing fuel poverty through their current programme and would welcome the new programme to support more families. Oldham staff will be participating in the programme and training.

RESOLVED /-

1. That the delivery of the proposed Local Energy Advice Programme (LEAP) across GM to assist fuel poor residents be agreed and the signing of a Memorandum of Understanding on LEAP be approved and supported.
2. That the proposed GM Flexible Eligibility Statement of Intent (SOI) be approved to enable GM to further assist vulnerable residents through ECO funds where appropriate and placed on the GMCA website, as required by BEIS.
3. To note that the statement has been developed in consultation with all 10 local authorities.

133/17 BREXIT MONITOR – MONTHLY REPORT

Councillor Richard Leese, Deputy Mayor and Portfolio Lead for Business & Economy, introduced a report which updated members on the key economic and policy developments in relation to the UK's decision to leave the European Union (EU). He added that the report demonstrates increasing levels of uncertainty due to an unstable UK economy and that unemployment figures for GM remained high, both of which were serious concerns for GM.

He advised that transitional arrangements post 2019, should be on a longer rather than shorter term transition, reiterating the need to be involved in the ongoing Brexit discussions.

The Mayor reiterated the sentiments in relation to Brexit discussions, adding that the meeting of Elected Mayors was still to take place and that he would

be pushing for the establishment of a Brexit Committee on a national and regional level.

RESOLVED /-

That the July Brexit Monitor be noted.

134/17 LOCAL GROWTH FUND APPLICATIONS

Councillor Richard Leese, Portfolio Lead for Business and Economy, introduced a report which provided details of business cases for four schemes, seeking funding from the Local Growth Fund 3. These schemes were recommended to the GMCA approval by the GM Local Enterprise Partnership (GMLEP) on 17th July 2017. He further commented that there was not sufficient capital for the skills system going forward, and that it would be necessary for GM to press for other funding opportunities.

The Mayor informed members that the Digital Summit had been held in June, with representatives from the skills sector which had highlighted the need for greater emphasis on children and schools around digital skills and the existing workforce to provide increased opportunities in higher education for skills conversion courses.

Beverley Hughes suggested that the cyber innovation hub project could have potential links to the work GM Police was undertaking into cyber and digital crime.

Councillor Peter Smith advised that funding had now been secured to implement the Health and Social Care Information Management and Technology Strategy.

RESOLVED /-

1. That the Skills Capital Strategic Outline Business Case (gateway 1) be approved that it be agreed that the applications process should be launched in August 2017.
2. That the Digital Skills Outline Business Case (gateway 2) be approved as a portfolio scheme and that authority be delegated to the GMCA Treasurer, in consultation with the Portfolio Lead Member for Skills & Employment and the Portfolio Lead Member for Digital City Region. Gateway 3, to sign-off for individual elements.
3. That the International Screen School Manchester Full Business Case (gateway 3) be approved and that it be agreed that a grant should be offered subject to the following conditions being met prior to drawdown of funds:
 - o Finalisation of detailed scheme costings

- MMU Board approval of the Business Case and confirmed commitment to the capital sums required to deliver the scheme.
 - Appointment of the construction contractor
 - Sign off that the project is State Aid compliant
4. That the Cyber Innovation Hub business case (Gateway 3) be approved and that it be agreed that a grant agreement should be issued to Manchester City Council, subject to agreement of the operating model of the Cyber Hub.
 5. That the development of a full business case for the Productivity Programme be noted and submitted to the GMCA on 29 September.
 6. That the addition of the Local Growth Fund 3 spend on Skills Capital, Cyber Hub and Screen School to the GMCA capital programme be approved.

**135/17 GREATER MANCHESTER EMPLOYER ENGAGEMENT
FRAMEWORK**

Councillor Sean Anstee, Portfolio Lead for Skills, Employment & Apprenticeships, introduced a report which updated members on the development of an Employer Engagement Framework across GM partners. He reported that long term dialogue was crucial to the success of employer engagement and that there were already strong links within the business community which could be used to further strengthen engagement with SME and independent businesses.

He further re-iterated the value of work experience, as evidence shows that a person is more likely to enter work or further education following this opportunity.

The Mayor was concerned about some of the context of the report which indicated that on average 40% of children in GM were not school-ready when going to Reception, and that 47% left school without a GCSEs. This was a significant challenge that would need to be addressed in multiple ways across a number of workstreams. Councillor Sean Anstee added that these figures represented GM averages, in some places the situation was much worse.

He also highlighted the opportunities created in attracting businesses to the region with a wide ranging accessible workforce with inherent skills.

Beverley Hughes further added that in promoting the 'The Mayor Employment Charter', the contribution of the public sector as a significant employer should be included.

RESOLVED /-

1. That the proposed five key employer engagement priorities be noted.
2. That the progress made to date in moving towards 'excellent employer engagement' be noted.
3. That the areas for immediate focus within each Priority over the next 6 months, as highlighted in Section 4 of the report, including the alignment and support for The Mayor Employment Charter, be noted.
4. That an Action Plan be developed for each element above which will set out key partners and lead which will be presented at GMCA in September/October 2017.

136/17 TRANSPORT FOR THE NORTH AND RAIL NORTH

Councillor Richard Leese, Deputy Mayor, introduced a report requesting the GMCA to re-affirm its decision to become a constituent authority of Transport for the North (TfN) and to consent to the making of regulations to establish TfN as a statutory Sub-National Transport Body (STB).

He drew members' attention to section 4.6 of the report, which reflected a late change from the Department for Transport stating that Combined Authority representatives on Transport for the North must be elected Mayors. Representations will be made to Government on the basis that those Combined Authorities with devolved powers should be able to select their own representative to the Board rather than it being prescribed by the Department for Transport.

The Mayor reminded members of the recent announcement of the Government's decision to move forward with Cross Rail 2 and the impact on schemes in the north of England including HS2, Northern Powerhouse Rail, Leeds-Manchester electrification and the Northern Hub was highlighted, with further discussions to be held with Government seeking reassurance of the investment required to progress these crucial schemes.

As a consequence a 'Northern Rail Summit' has been scheduled for the 23 August 2017, which would provide the opportunity for both the public and business sectors to discuss the implications and next steps for rail in the north.

Councillor Richard Leese concurred with the Mayor's points, and added that the Northern Powerhouse needs large scale transport infrastructure and commitment from Government to ensure it can reach its potential. He reminded the meeting that a Public Inquiry reports on the Northern Hub had now been with Ministers for 2 years. The Department for Transport had also commissioned a report from Steer Davies Gleaves which had been concluded but not yet released. He also highlighted the impact of underinvesting in rail

which has led to safety issues surrounding platforms 13 & 14 at Piccadilly due to overcrowding, the Chair of Network rail has advised that the Leeds – Manchester electrification required track and signal improvements.

In supporting comments, Councillor Sean Anstee added that the pace of conception to delivery of schemes needs to be expedited, together with the use of future technology to develop ambitious transport schemes

Councillor Jean Stretton also reminded colleagues that there was not a fair spread of resources with priority given to spend on infrastructure schemes in the South East of England rather than the North of England.

In conclusion the Mayor suggested that the issues be further debated at the GMCA on 29 September following the Northern Rail Summit on 23 August.

RESOLVED /-

1. That the decision of 29 July 2016 to become a constituent authority of a statutory Transport for the North (TfN) be reaffirmed.
2. That , subject to recommendation 3, to consent to the making by the Secretary of State of regulations under section 102E of the Local Transport Act 2008 to establish Transport for the North (TfN) as a Sub-national Transport Body (STB) and to TfN having such concurrent local transport functions as specified in paragraph 4.3 of this report.
3. That authority be delegated to the Chief Executive, in consultation with the Mayor and Deputy Mayor, to consent to the final draft of the regulations before they are laid before Parliament.
4. That TfGM be requested to consent (if required) to the draft regulation providing TfN with the concurrent PTE function under section 13 of the Railways Act 2005.
5. That the transfer of the membership of Rail North Ltd (RNL) to TfN, be agreed, subject to entering to an agreement with TfN preserving for GMCA rights equivalent to those under the RNL Members' Agreement.
6. That it be agreed to pay to TfN after the transfer an amount equivalent to the sums currently paid to RNL in respect of GMCA's membership of RNL.

137/17 GMCA REVENUE OUTTURN 2016/17

Councillor Kieran Quinn, Portfolio Lead for Finance & Investment, introduced a report informing members of the revenue outturn for 2016/17, the position

on reserves and seeking approval of the transfer of funds to earmarked reserves.

RESOLVED /-

1. That it be noted that the GMCA transport revenue outturn position for 2016/17 is in line with budget after transfers to earmarked reserves.
2. That the GMCA Economic Development and Regeneration revenue outturn position for 2016/17, which shows a favourable position of £1.311 million after transfers to earmarked reserves, be noted.
3. That the contribution to earmarked Economic Regeneration and Development reserves, as summarised in paragraph 3.1 of the report, be approved.
4. That the contribution to earmarked transport reserves, as summarised in paragraph 5.1, be approved.
5. That it be noted that the TfGM revenue position for 2016/17 shows a favourable position of £0.090 million against budget, as detailed in paragraph 6.
6. That the position on reserves, as detailed in paragraph 7, be noted.
7. That it be noted that the final outturn position was subject to the completion of the annual external audit to be finalised by 30 September 2017 which will be reported to the GMCA Audit Committee at its meeting in September.

138/17 GMCA CAPITAL OUTTURN 2016/17

Councillor Kieran Quinn, Portfolio Lead for Finance & Investment presented a report informing members of the GMCA capital outturn for 2016/17.

RESOLVED /-

That the 2016/17 outturn capital expenditure compared to the forecast position presented to GMCA in January 2017 be noted.

139/17 GMCA CAPITAL UPDATE 2017/18

Councillor Kieran Quinn, Portfolio Lead for Finance & Investment ,introduced a report which provided the first quarterly update of the GMCA 2017/18 capital expenditure programme. He reported that appendix 1 summarised the capital programme for the year and the forecast outturn and that there should be a correction noted to the two lines of the table in relation to 'Other Metrolink Schemes' that should read, *Trafford Line – current forecast £44.413m*

(variance of £5.797m) and Metrolink renewal – current forecast £2.247m (variance of £0.7m) both of which have no impact on the bottom line forecast.

RESOLVED /-

1. That an increase to the capital budget of £71 million in connection with Skills Capital (Growth Deal 2 and 3), as detailed within paragraph 8.7, be approved.
2. That an increase to the capital budget of £15 million in connection with the International Screen School Manchester, as detailed within paragraph 8.11, be approved.
3. That an increase to the capital budget of £5 million in connection with the Cyber Innovation Hub, as detailed within paragraph 8.12, be approved.
4. That the current 2017/18 forecast compared to the 2017/18 capital budget be noted.

140/17 STOCKPORT TOWN CENTRE ACCESS PLAN PHASE 2B AND STOCKPORT BRIDGE

The Mayor introduced a report a report seeking full approval and the release of the necessary funding to enable the delivery of the Stockport Town Centre Access Plan Phase 2B scheme and the advanced bridge works.

Alex Ganotis, Leader of Stockport Council, provided the meeting with an overview of the works underway in Stockport Town Centre re-iterating the benefits to the transport system across GM in response to these improvements.

RESOLVED /-

That full approval for the Stockport Town Centre Access Plan Phase 2B scheme, including the advanced works package for Stockport Interchange Bridge and the associated release of £16.121 million and £3.730 million, respectively of funding from the Local Growth Deal budget to enable the delivery of the schemes, be approved.

141/17 GREATER MANCHESTER ROAD PERMIT SCHEME YEAR 4 PERFORMANCE UPDATE

The Mayor introduced a report which updated the GMCA on the fourth year operation of The Greater Manchester Road Activity Permit Scheme (GMRAPS) and provided a report which gave a financial forecast for the fifth year of operation.

RESOLVED

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1. That the financial review and forecasts, as set out in Section 2, be noted.
2. That, based upon the financial update, set out in Section 2, the scheme not be amended during year five of operation.

142/17 GREATER MANCHESTER INVESTMENT FRAMEWORK PROJECTS UPDATES

Councillor Kieran Quinn, Portfolio Lead for Finance & Investment introduced a report seeking GMCA approval for investments to AZoNetwork UK Limited and SGV (Salford) Limited. The report also provides an update on FPE Global and switchmybusiness.

RESOLVED /-

1. That that the funding applications by AZoNetwork UK Limited (investment of £500k) and SGV (Salford) Limited (loan of £2,000k) be conditionally approval and progress to due diligence.
2. That authority be delegated to the GMCA Treasurer and Monitoring Officer to review the due diligence information and, subject to their satisfactory review and agreement of the due diligence information and the overall detailed commercial terms of the transactions, to sign off any outstanding conditions, issue final approvals and complete any necessary related documentation in respect of the loans at a) above.
3. That the changes to the commercial terms in line with the updates provided on FPE Global and switchmybusiness as set out in the confidential part of the agenda be approved.

143/17 GREATER MANCHESTER HOUSING INVESTMENT FUND – ANNUAL REPORT

Eamonn Boylan introduced a report which informed members of the outturn position of the GM Housing Investment Loans Fund for 2016/17 and noted the position in relation to the indemnity entered into by each of the Local Authorities in relation to the GM Housing Investment Loan Fund.

RESOLVED /-

That the outturn position of the Git also be noted that there has been no requirement for the GM Local Authorities to account for any impairments as a result of the performance of the Fund.

144/17 GREATER MANCHESTER HOUSING INVESTMENT LOANS FUND – INVESTMENT APPROVAL RECOMMENDATION

Councillor Richard Leese declared an interest in relation to item 24 as a Board member of Manchester Life Developments.

Eamonn Boylan introduced a report seeking approval of the GM Housing Investment Loans Fund loans.

Councillor Richard Leese provided members with an overview of the impact of the Crusader Mill Works scheme, which was used by local artists, work was now underway to find them alternative space in East Manchester, as agreed by Department for Education, on a peppercorn rent basis. He further added that there was still unmet demand for residential developments for young professionals particularly in the city centre and Salford and that there will be continued re-investment into schemes once loan monies begin to be returned.

RESOLVED /-

1. That the GM Housing Investment Loans Fund loans in the table below, be approved

BORROWER	SCHEME	DISTRICT	LOAN
Capital & Centric (Cinnamon) Ltd.	Crusader Works	Manchester	£25,450,000
Casey Living Ltd.	Hulton Lane	Bolton	£950,000
Former Delph Chapel Ltd.	Delph Chapel	Oldham	£987,000
Hillcliffe Homes Ltd.	Harvey Street, Ince	Wigan	£664,000

2. That the use of £130,000 of City Deal receipts to provide additional mezzanine lending to Former Delph Chapel Ltd, noting that this investment will be subject to the approval of the Homes and Communities Agency to be obtained through the GM Housing Investment Board be approved.
3. That Manchester City Council be recommended to approve the above and prepares and effects the necessary legal agreements in accordance with its approved internal processes.

145/17 EXCLUSION OF PRESS AND PUBLIC

Members noted that the commercially sensitive information contained in Items 27 and 28 Greater Manchester Investment Framework Projects Update and Greater Manchester Housing Investment Fund – Investment Approval recommendations was taken as read during consideration of the Part A Greater Manchester Investment Framework Projects Update (minute ref 142 & 143/17 refers) and for this reason the exclusion resolution was not moved.

**146/17 GREATER MANCHESTER INVESTMENT FRAMEWORK AND
CONDITIONAL PROJECT APPROVALS**

CLERK'S NOTE: This item was considered in support of the Part A Greater Manchester Investment Framework Projects Update at minute 142/17 above.

**147/17 GREATER MANCHESTER HOUSING INVESTMENT LOANS
FUND – INVESTMENT APPROVAL RECOMMENDATION**

CLERK'S NOTE: This item was considered in support of the Part A Greater Manchester Investment Framework Projects Update at minute 143/17 above.

Report To:	EXECUTIVE CABINET
Date:	30 August 2017
Executive Member/ Reporting Officer:	Cllr J M Fitzpatrick - First Deputy (Performance and Finance) Ian Duncan – Assistant Executive Director (Finance)
Subject:	REVENUE MONITORING – QUARTER 1 2017/18
Report Summary:	<p>This report shows that at Quarter 1 the overall net service projected outturn revenue position for 2017/18 is £5.830m in excess of budgeted resources.</p> <p>The Director of People forecast outturn is £5.987m in excess of budget due to demand on service provision in Children’s Social Care. Specific mention of the management of this budget is included in the report.</p> <p>The Director of Place forecast outturn is £1.410m in excess of budget due to cost pressures and lower than anticipated income in Environmental Services and Asset and Investment Management Partnership.</p> <p>The Director of Governance and Resources will generate additional income during the year, coupled with the effect of staff turnover and restrictions in spending, which leads to a forecast of expenditure to be within budget by £1.566m.</p> <p>The budget for corporate costs is currently forecast to be £3.753m under budget for 2017/18 largely due to the release of operational contingencies.</p> <p>The overall forecast outturn position for the Council is currently a net position of £2.077m in excess of budget, as set out in Table 1.</p> <p>Given this difficult start to the financial year, strong budget management is required across the Council to ensure that its financial plans are achieved, and to ensure that the Council is able to control budgetary pressures and deliver required savings in the medium term.</p>
Recommendations:	<ol style="list-style-type: none">1) That the forecast revenue outturn position is noted.2) That the detail for each service area is noted and that Directors be required to identify measures to ensure expenditure is maintained with the approved budget for the year.3) That the changes to revenue budgets as set out in Appendix A are approved.4) That the position on the s75 Integrated Commissioning Fund be noted and that the temporary support of £5m be met from the earmarked reserve for Care Together.
Links to Community Strategy:	Budget is allocated in accordance with the Community Strategy.
Policy Implications:	Budget is allocated in accordance with Council Policy.

**Financial Implications:
(Authorised by the Section
151 Officer)**

This first monitoring report for the current financial year forecasts that expenditure will exceed the approved budget. Services areas need to take action to address many of the issues that are leading to these budget pressures. If these pressures cannot be contained, or savings identified elsewhere, the forecast outturn position for 2017/18 is likely to result in a call on reserves which will reduce the resources available to the Council for future investment.

The Medium Term Financial Strategy (MTFS) for the period 2017-2020 identifies significant savings requirements for 2018/19 and 2019/20. Budget pressures and overspends in 2017/18 will inevitably lead to an increase in the level of savings required in future years.

**Legal Implications:
(Authorised by the Borough
Solicitor)**


There is a statutory duty to ensure the Council sets a balanced budget and that it is monitored to ensure statutory commitments are met.

Risk Management:

Failure to properly manage and monitor the Council's budgets will lead to service failure and a loss of public confidence.

Access to Information

The background papers relating to this report can be inspected by contacting the report writer, Heather Green, Finance Business Partner by:

 Telephone: 0161 342 2929

 e-mail: heather.green@tameside.gov.uk

1 INTRODUCTION

- 1.1 This is the first revenue monitoring report of the 2017/18 financial year. The report summarises the projected revenue outturn position for service areas of the Council by 31 March 2018.
- 1.2 Details of the various sections and Appendices within the report are shown below:
- **Section 2:** Changes to the budget since February 2017.
 - **Section 3:** A summary of the budget and revenue financial position for Service areas.
 - **Section 4:** A summary of the budget pressures facing Children's Social Care.
 - **Section 5:** Council Tax, Business Rates collection performance and write offs.
 - **Section 6:** Commentary about the financial challenges in the local health and social care economy.
 - **Section 7:** Recommendations.
 - **Appendix 1:** Details the changes to the Council's in-year revenue budget since February 2017.
 - **Appendix 2:** Details for each Directorate showing the revenue outturn position and explanations for significant budget variances.
 - **Appendix 3:** Analysis of the Council Tax and Business Rates collection performance.
 - **Appendix 4:** Business Rates, Council Tax and Sundry Debtor Accounts written off.
 - **Appendix 5:** Summary of the Month 3 revenue position and forecast 2017/18 outturn for the local health and social care economy.
- 1.3 This report details the Council's projected revenue outturn position for 2017/18 against the approved budget for the year and shows the net of income and expenditure as a variation to budget.
- 1.4 Also included within the report are details for those budgets that are held corporately and the projected outturn position. These budgets include the cost of capital financing, democracy and where service areas are unable to affect spend against budget e.g. AGMA costs.
- 1.5 Separate tables, which break down the budget variations into elements of expenditure and income, are included in **Appendix 2**, to show how Directorates are utilising their allocated funding.

2 SUMMARY OF CHANGES TO THE BUDGET

- 2.1 There has been a transfer of budget between services since the budget report in February 2017. This change is detailed in **Appendix 1**.

3 SUMMARY OF THE FINANCIAL POSITION

- 3.1 This report shows that at Quarter 1 the overall projected net revenue expenditure for services for the 2017/18 financial year is expected to be £5.830m in excess of budgeted resources. The projected outturn revenue position by service area is summarised in Table 1.
- 3.2 The overall forecast position for the Director of People is net expenditure of £5.896m in excess of budget, primarily due to the forecast outturn for Children's Social Care. Further details are set out in section 4 of this report.
- 3.3 The overall forecast position for the Director of Place is net expenditure of £1.410m in excess of budget, primarily within Environmental Services and Asset and Investment Partnership Management. Budget pressures have arisen due to lower than anticipated income across a number of services and additional cost pressures in respect of building repairs and maintenance, and highways risk management works.
- 3.4 The Director of Governance, Resources and Pensions is reducing the overall forecast service position due to anticipated savings and additional income of £1.566m.
- 3.5 In addition to service budgets, there are corporate budgets which are held to pay for corporate costs such as levies, loan debt etc. as well as the means to cope with in-year volatility. It is currently forecast that this will be £3.753m under budget. This is primarily due to the release of corporate contingencies which had been held to offset unforeseen expenditure or other risks.
- 3.6 The overall forecast outturn position for the Council is currently a net position of £2.077m in excess of budget, as set out in Table 1.

Table 1 – Projected outturn revenue position for 2017/18

Directorate	Service	2017/18 Budget £000	Forecast Outturn £000	Variation to Budget £000
People	Children's Social Care	35,192	41,088	5,896
People	Education	3,385	3,583	198
People	Adult and Early Intervention Services ¹	44,307	44,200	(107)
	Total Director of People	82,884	88,871	5,987
Place	Asset and Investment Partnership Management	5,977	6,783	805
Place	Environmental Services	40,869	41,438	569

¹ Net of the £5.365m Adult Social Care Grant announced in the spring budget on 8 March 2017.

Place	Development Growth and Investment	2,109	2,094	(15)
Place	Digital Tameside	1,909	1,901	(8)
Place	Stronger Communities	7,730	7,788	58
	Total Director of Place	58,594	60,004	1,410
Public Health	Director of Public Health	16,708	16,708	0
Governance and Resources	Director of Governance, Resources and Pensions	9,652	8,086	(1,566)
	TOTAL SERVICE POSITION	167,838	173,669	5,830
Governance and Resources	Corporate Costs, Capital and Financing and Other Cost Pressures	9,558	5,805	(3,753)
	Total Corporate Position	9,558	5,805	(3,753)
	TOTAL	177,396	179,474	2,077

3.7 The revenue position now reported needs to be considered in the context of the Council's Medium Term Financial Strategy (MTFS). An updated MTFS was presented to Full Council on the 28 February 2017 and detailed the remaining gap to be addressed by 2019/20 as summarised in Table 2. Unless effective mitigating strategies can be put in place during this year then the forecast net expenditure for 2017/18 will lead to an increase in the level of savings required in 2018/19 and 2019/20.

Table 2 - Medium Term Financial Strategy 2017- 20 (extract)

	2017/18 £000	2018/19 £000	2019/20 £000
Total Resources	(169,269)	(163,485)	(157,592)
Total Spending Plans	177,396	182,718	185,043
Additional Council Tax Income	(8,127)	(10,983)	(13,019)
Remaining Gap to be addressed	0	8,250	14,432

4 CHILDREN'S SOCIAL CARE

4.1 Children's services have been subject to an unprecedented demand on service provision since the 2017/18 Council budget was approved in February 2017. Despite the inclusion of £9.3m of additional funding in 2017/18, there is currently a £5.9m projection of expenditure in excess of budget by 31 March 2018.

4.2 Children's Services remains a high risk area to the Council and therefore the latest information is reported here. The majority of the projected additional net expenditure relates to placements within independent sector provision, of £5.0m. Table 3 illustrates the external placements by type and average weekly cost based on the forecast as at the end of the quarter. It is currently estimated that on average there will be an additional 68 children in need placements over and above the number of placements estimated when the 2017/18 budget was approved in February.

Table 3 – External Placements cost as at June 2017

External Placements	Estimated Annual Additional Placements	Average Rate Per Week	Projected Additional Cost at M3
		£	£ m
Fostering	35	773	1.4
Residential	16	3,310	2.8
16 +	11	975	0.6
Unaccompanied Asylum Seeking Children	6	773	0.2
Total	68		5.0

4.3 However, since the end of the quarter further analysis has been done and whilst the projection of numbers of children in these placements has remained the same, analysis has shown that the average cost of placements have increased. In addition, the weekly cost of 4 independent sector placements have also increased since the budget was approved. This equates to a projected increase of £0.6m in the current financial year. Table 4 analyses this movement.

Table 4 – Changes to forecast since end of June 2017

Revision to forecast since the end of Quarter 1	£m	Residential	Fostering	16 +	UASC
Existing Placements Cost Increases	0.6	3	-1	1	
Existing Placements Ending	(0.3)	1	3	1	
Existing Placement - TBC if TMBC Children's Services Liability	(0.1)			1	
Placements Not Reported at Month 3	0.1		3	2	2
New Placements Since Period 3	0.3	2	3	2	
Revised Assumption to Forecast Placements	0.1				
Total	0.7	6	8	7	2

4.4 Tameside MBC is a member of the Placements North West commissioning arrangement, which seeks to minimise the market spend, however framework prices are sometimes being exceeded across all LA areas. Providers increasingly charge additional fees (eg. for complex cases or additional input) and the lack of available placements is driving market prices up.

4.5 The weekly placement cost for children placed in external residential care is expensive and can exceed £3,000 per week. A continual review of external placements is facilitated to ensure children are receiving the appropriate care and support which has been commissioned together with the opportunity to reduce the fees levied for the care and support provided. This is co-ordinated by the Placement Panel which is chaired by AED Children and includes finance and commissioning in the membership. There are now more

than 30 children in external placements costing more than £3,000 per week at a total annualised cost of more than £7m.

- 4.6 The £9.3 million of additional funding in the 2017/18 budget included investment to support the recruitment of additional Social Workers to support the increased demand in caseloads. The initial 2017/18 budget assumed whole service caseloads of 2,050. The number of caseloads had increased to 2,632 by 30 June 2017. It should also be noted that the number of children looked after within these caseload totals has increased from 485 at December 2016 to 530 by June 2017, an increase of 45. Average caseloads are now around 22 per social worker, although the number of cases held by individual social workers can vary significantly and is dependent on experience and qualifications. Manageable caseloads is a key factor in the recruitment and retention of social workers and as caseloads reduce overall, it is expected that the permanent workforce will stabilise and allow quality to improve as required by the Ofsted recovery plan.
- 4.7 The projected net expenditure for 2017/18 includes provision for 54 whole time equivalent temporary Social Workers recruited via independent agencies. The Council has a strategy to reduce the number of Social Workers on independent agency contracts onto permanent contracts to improve the quality and stability of the establishment. There is also an average annual cost saving of approximately £6,500 per employee when comparing permanently employed Social Workers to those employed via an independent agency.
- 4.8 A group to review the Borough wide Early Help offer is being led by the Director of Population Health and seeks to reduce demand for service in the medium term. The service has and will be implementing initiatives to intervene early with families, and reduce service demand together with associated ongoing expenditure. These initiatives include:
- Edge of care service to work with families beyond standard working hours and offer direct intervention earlier in the life of the problem to avoid admission to care;
 - Recruitment of in-borough foster carers. Currently the service is predicting a net gain of nine fostering households in 2017-18. As part of the regional You Can Foster collaboration which will see a major advertising campaign in the autumn along with additional capacity in the fostering team which is in place in preparation, it is anticipated this figure should grow further;
 - Family group conferencing service has been running since quarter 3 of 2016-17, after additional investment in this service was agreed by the Executive Cabinet and is demonstrating clear success and efficacy. The service has a clear expansion plan to ensure maximum usage to reduce and divert the number of children entering the care of the Local Authority; and
 - From care to success. The transitions team to support our care leavers is in place and working to ensure that care leavers are well prepared for adulthood and minimise the risk of future involvement. The team is working well with housing providers and partner agencies.
- 4.9 Monitoring arrangements and procedures are in place relating to the performance and the associated budget of the service. A further update on the projected 2017/18 budget position will be reported to the Executive Cabinet during the autumn of 2017.

5 COUNCIL TAX AND BUSINESS RATES

- 5.1 The Business Rates Retention Scheme means that variations in the level of Business Rates income collected has a direct impact on Council resources. The level of Council Tax income collected remains an important area for the Council as any shortfall in the level of Council Tax income also has a direct impact on Council resources.

5.2 At Quarter 1 the level of Council Tax income is marginally under target collection rates and Business Rates are exceeding the target. Both areas will be closely monitored during the financial year and we continue to target income collection. **Appendix 3** includes two tables that show how the Council is performing against target collection rates in both Business Rates and Council Tax. **Appendix 4** provides a summary of irrecoverable debts written off in quarter 1.

6 CARE TOGETHER

6.1 Under Care Together a single body commissions health and social care services. The single commissioning function is made up from Tameside & Glossop Clinical Commissioning Group and Tameside Council. The Care Together vision is to significantly raise healthy life expectancy by focussing on health and care needs of communities with a view to achieving better prosperity, health and wellbeing and to deliver a clinically and financially sustainable health and social care service with the next five years.

6.2 On the financial front a first step last year was to enter into a section 75 agreement with Tameside and Glossop CCG to pool resources. For the current financial year a risk sharing arrangement has been included in the agreement. Under this arrangement the Council has agreed to put up to £5m in each of the next two years (2017/18 and 2018/19) in support of the CCG's QIPP savings target; this is conditional upon the CCG agreeing to a reciprocal arrangement in 2019/20 and 2020/21. Thereafter any variation from budget for both CCG and Council will be shared in the ratio 80:20 for CCG:Council. Financial risks for each organisation are capped (after the use of £5m) in 2017/18. The governance arrangements are that the Single Commissioning Management Team and the Single Commissioning Board receive regular budget monitoring reports and will agree mitigating actions as appropriate. The financial information in respect of council services provided to the single commissioning bodies is consistent with information included in the Council's budget monitoring reports albeit there can be timing differences between the two.

6.3 We will continue to produce a single consolidated finance report for the whole health and social care economy. The month 3 revenue position and forecast 2017/18 outturn is summarised in **Appendix 5**. The report is based on the latest available information and therefore shows updated forecasts to those that were reported to the Single Commissioning Board on 22 August 2017. The full year forecast and risk share position is also summarised in table 5 below. This is showing a projected year end deficit across the economy of £6.8m in 2017/18, after the application of the £5m non recurrent contribution from Tameside Council. Short and medium term options are being worked upon to minimise this position.

Table 5 – 2017/18 Whole Economy Forecast Outturn and Risk Share

	2017/18		
	Budget	Forecast	Variance
	£'000	£'000	£'000
Single Commission	486,227	497,983	(11,756)
ICFT	(24,506)	(24,506)	0
Total Whole Economy	461,721	473,477	(11,756)

Single Commission - Risk Share	£'000
TMBC - Non Recurrent Contribution	(5,000)

TMBC	(5,568)
CCG	(1,188)
Total	(11,756)

- 6.4 The full consolidated finance reports are considered by the Single Commissioning Board and can be found at:

<http://tameside.moderngov.co.uk/ieListMeetings.aspx?Committeeld=303>

7 RECOMMENDATIONS

- 7.1 As stated on the report cover.

APPENDIX 1:

Budget changes Quarter 1 – for approval

	Director of People £000	Director of Place £000	Public Health £000	Governance and Resources £000	Corporate Budgets, Capital Financing and Corporate Pressures £000	Total £000
Budget agreed at Feb 2017/18 Budget Report	83,116	58,362	16,708	9,652	9,558	177,396
<i>Virements of Budget</i>						
CCTV	(232)	232				0
Revised Budget – Q1 2017/18	82,884	58,594	16,708	9,652	9,558	177,396

Responsibility for CCTV transferred to the Director of Place on 1st April 2017. The budget of £232k is less than the current cost of providing the service. A decision regarding the future viability of the services needs to be considered.

The Chancellor's March 2017 budget awarded the Council £5.365m of Adult Social Care Grant for the 2017/18 financial year. It is expected that this grant will be spent in full during the 2017/18 financial year and therefore there is no overall impact on the net budget position.

APPENDIX 2

DIRECTOR OF PEOPLE

	2017/18 Budget £000	Outturn £000	Variation to Budget £000
A. Children's Social Care	35,192	41,088	5,896
B. Education	3,385	3,583	198
C. Adult and Early Intervention Services	44,307	44,200	(107)
TOTAL	82,884	88,871	5,987

A. CHILDREN'S SOCIAL CARE

Children's Social Care	£000
External Agency Placements - Residential/Fostering/16 + Placements and Internal Carer Payments	5,904
Further detail is set out in section 4 of the main report. The projected additional net expenditure relates primarily to placements within independent sector provision. It is currently estimated that there will be an additional 68 children in need of placements over and above the number of placements estimated when the 2017/18 budget was approved in February. In addition the weekly placement rate of 4 independent sector placements have increased since the budget was approved.	
Other minor variances	(8)
CHILDREN'S SOCIAL CARE TOTAL	<u>5,896</u>

B. EDUCATION

	£000
Employee Costs	
Expenditure is below budget on employee costs due to the vacant Head of Schools Performance & Standards position (£0.087m), the vacant Senior Education Psychologist post (£0.075m), some part year vacancies (£0.142m) and other minor variations under £0.050m.	(350)
Special Education Transport	
Expenditure is projected to be above budget due to an increase in the number of children receiving transport for the academic year 2016-17. The 2017-18 expected spend is based on the actual spend for the financial year 2016-17. A full review of this spend is currently being undertaken. There will be a tender review process for this service which will be completed by September 2017. The review of spend and tender review is expected to assist in reducing these costs, although this is not currently reflected in the forecast outturn.	222
Other Expenditure	
Other Expenditure is above budget due to external provision being required to deliver the statutory service for Education Psychology (£0.050m) as there is a vacancy in the service. There are cost pressures in services which are no longer being recharged to Academy Schools - this will be offset in year with staff savings and will be addressed longer term through service review.	81
The traded service for Education Psychology has seen a significant reduction in buy in this financial year. As a result of this spend will be below budget (£0.119m) due to a reduction in the use of associates and overheads which is offset against the reduction in income as stated below. There are other minor variations under £0.050m.	
Grants & Other Contributions	(15)
Minor Variations Under £0.050m	
Non-Academy Schools Income	
Income is less than budgeted for Non Academy Schools due to a reduction in the buy in from schools to the Education Psychology Traded Service (£0.106m), Behaviour for Learning & Inclusion Service (£0.048m) and to the Equality, Multicultural and Access Team (£0.043m). There are other minor variations under £0.050m.	210
Academy Schools Income	41
Minor Variations Under £0.050m	
Sales, Fees & Charges	8
Minor Variations Under £0.050m	
Other Income	1
Minor Variations Under £0.050m	
EDUCATION TOTAL	<u>198</u>

C. ADULT AND EARLY INTERVENTION SERVICES

	£000
There have been delays in recruiting vacant posts; costs are projected to be incurred effective September 2017.	(374)
There is currently a forecast net overspend on Residential and Nursing budget. This is as a result of an increased placement profile. Care Home placements are only considered once all other care options have been exhausted This position tends to fluctuate throughout the financial year depending on individual client circumstances.	188
Direct Payment take-up has declined over the past 12 months, additional support is being commissioned using the Adult Social Care transformation monies in order to promote the use of Direct Payments locally in line with national expectations	(161)
Transport related expenditure including staff mileage and transport to day centres is forecast to be lower than expected.	(52)
Costs associated with externally provided out of borough specialist day care services is forecast to be higher than budget due to unexpected demand growth.	366
Other Minor Variations under £0.050m	(74)
Adults and Early Intervention Total	<u>(107)</u>

DIRECTOR OF PLACE

	2017/18 Budget £000	Outturn £000	Variation to Budget £000
D. Asset and Investment Partnership Management	5,978	6,783	805
E. Environmental Services	40,869	41,438	569
F. Development Growth and Investment	2,109	2,094	(15)
G. Digital Tameside	1,909	1,901	(8)
H. Stronger Communities	7,730	7,788	58
TOTAL	58,594	60,004	1,410

D. ASSET AND INVESTMENT PARTNERSHIP MANAGEMENT

Corporate Landlord	£000
The variation is due to essential structural building maintenance and repairs across the estate. This is as a result of the outcome of statutory assessments. A review of works needs will be carried out to prioritise essential spend only to address this £381k. This spend includes Heggibottom Mill flood damage which is estimated to be approximate £59k.	440
Income anticipated to be less than budget across the following areas: <ul style="list-style-type: none"> • Loss of Industrial estate income where units are vacant £147k • Estates income expected to be less than budgeted due to reduction of work in chargeable buildings £59k 	206
Unbudgeted security costs for Cromwell School.	43
Other individual minor variations of under £0.050m.	87
Catering	
Minor variations.	29
ASSET AND INVESTMENT PARTNERSHIP MANAGEMENT TOTAL	<u>805</u>

E. ENVIRONMENTAL SERVICES

Environmental Services	£000
Expenditure anticipated to be less than budget as a result of delayed recruitment following various service re-designs across Environmental Services. It is anticipated that all posts will be filled as soon as possible.	(302)
Expenditure anticipated to be in excess of budget in Waste Services for transport related costs to cover additional Blue and Brown Bin collections £126K. Savings are anticipated from the Levy to offset this increase. Other minor expenditure variations across Environmental Services £45k	171
Expenditure anticipated being in excess of budget in Highways on Risk Management works that are required to reduce risk of third party claims. A review of this needs to be undertaken to address the issue.	550
Income anticipated to be less than budget in the following areas across Environmental Services:	
<ul style="list-style-type: none"> • Highways - Utility Control Fee Income £71k. This is due to a reduction in requests from the Utility Companies. • Traffic Operations Fee Income £55K. There has been a reduction in this type of work. • Ashton Market Ground £185k – The reduction in income is due to the redevelopment of the market. This is a transitional reduction in income budgets will be reviewed to look for savings to offset this. • Other minor variations across Environmental Services £12k 	323
Income anticipated being in excess of budget in Civil Engineering Service, for works carried out on construction related projects.	(152)
Savings being planned	(21)
ENVIRONMENTAL SERVICES TOTAL	<u>569</u>

F. DEVELOPMENT GROWTH AND INVESTMENT

Development Growth and Investment	£000
Expenditure	
Expenditure less than budget as a result of delayed recruitment following various service re-designs across Development Growth and Investment. It is anticipated that vacant posts will be filled as soon as possible.	(111)
Other individually minor expenditure variations across the service	155
Income	
Unbudgeted one off grant funding from Salford City Council - to deliver GM Commitments in relation to Employment & Skills.	(69)
	136
Income less than budget for Building Control service Higher than anticipated income - planning fees	(67)
Other minor variations (income below budget) across the service	43
Higher than anticipated income from the Agency Service provided to deliver the Disabled Facilities Grant funded capital scheme 2017/18	(60)
Other minor variations (income in excess of budget) across the service	(42)
DEVELOPMENT GROWTH AND INVESTMENT TOTAL	<u>(15)</u>

G. DIGITAL TAMESIDE

Digital Tameside	£000
Minor variations	(8)
DIGITAL TAMESIDE TOTAL	<u>(8)</u>

H. STRONGER COMMUNITIES

Stronger Communities	£000
<p>There has been a 2017/18 revenue budget transfer from the People Directorate to the Place Directorate in respect of the Council's CCTV Operations. Based on current contract values and expenditure levels there is approximately a £56k funding gap. There may be further costs associated with the potential movement of cameras which is yet to be determined and will be more apparent at Q2. A decision regarding the future viability of the service needs to be considered.</p>	56
<p>The Tameside Resettlement Scheme supports the Council's overall aim to promote independence, by supporting homelessness prevention, hospital discharge processes, re-ablement, the prevention and reduction of harm and Troubled Families. It provides access to essential household items, assistance with rent in advance or removal costs. The Scheme had a 23% increase in demand in 2016/17 resulting in a forecast increase in expenditure for 2017/18. Further to this, the provider of the furniture and fittings element of the Scheme has increased its prices by 11% with effect from 1st June 2017 resulting in a further increase in expenditure for 10 months of the financial year.</p>	80
<p>One-off savings due to delays in filling vacant posts across the service.</p>	(74)
<p>Other non-pay efficiencies across Stronger Communities.</p>	(4)
STRONGER COMMUNITIES TOTAL	<u>58</u>

DIRECTOR OF PUBLIC HEALTH

I. DIRECTOR OF PUBLIC HEALTH

	2017/18 Budget £000	Outturn £000	Variation to Budget £000
Director of Public Health	16,708	16,708	0
TOTAL	16,708	16,708	0

Public Health	£000
Employee vacancies (April – August 2017)	(144)
Early Intervention Initiatives (in partnership with Children’s Services)	144
PUBLIC HEALTH TOTAL	<u>0</u>

DIRECTOR OF GOVERNANCE AND RESOURCES

J. DIRECTOR OF GOVERNANCE AND RESOURCES

	2017/18 Budget £000	Outturn £000	Variation to Budget £000
Director of Governance and Resources	9,652	8,086	(1,566)
TOTAL	9,652	8,086	(1,556)

Director of Governance and Resources	£000
On-going restrictions in recruitment and delays in the implementation of Service redesign have resulted in an expenditure level of £ 658k under budget in relation to employee costs across the service.	(658)
Continuing restrictions in expenditure and efficiencies across the service have resulted in an expenditure level of £785k under budget in respect of supplies and services.	(785)
Increased income generation as a result of an increase in summons fee costs to offset cost of recovery action	(129)
Prediction of a minor under recovery in respect of Fee income	6
Director of Governance and Resources Total	<u>(1,566)</u>

CORPORATE BUDGETS

	2017/18 Budget £000	Outturn £000	Variation to Budget £000
Corporate Costs, Capital and Financing and Other Cost Pressures	9,558	5,805	(3,753)
TOTAL	9,558	5,805	(3,753)

Corporate Budgets	£000
Corporate Costs include a range of central functions including Insurance, AGMA and Coroners costs and the cost of Democracy. Also included are budgets to cover the cost of the capital programme.	
The 2017/18 budget assumed additional borrowing of £30m from 1 April 2017. No additional borrowing has yet been undertaken during 2017/18. The forecast	(330)

outturn assumes this additional borrowing will be required from 1 October 2017.

The 2017/18 budget included operational contingencies to cover unforeseen expenditure. It is proposed that this contingency is released to partially offset the forecast overspend in Children's services. (3,423)

CORPORATE BUDGETS TOTAL **(3,753)**

APPENDIX 3

The tables below detail how the Council is performing against target collection rates in both Business Rates and Council Tax for the first three months of 2017/18. Arrears are pursued and recovery of current year arrears will continue in future years.

<u>Council Tax In-year Collection Performance 2017/18</u>				
	Cash Collected £m	Cash Collected %	Cash Target %	Variation %
April 2017	10.077	10.36	10.45	-0.09
May 2017	18.884	19.39	19.30	+0.09
June 2017	27.470	28.16	28.30	-0.14

<u>Business Rates In-year Collection Performance 2017/18</u>				
	Cash Collected £m	Cash Collected %	Cash Target %	Variation %
April 2017	10.134	16.95	11.00	+5.95
May 2017	15.601	26.29	20.00	+6.29
June 2017	21.226	35.71	30.00	+5.71

APPENDIX 4

Business Rates, Council Tax and Sundry Debtor write offs

IRRECOVERABLE DEBTS OVER £3000

1 April 2017 to 30 June 2017

Note individuals are anonymised

REF:	DEBT:	FINANCIAL YEAR(S)	BALANCE	REASON
16678650	Council Tax	2008 - 2009 £521.45 2009 - 2010 £1629.28 2010 - 2011 £669.23 2011 - 2012 £1669.23 2012 - 2013 £649.40	£6138.59	Bankruptcy order granted 30/06/2014
COUNCIL TAX		SUB TOTAL - Bankruptcy	£6138.59	
16435351	Council Tax	2013 - 2014 £238.88 2014 - 2015 £784.80 2015 - 2016 £1011.72 2016 - 2017 £920.12	£2955.52	Individual Voluntary Arrangement 03/11/2016
COUNCIL TAX		SUB TOTAL - Individual Voluntary Arrangement	£2955.52	
16196925	Council Tax	CH Wrightcare Supported Lodgings Ltd Flat 7 209/211 Mossley Road Ashton under Lyne OL6 6LX	2012 - 2013 £894.44 2013 - 2014 £1019.42 2014 - 2015 £946.40 2015 - 2016 £961.72 2016 - 2017 £615.58	£4437.56 Company Dissolved 12/11/2016
COUNCIL TAX		SUB TOTAL - Company Dissolved	£4437.56	
COUNCIL TAX IRRECOVERABLE BY LAW			£13,531.67	
65429622	Business Rates	Wha Wha Ltd 40 Staveleigh Mall Ladysmith Centre Ashton under Lyne OL6 7JJ	2011 - 2012 £6564.70 2012 - 2013 £11841.70	£18,406.40 Company Dissolved 26/07/2016
BUSINESS RATES		SUB TOTAL - Company Dissolved	£18,406.40	
65064735	Business Rates Anonymised as an individual	2014-2015 £2321.21 2015 - 2016 £26255.61 2016 - 2017 £11319.44	£39,896.26	Bankruptcy order granted 15/02/2017

BUSINESS RATES		SUB TOTAL – Personal Bankruptcy	£39,896.26	
65525346	Business Rates	Vale Trading Estate LLP Tameside Projects Furnace Street Dukinfield SK16 4JA	2010 – 2011 £21,830.87 2011 – 2012 £21,333.36 2012 – 2013 £22,213.00 2013 – 2014 £22,843.50 2014 – 2015 £23,377.00	£111,597.73 Personal Bankruptcy, unable to pursue by law
65535633	Business Rates Anonymised as an individual	2013 – 2014 £2617.94 2014 – 2015 £4008.91 2015 – 2016 £4085.51	£10,712.36	Personal Bankruptcy, unable to pursue by law
BUSINESS RATES		SUB TOTAL – Personal Bankruptcy, unable to pursue by law	£122,310.09	
BUSINESS RATES IRRECOVERABLE BY LAW			£180,612.75	
7037681	Overpaid Housing Benefit	2011 – 2012 £8803.62 2012 – 2013 £1369.61	£10,173.23	Individual Voluntary Arrangement 30/04/2014
7083017	Overpaid Housing Benefit	2014 – 2015 £8542.46	£8542.46	Individual Voluntary Arrangement 22/02/2017
7152919	Overpaid Housing Benefit	2014 – 2015 £5259.49	£5259.49	Individual Voluntary Arrangement 09/09/2014
7147966	Overpaid Housing Benefit	2014 – 2015 £4498.91	£4498.91	Individual Voluntary Arrangement 27/05/2015
7106143	Overpaid Housing Benefit	2015 – 2016 £7817.17	£7817.17	Individual Voluntary Arrangement 26/10/2016
Overpaid Housing Benefit		SUB TOTAL - Individual Voluntary Arrangement	£36,291.26	
7104873	Overpaid Housing Benefit	2014 – 2015 £3359.65	£3359.65	Bankruptcy order 21/04/2016

7024322	Overpaid Housing Benefit	2011 – 2012 £3325.98	£3325.98	Bankruptcy order 19/08/2011
7029071	Overpaid Housing Benefit	2013 – 2014 £14,749.08	£14,749.08	Bankruptcy Order 22/09/2016
Overpaid Housing Benefit		SUB TOTAL – Personal Bankruptcy	£21,434.71	
7189791	Overpaid Housing Benefit	2015 – 2016 £12,343.67	£12,343.67	Debt Relief Order granted 09/11/2015
7163254	Overpaid Housing Benefit	2014 – 2015 £3042.89	£3042.89	Debt Relief Order granted 12/12/2014
Overpaid Housing Benefit		SUB TOTAL – Debt Relief Order	£15,386.56	
OVERPAID HOUSING BENEFIT IRRECOVERABLE BY LAW			£73,112.53	

DISCRETION TO WRITE OFF OVER £3000

1 April 2017 to 30 June 2017

Note individuals are anonymised

REF:	DEBT:	FINANCIAL YEAR(S)	BALANCE	REASON
7139602	Overpaid Housing Benefit	2015 - 2016 £3157.43	£3157.43	Absconded, no trace.
7031056	Overpaid Housing Benefit	2011 – 2012 £7107.91	£7107.91	Absconded, no trace
Overpaid Housing Benefit		SUB TOTAL – Absconded, No Trace	£10,265.34	
OVERPAID HOUSING BENEFIT DISCRETIONARY WRITE OFF			£10,265.34	
507396	Sundry Debts Property Accounts	SS70954539 14/08/2008 £4241.44 SS70968619 03/10/2008 £3582.22 SS70988084 06/01/2009 £3037.10	£10,860.76	Recovery Exhausted
451293	Sundry Debts Property Accounts	SS71027698 26/03/2009 £1447.50 SS75301132 08/04/2009 £734.70 SS75304867 12/05/2009 £741.54 SS71044383 03/06/2009 £598.11 SS71045162 10/06/2009 £1266.78 SS71097521 11/11/2009 £1816.49	£6605.12	Recovery Exhausted
Sundry Debts		SUB TOTAL – Recovery Exhausted	£17,465.88	

4002911	Sundry Debts Residential Care Charges	60814003 03/11/2015 £2311.47 60930754 07/03/2016 £5595.44 61004773 05/04/2016 £1327.26	£9234.17	Deceased, no estate
Sundry Debts		SUB TOTAL – Deceased, no trace	£9234.17	
SUNDRY DEBTS DISCRETIONARY WRITE OFF			£26,700.05	

SUMMARY OF UNRECOVERABLE DEBT OVER £3000		
IRRECOVERABLE by law	Council Tax	£ 13,531.67
	Business Rates	£180,612.75
	Overpaid Housing Benefit	£ 73,112.53
	Sundry	Nil
	TOTAL	£267,256.95
DISCRETIONARY write off – meaning no further resources will be used to actively pursue	Council Tax	Nil
	Business Rates	Nil
	Overpaid Housing Benefit	£10,265.34
	Sundry	£ 26,700.05
	TOTAL	£36,965.39

APPENDIX 5:

Care Together – Month 3 Revenue position and forecast 2017/18 outturn

	Year to Date (Month 3)			Year End			Movement	
	Budget	Actual	Variance	Budget	Forecast	Variance	Previous Month	Movement in Month
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Single Commission	125,057	125,039	18	486,227	497,983	(11,796)	(6,783)	(4,973)
ICFT	(6,781)	(6,993)	(212)	(24,506)	(24,506)	0	0	0
Total Whole Economy	118,276	118,046	(194)	461,721	473,477	(11,796)	(6,783)	(4,973)

Single Commission - Risk Share	£'000	£'000	£'000
TMBC - Non Recurrent Contribution	(5,000)	(5,000)	0
TMBC	(4,739)	(309)	(4,430)
CCG	(1,210)	(1,474)	264
Total	(11,796)	(6,783)	(4,973)

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Report To:	EXECUTIVE CABINET
Date:	30 August 2017
Executive Member/Reporting Officer:	Cllr Jim Fitzpatrick - First Deputy (Performance & Finance) Ian Duncan– Assistant Director (Finance)
Subject:	CAPITAL MONITORING QUARTER 1 2017/18
Report Summary:	<p>This report summarises the capital monitoring position at 30 June 2017 based on information provided by project managers.</p> <p>The report shows projected capital investment of £70.458m by March 2018.</p> <p>Some schemes will be delivered earlier or later than planned, as set out in the report.</p>
Recommendations:	<p>Members are asked to recommend to Council via Cabinet to APPROVE the following:</p> <ul style="list-style-type: none">(i) The reprofiling to reflect up to date investment profiles(ii) The changes to the Capital Programme(iii) The updated Prudential Indicator position <p>Members are asked to NOTE:</p> <ul style="list-style-type: none">(i) The current capital budget monitoring position(ii) The resources currently available to fund the Capital Programme(iii) The current position in regards to compulsory purchase orders (CPOs) and indemnities(iv) The updated capital receipts position(v) The timescales for review of the Council's three year capital programme
Links to Community Strategy:	The Capital Programme ensures investment in the Council's infrastructure is in line with the Community Strategy.
Policy Implications:	In line with Council Policies.
Financial Implications:	These are the subject of the report. In summary:
(Authorised by the Section 151 Officer)	<ul style="list-style-type: none">• The forecast outturn is £70.458m compared to the project budget of £86.462m.• Re-profiling of £15.584m into the following year(s) to match expected spending profile has been requested. <p>Demand for capital resources exceeds availability and it is essential that those leading projects ensure that the management of each scheme is able to deliver them on plan and within the allocated budget.</p> <p>The Council's three year capital programme for 2017/18 to 2019/20 is currently being reviewed. A revised three year programme will be considered by the Executive in the Autumn to ensure alignment with the Council's priorities.</p>

Legal Implications:
(Authorised by the Borough Solicitor)

It is a statutory requirement for the Council to set a balanced budget. It is important that the capital expenditure position is regularly monitored to ensure we are maintaining a balanced budget and to ensure that the priorities of the Council are being delivered.

Risk Management:

Failure to properly manage and monitor the Council's budget will lead to service failure and a loss of public confidence.

Access to Information:

The background papers relating to this report can be inspected by contacting Heather Green, Finance Business Partner by:



phone: 0161 342 2929



e-mail: heather.green@tameside.gov.uk

1. INTRODUCTION

- 1.1 This is the first capital monitoring report for 2017/18, summarising the position as at 30 June. There will be three further monitoring statements during 2017/18. All Capital Monitoring reports are submitted to the Strategic Planning and Capital Monitoring Panel, Executive Cabinet and Overview (Audit) Panel.
- 1.2 The report incorporates an update on major capital schemes and an update on Compulsory Purchase Orders (CPOs), indemnities, and potential liabilities.

2. KEY POINTS

- 2.1 The current forecast is for service areas to have spent £70.458m on capital investment by March 2018, which is £16.004m less than the current programmed spend.
- 2.2 This is detailed in section 3 of the report, explanations are also provided for capital projects with a projected variation of £0.100m or above over the life of the project.
- 2.3 Section 3 also details schemes with an in-year variation in excess of £0.100m and seeks approval to re-profile the capital expenditure of the project. An explanation for the need to re-profile the capital expenditure is also provided.
- 2.4 Table 1 below provides a high level summary of capital expenditure by service area.

Table 1: Overall capital monitoring statement April-June 2017

CAPITAL MONITORING STATEMENT – JUNE 2017				
	Annual Budget	Actual	Projected Outturn	Projected Outturn Variation
	£000	£000	£000	£000
<u>PEOPLE</u>				
Children's	125	72	125	0
Active Tameside	10,174	34	4,975	(5,199)
<u>PLACE</u>				
AIPM	36,964	7,226	32,215	(4,749)
Stronger Communities	454	122	454	0
Development & Investment	3,321	664	1,902	(1,419)
Digital Tameside	1,340	42	1,181	(159)
Education	15,626	1,148	11,294	(4,332)
Engineering Services	10,909	446	10,859	(50)
Environment & Operations	1,250	257	1,204	(46)
Transport	6,289	3,792	6,249	(39)
Exchequer	10	0	0	(10)
Total Services	86,462	13,803	70,458	(16,004)
<u>Corporate and Contingencies</u>				
Corporate resources	4,983	0	0	(4,983)
Longdendale ITS	8,289	0	0	(8,289)
TOTAL	99,733	13,803	70,458	(29,276)

- 2.5 It is proposed that the capital investment programme is re-profiled to reflect current information. Proposed re-profiling of £15.584m into the next financial year is identified within the individual service area tables below.
- 2.6 Table 2 below shows the current Resources funding the 2017/18 capital programme. The resourcing structure, however, is not final and the Assistant Director (Finance) will make the best use of resources available at the end of the financial year.

Table 2: Funding statement 2017/18

Resources	£000
Grants & Contributions	30,137
Revenue Contributions	731
Corporate:	
- Prudential Borrowing	17,323
- Reserves / Capital Receipts	51,542
Total	99,733

3. CAPITAL EXPENDITURE TO DATE AND PROJECTED OUTTURN 2017/18

- 3.1 This section of the report provides an update of capital expenditure to date along with details of re-profiling to be approved in this report and the overall projected outturn position of the Capital projects. Where variances of £0.100m and over are anticipated over the life of the scheme an explanation is also provided.

Education

- 3.2 The table below outlines the projected investment for Education services. An explanation has also been provided for the requested re-profiling.

Table 3: Detail of Education Capital Investment Programme

Education Capital Programme Statement					
Capital Scheme	2017/18 Budget	Actual to date	Projected Outturn	Projected Outturn Variation	Re-profiling to be approved
Unallocated Funding Streams	7,742	36	4,574	(3,168)	(3,080)
Aldwyn Primary Additional Accommodation	2,247	0	1,420	(827)	(827)
Cromwell Enhancements	1,636	0	1,636	0	
Alder Buy Out Fitness Centre	1,000	0	1,000	0	
Primary Capital Programme - Russell Scott	256	0	256	0	
St George's Ce Primary School	197	0	197	0	
Hollingworth Kitchen & Dining Refurbishment (UIFSM 2)	178	6	178	0	
Corrie Primary School Boiler Replacement	126	0	126	0	
Livingstone Remodelling/Extension	125	0	125	0	
Wildbank Primary School - Main Scheme	120	0	120	0	
Waterloo Boiler And Heat Emitters	119	0	0	(119)	

Cromwell M&E Upgrade	114	0	114	0	
Arlies Fan Convectors, Controls And Radiator Covers	110	0	110	0	
Broadoak Primary External Areas	100	0	100	0	
St Anne's Denton Flat Roofs	100	0	100	0	
Broadbent Fold Primary School Boiler And Heater Replacement	97	0	97	0	
St John's CE Dukinfield	92	0	92	0	
Oakdale Primary School Boiler Replacement	84	0	84	0	
St James' CE Ashton - Remodel Main Entrance, Toilets And Admin	73	0	73	0	
St James' Ashton H&S	65	0	65	0	
Buckton Vale Primary School Boiler Replacement	62	0	62	0	
St James' Hattersley - Additional Classroom	60	0	60	0	
Other Minor Schemes	924	1,106	706	(218)	
Total	15,626	1,148	11,294	(4,332)	(3,907)

Table 3b: Education Capital Investment Programme – Re-profiling

Explanation of Re-profiling at Quarter 1			
Service Area	Capital Project	Explanation for Re-profiling	Amount £000
Education	Aldwyn Additional Accommodation	Contractual negotiations are ongoing with a current delay of around one month but there are still a number of outstanding issues to resolve. The Council is currently working on a contingency plan for an alternative route to procurement in case the issues with the TIP cannot be resolved.	(827)
Education	Unallocated Funding Streams	The Council is at the start of its programme to increase secondary school places. This work will be funded from the Basic Need Grant. These additional places are mostly at PFI and Academy schools for the start of the 2018/19 school year and were never going to be delivered this financial year. Feasibility studies and project development are currently underway. The issues for the Council are to secure agreement on the detailed proposals with the schools and ensure the costs represent value for money. It is therefore requested that £3.080m of this funding is re-profiled into 2018/19.	(3,080)

Table 3c: Education Capital Investment Programme – Variation

Explanation of Variation at Quarter 1			
Service Area	Capital Project	Explanation for Variation	Amount £000
Education	Waterloo Boiler and Heat Emitters	All schemes which have not progressed or where there wider issues are being reviewed and other schools are coming forward with higher priority schemes which require investment. The Waterloo scheme will not be progressed and funding will be reallocated to higher priority school condition schemes.	(119)

Children’s Services

3.3 The table below outlines the projected investment for Children’s services. At present no re-profiling is required.

Table 4: Detail of Children’s Services Investment Programme

Children’s Services Capital Programme Statement					
Capital Scheme	2017/18 Budget	Actual to date	Projected Outturn	Projected Outturn Variation	Re-profiling to be approved
Purchase of Two Children’s Homes	125	72	125	0	0
Total	125	72	125	0	0

Stronger Communities

3.4 The table below outlines the projected investment for Stronger Communities. At present no re-profiling is required.

Table 5: Detail of Stronger Communities Capital Investment Programme

Stronger Communities Capital Programme Statement					
Capital Scheme	2017/18 Budget	Actual to date	Projected Outturn	Projected Outturn Variation	Re-profiling to be approved
Supporting customer experience and contact	1	0	1	0	0
Libraries in the 21st century	445	118	445	0	0
Street art in the community	8	4	8	0	0
Total	454	122	454	0	0

Active Tameside

- 3.5 The table below outlines the projected investment for Active Tameside. An explanation has also been provided for the requested re-profiling.

Table 6: Detail of Active Tameside Capital Investment Programme

Active Tameside Capital Programme Statement					
Capital Scheme	2017/18 Budget	Actual to date	Projected Outturn	Projected Outturn Variation	Re-profiling to be approved
Active Tameside Wellness Centre & Wider Investment	10,174	34	4,975	(5,199)	(5,200)
Total	10,174	34	4,975	(5,199)	(5,200)

Table 6b: Active Tameside Capital Investment Programme – Re-profiling

Explanation of Re-profiling at Quarter 1			
Service Area	Capital Project	Explanation for Re-profiling	Amount £000
Active Tameside	Active Tameside Wellness Centre and Wider Investment	The planning application for the Denton Wellness Centre will be submitted in September 2017 with construction programmed to begin in January 2018. The Council will need to pay costs in relation to land transfer, achieving planning permission and a proportion of construction cost from January 2018.	(5,200)

Asset Investment Partnership Management (AIPM)

- 3.6 The table below outlines the projected investment for AIPM. An explanation has also been provided for the requested re-profiling.

Table 7: Detail of Asset Investment Partnership Management (AIPM) capital programme

AIPM Capital Programme Statement					
Capital Scheme	2017/18 Budget	Actual to date	Projected Outturn	Projected Outturn Variation	Re-profiling to be approved
Opportunity Purchase Fund (individual approval required)	500	0	0	(500)	(500)
Mottram Showground	159	1	159	(0)	0
Dukinfield Crematoria clock tower	54	31	55	1	0
Vision Tameside	28,077	7,182	23,837	(4,240)	(4,240)
Public Realm	2,491	12	2,491	(0)	0
Document scanning	158	0	158	0	0

Prep of outline planning applications / review of playing field provision	116	0	116	0	0
Tame Street emergency generators	9			(9)	
Purchase of Freehold, Whitelands Road Ashton	5,399	0	5,399	0	0
Total	36,964	7,226	32,215	(4,749)	(4,740)

Table 7b: AIPM Capital Investment Programme – Re-profiling

Explanation of Re-profiling at Quarter 1			
Service Area	Capital Project	Explanation for Variation	Amount £000
AIPM	Opportunity Purchase Fund	This allocation requires individual bids, No bids are currently anticipated in this financial year.	(500)
AIPM	Vision Tameside	The original expenditure profile for this scheme was based on payments being made at specified milestones throughout the project. The timing of these milestones is now expected to differ from original projections, although the overall timescales for completion of the project have not changed.	(4,240)

Development and Investment

3.7 The table below outlines the projected investment for Development and Investment. An explanation for requested re-profiling is provided below.

Table 8: Detail of Development and Investment Capital Programme

Development and Investment Capital Programme Statement					
Capital Scheme	2017/18 Budget	Actual to date	Projected Outturn	Projected Outturn Variation	Re-profiling to be approved
Ashton Market Hall Incubator Units	3	0	3	0	0
Ashton Old Baths	379	314	379	0	0
Ashton Town Centre And Civic Square	1,560	(2)	300	(1,260)	(1,260)
Disabled Facilities Grants	773	346	773	0	0
Godley Garden Village	259	0	100	(159)	(159)
Godley Hill Development and Access Road	110	0	110	0	(110)
Hyde Town Centre	23	0	23	0	0
Longlands Mill	21	0	21	0	0
St Petersfield	193	6	193	0	0
Total	3,321	664	1,902	(1,419)	(1,529)

Table 8b: Development and Investment Capital Programme – Re-profiling

Explanation of Re-profiling at Quarter 1			
Service Area	Capital Project	Explanation for Re-profiling	Amount £000
Development and Investment	Ashton Town Centre	This project is split into two Phases. Phase 1 is now almost complete. Phase 2 is scheduled to commence in 2018 and be complete in 2019. These timescales are in line with the VTP2 construction programme. The remaining budget therefore needs to be carry forward to contribute towards completing the public realm scheme in front of and around the new Shared Service Centre	(1,260)
Development and Investment	Godley Hill Road	The amount of rephasing is to ensure that the project, currently being developed, can be met from this budget.	(110)
Development and Investment	Godley Garden Village	Consultation work is currently being carried out along with initiatives to develop this grant funded scheme. The likely spend in 2017-18 is £100,000.	(159)

Digital Tameside

3.8 The table below outlines the projected investment for Digital Tameside. An explanation has also been provided for the requested re-profiling.

Table 9: Detail of Digital Tameside Capital Investment Programme

Digital Tameside Capital Programme Statement					
Capital Scheme	2017/18 Budget	Actual to date	Projected Outturn	Projected Outturn Variation	Re-profiling to be approved
Working Differently - IT hardware & software	271	19	271	0	0
ICT - Vision Tameside	822	5	822	0	0
Disaster recovery site	8	0	8	0	0
CCTV Fibre	178	0	20	(158)	(158)
Digital by design	60	18	60	0	0
Total	1,340	42	1,181	(158)	(158)

Table 9b: Digital Tameside Capital Investment Programme – Re-profiling

Explanation of Re-profiling at Quarter 1			
Service Area	Capital Project	Explanation for Re-profiling	Amount £000
Digital Tameside	CCTV Fibre	The CCTV Fibre work is dependent on other fibre infrastructure work which is expected to be completed in early 2018. The CCTV Fibre works are then expected to be completed during 2018/19.	(158)

Engineering Services

3.9 The table below outlines the projected investment for Engineering Services. An explanation has also been provided for the requested re-profiling.

Table 10a: Detail of Engineering Services Capital Investment Programme

Engineering Services Capital Programme Statement					
Capital Scheme	2017/18 Budget	Actual to date	Projected Outturn	Projected Outturn Variation	Re-profiling to be approved
Borough wide minor works	4	0	4	0	
Hospital Parking	950	0	950	0	
Ashton northern bypass - stage 2	100	0	50	(50)	(50)
Pothole funding	7	0	7	0	
Muse developments	15	0	15	0	
Lower Bennett street	16	0	16	0	
Junction improvements on/off at J23 M60	359	0	359	0	
Ashton town centre access improvements	189	0	189	0	
LED street lighting investment	2,305	22	2,305	0	
Highways maintenance funding	2,511	279	2,511	0	
Ashton-Stalybridge cycle route	225	0	225	0	
Denton link road	410	72	410	0	
Challenge funding	1,509	55	1,509	0	
Access to Metrolink Stops	300	0	300	0	
Hattersley Station passenger facilities	732	9	732	0	
Huddersfield narrow canal	325	4	0	(325)	
Ashton canal links	151	1	274	123	

Link to Velodrome	178	0	380	202	
Dukinfield corridor	117	3	170	53	
Whiteacre Road/Curzon Road junction improvements	53	0	0	(53)	
Henrietta St. Ashton	82	0	82	0	
Ashton public realm	300	0	300	0	
Misc schemes	71	0	71	0	
Total	10,908	446	10,859	(50)	(50)

Table 10b – details of Engineering Services Changes

Explanation of Changes at Quarter 1			
Service Area	Capital Project	Explanation for Re-profiling	Amount £000
Engineering Services	Huddersfield Narrow Canal	With the agreement of TfGM the Huddersfield Narrow Canal scheme is no longer taking place and the funding for this scheme has been reallocated to Ashton Canal Links and Link to Velodrome schemes.	(325)
	Ashton Canal Links		123
	Link to Velodrome		202

Environmental Services

3.10 The table below outlines the projected investment for Environmental Services. No re-profiling is required at this time.

Table 11: Detail of Environmental Services Capital Investment Programme

Environmental Services Capital Programme Statement					
Capital Scheme	2017/18 Budget	Actual to date	Projected Outturn	Projected Outturn Variation	Re-profiling to be approved
Guide Lane Former Landfill Site	441	243	441	0	0
Retrofit (Basic Measures)	322	0	322	0	0
Carbon Reduction - Invest To Save Schemes Approval Required	311	0	311	0	0
Total	1,074	243	1074	0	0

Operations

3.11 The table below outlines the projected investment for Operations. No re-profiling is required at this time.

Table 12: Details of Operations Capital Investment Programme

Operations Capital Programme Statement					
Capital Scheme	2017/18 Budget	Actual to date	Projected Outturn	Projected Outturn Variation	Re-profiling to be approved
Children's play	20	0	20	0	
Dukinfield park improvements	25	0	0	(25)	
Allotment railings and infrastructure improvement	63	14	63	0	
Sunnybank park - landscaping	2	0	2	0	
Highway replacement tree planting access works	3	0	3	0	
Rocher Vale & Hulmes and Hardy Wood	10	0	10	0	
War memorials	11	0	11	0	
Audenshaw environmental improvements	9	0	9	0	
Tree planting programme	30	0	10	(20)	
Silver Springs infrastructure improvements	2	0	2	0	
Total	176	14	130	(46)	0

Transport

3.12 The table below outlines the projected investment for Transport. No re-profiling is required at this stage.

Table 13: Detail of Transport Capital Investment Programme

Transport Capital Programme Statement					
Capital Scheme	2017/18 Budget	Actual to date	Projected Outturn	Projected Outturn Variation	Re-profiling to be approved
Light vans	39	0	0	(39)	
Procurement of 58 fleet vehicles	933	347	933	0	
Fleet replacement 17/18	2,256	405	2,256	0	
Refuse collection fleet	3,060	3039	3,060	0	
Total	6,289	3,792	6,249	(39)	0

4. COMPULSORY PURCHASE ORDERS, INDEMNITIES AND POTENTIAL LIABILITIES

Redmond Close

- 4.1 The occupants of 22 Redmond Close have voluntarily agreed that the Council can purchase their property.

Denton Link Road

- 4.2 A General Vesting Declaration (GVD) has been executed for land required within the CPO in relation to Denton Link Road and so the Council has now assumed responsibility for the same, by registering its legal title to the land with HM Land Registry.
- 4.3 The Council has completed a variation to the CPO Indemnity and Development Agreement to enable the delivery of the link road.

Hattersley CPO

- 4.4 The Council approved the making of a compulsory purchase order in respect of the one outstanding property in June 2015 in order to facilitate the final phase of the new District Centre for Hattersley and continues to work with its partners, Peak Valley Housing Association and the Homes and Communities Agency. Peak Valley Housing Association have indemnified the Council's CPO costs through a CPO Indemnity Agreement.

5 CHANGES TO THE APPROVED 3 YEAR CAPITAL PROGRAMME

- 5.1 There were no changes to the overall 2017/18 capital programme prior to the end of June 2017. A number of changes to the Education capital programme were agreed in July 2017 and these will be reflected in the quarter 2 monitoring report.
- 5.2 The Council's three year capital programme for 2017/18 to 2019/20 is currently being reviewed and will be considered by the Executive and Strategic Planning and Capital Monitoring Panel in the Autumn to ensure alignment with the Council's priorities.

6. CAPITAL RECEIPTS

- 6.1 With the exception of capital receipts earmarked as specific scheme funding, all other capital receipts are retained in the Capital Receipts Reserve and utilised as funding for the Council's corporately funded capital expenditure, together with any other available resources identified in the medium term financial strategy.

7. PRUDENTIAL INDICATORS

- 7.1 The CIPFA Prudential Code for Finance in Local Authorities was introduced as a result of the Local Government Act (2003) and was effective from 1 April 2004. The Code sets out indicators that must be demonstrated that the objectives of the Code are being fulfilled. The initial Prudential Indicators for 2017/18 and the following two years were agreed by the Council in February 2017. The Capital Expenditure indicator has been updated to reflect the latest position.
- 7.2 The latest Prudential Indicators are shown in **Appendix 1**.

APPENDIX 1

Prudential Indicators

Actuals v limits as at 5th July 2017

	Limit	Actual at 05/07/2017	Amount within limit
	£000s	£000s	£000s
Operational Boundary for External Debt	£211,546	£118,404	£93,143
Authorised Limit for External Debt	£231,546	£118,404	£113,143
Upper Limit for fixed	£215,058	£17,915	£197,143
Upper Limit for variable	£71,686	£88,505	£160,191
Capital financing requirement	£215,058	£189,253	£25,805
Capital expenditure	£99,733	£13,552	£86,181

Prudential Indicators

Gross borrowing and the capital financing requirement	CFR @ 31/03/17 + increase years 1,2,3	Gross borrowing at 05/07/2017	Amount within limit
	£215,058	£118,404	£96,654

Maturity structure for borrowing 2017/18

Fixed rate

Duration	Limit	Actual
Under 12 months	0% to 15%	5.30%
12 months and within 24 months	0% to 15%	0.27%
24 months and within 5 years	0% to 30%	0.89%
5 years and within 10 years	0% to 40%	4.37%
10 years and above	50% to 100%	89.18%

Report to:	EXECUTIVE CABINET
Date:	30 August 2017
Executive Member/Reporting Officer:	Cllr Jim Fitzpatrick – First Deputy (Performance and Finance) Ian Duncan – Assistant Director (Finance)
Subject:	TAMESIDE WORKS FIRST – PAYMENT TO SUPPLIERS
Report Summary:	<p>This report seeks agreement to standard payment terms to suppliers with an earlier payment to SME's within the borough.</p> <p>It also provides information on a .provides an update on an early payment initiative for all suppliers.</p>
Recommendations:	<p>Cabinet is asked to:</p> <ul style="list-style-type: none">(i) Confirm the continued application of the Local SME – 10 day payment term from the date of receipt of the invoice;(ii) Agree a standard term of 30 days from receipt of the invoice for all other suppliers;(iii) Note the progress on implementing the new payment arrangements for Premier Supply Service;(iv) To RECOMMEND to COUNCIL the addition to section 9.5 to the Council's Financial Regulations and Procedures:<ul style="list-style-type: none">2. <i>The S151 Officer may approve circumstances in which automatic goods receipting and payment can take place without the need for authorisation from an officer of the Senior Management Team.</i>
Links to Community Strategy:	The Early Payment programme will have an indirect link to the Community Strategy objectives by supporting the objective of a prosperous borough through prompt payment to the Council's suppliers.
Policy Implications :	This is the subject of the report.
Financial Implications : (Authorised by the Section 151 Officer)	There are no direct financial implications arising as a result of this report.
Legal Implications : (Authorised by the Borough Solicitor)	It is important that the council manages the payment of invoices effectively and efficiently – firstly to ensure that the Council is a good payer to suppliers and supports the economy and secondly to ensure that it is neither sued nor liable to pay interest on late bills. This reports sets out an expedient approach to do so.
Risk Management :	The refreshed payment arrangements will require all officers involved in the payment process to adhere to the new processes. To manage this all directorate management teams will be visited to explain the new processes and identify any concerns that may exist

Access to Information :

The background papers relating to this report can be inspected by contacting the report writer Sharon Powell:



Telephone: 0161 342 2851



e-mail: sharon.powell@tameside.gov.uk

1. BACKGROUND

- 1.1 Following the banking crisis which started in 2008 and the recession, which followed the Council introduced *Tameside Works First*, which contained a number of initiatives including the prompt payment of local suppliers i.e. within 10 days. Over the passage of time since its launch a variety of payment arrangements have crept into the Council's payment arrangements. In addition the national economy has improved although still showing some signs of fragility.
- 1.2 Whilst the recession in the national economy has been eliminated the public sector continues to face resource constraints. This is none more so than in local government as we face ahead of us our 8th and 9th year of grants cuts.
- 1.3 It is therefore opportune to review our current payment arrangements and at the same time assess whether any efficiencies can be introduced to assist with our austerity drive.
- 1.4 To put into context, the Council pays approximately 47,000 invoices per annum.

2. PROPOSAL

- 2.1 The Public Contracts Regulations 2015 were introduced in February 2015 in which regulation 113 requires that contracting authorities must have regard to this guidance in relation to payment of valid and undisputed invoices within 30 days. Members are therefore asked to agree that the standard term for payment to suppliers is 30 days from the receipt of the invoice, except in the circumstances set out in the proceeding paragraphs.
- 2.2 The Council wishes to continue its support for local businesses and therefore will continue to pay SME's within 10 days (from the date the invoice is received) that meet the definition below:
 - a local supplier is defined as someone who holds a postcode within the Tameside boundaries (this to be determined for companies as the registered office post code address and not a local branch/office within the borough)
 - an SME is as defined by the European Commission as a business or company that has:-
 - Micro business – employ fewer than 10 employees (with an annual turnover under £2 million);
 - Small business – employ fewer than 50 employees (with an annual turnover under £10 million);
 - Medium Business – employ fewer than 250 employees (with an annual turnover under £50 million).
- 2.3 In January 2017, an Executive Decision by the First Deputy was made to introduce an early payment arrangement with Oxygen Finance, subject to the formulation of a satisfactory business case. Under this initiative a supplier can join the Council's Premier Supply Service which will mean it will receive payment earlier than would otherwise be the case, in exchange for a rebate on the payment. This is a voluntary arrangement; suppliers can choose not to join. The rebate is shared between Oxygen Finance and the Council.
- 2.4 There can be situations that arise whereby an urgent payment or a variation to standard terms and conditions is needed. It is recommendation these decisions are delegated to the Council's S151 Officer or the Director of Pensions and Governance (Monitoring Officer) – the statutory Monitoring Officers.

- 2.5 In order to operate the Premier Supply Service there will need to be changes and improvements in the processes for paying suppliers. One of these is to permit automatic goods receipting and automatic matching of invoices in certain circumstances to speed up the process; this will require an addition to the Council's Financial Regulations and Procedures (section 9.5). It is recommended that the Council agrees the following addition:

Section 9.5:

2. The S151 Officer may approve circumstances in which automatic goods receipting and payment can take place without the need for authorisation from an officer of the Senior Management Team.

3. RECOMMENDATIONS

- 3.1 As set out on the front of the report

Report to:	EXECUTIVE CABINET
Date:	30 August 2017
Executive Member/Reporting Officer:	Councillor Jim Fitzpatrick - First Deputy (Performance and Finance) Ilys Cookson – Assistant Director (Exchequer Services)
Subject:	COUNCIL TAX DISCOUNT FOR CARE LEAVERS RESIDING IN TAMESIDE WITH A COUNCIL TAX LIABILITY AND AGED BETWEEN 18 AND 21 YEARS OLD.
Report Summary:	This report proposes a local Council Tax discount for care leavers residing in Tameside, considers available data on care leavers and outlines reciprocal arrangements between Greater Manchester (GM) Councils for the discount to apply (subject to eligibility) to any care leaver regardless as to which authority in GM provided care.
Recommendations:	It is recommended that: <ul style="list-style-type: none">i) A local discount is proposed under (s13A(1)(c) Local Government Finance Act 1992)ii) A discount of up to 100% of the Council Tax that is due, is awarded to care leavers who live in Tameside aged 18, 19 and 20 years, up to the date of their 21st birthday.iii) The discount be awarded after all other discounts, exemptions have been awarded where eligible.iv) Where there is a shared liability for the Council Tax due the discount will be apportioned appropriately.v) The discount will take effect from 01 September 2017 and care leavers who are liable for Council Tax after this date will be granted a discount from the date they occupy the property.vi) That there is discretion to backdate entitlement to 1 April 2017.vii) Where awarded the discount will remain in place until the care leaver reaches the age of 21 years old or ceases to be liable for Council Tax, whichever event occurs first.viii) A Council Tax bill will be issued which will detail the discount.ix) Should a discount be refused the reason for refusal will be notified to the applicant and Children's Services.x) The costs of the discount will be monitored during the first year of implementation and the scheme amended as required to support a Greater Manchester approach and policy.
Links to Community Strategy:	The award of Council Tax discounts links to a prosperous community by ensuring that those who are eligible to receive such reliefs do so.
Policy Implications:	The introduction of a new Council Tax discount scheme for care leavers will support this financially vulnerable group. Care leavers residing in Tameside who have a Council Tax liability and are aged between 18 and 21 years old, are eligible. This discount will be applicable to 0.02% of all Tameside charge payers and for this reason consultation has not taken place. The number of care

leavers residing in the borough at any one time will fluctuate and estimated costs for 2017/18 are estimated to be £36k. A reciprocal agreement is in place between Greater Manchester authorities where the discount will apply to any care leaver residing in GM. A common Greater Manchester policy is being considered for 2018/19.

**Financial Implications:
(authorised by Section 151
Officer)**

In the financial year ended 31 March 2017, the Council collected £92.9 million.

The proposed Council Tax Discount for Care Leavers is expected to cost approximately £36k per annum, which equates to approximately 0.03% of the total Council Tax collected in Tameside and is therefore considered to be negligible in the context of the total Council Tax yield.

**Legal Implications:
(authorised by Borough
Solicitor)**

Under the Local Government Finance Act 1992 and through local council tax support schemes there is flexibility to support vulnerable groups to help manage their council tax liabilities. Where local authorities choose to provide exemptions or discounts, the Department for Local Government and Communities expects this to be set out in their local offer.

It is an important part of this decision making process that Members read and consider the Equality Impact Assessment attached to this report before making their decision.

Whilst this decision relates to care leavers, which is right and proper under the Council's corporate parenting responsibilities, Members should be mindful that this flexibility extends to other vulnerable groups, and so the Council needs to ensure it has a clear rationale for all such groups to successfully withstand judicial or other challenge to its local offer.

Risk Management :

The risks are as set out in Section 8 of this report.

Access to Information :

The background papers relating to this report can be inspected by contacting Ilys Cookson, Assistant Director, Exchequer Services.



Telephone:0161 342 4056



e-mail: ilyc.cookson@tameside.gov.uk

1 BACKGROUND

- 1.1 Corporate parenting is a statutory function whereby children and young people are looked after by local authorities rather than their own parents for a variety of reasons. The children and young people who are 'looked after' by local authorities are considered to be a vulnerable group within society.
- 1.2 Every authority should seek the same outcomes for children and young people in care as every good parent would want for their own children, however nationally outcomes for this vulnerable group are generally poor, and local authorities have a responsibility to keep looked after children safe, well, and ensure their experiences in care are positive and to also improve their life chances as much as possible.
- 1.3 Managing a budget can be very challenging for most people on low incomes and particularly vulnerable young people as they transition into adulthood and adjust to living by themselves. Research advises that care leavers show significantly lower academic achievement, are more likely to be unemployed, to have mental health needs, be homeless and be disproportionately represented in prison. Many will have suffered abuse or neglect. Whilst the Council has positive arrangements to support these young people, they tend to leave home at a younger age and have more abrupt transitions to adulthood than their peers. Unlike many of their peers who normally remain in the family home, care leavers will often be living independently at age 18.
- 1.4 A key priority is to support young people in care to move successfully into adult life and financial support and assistance is often critical in young adulthood. The 'Staying Put' scheme is already in place which enables care leavers to stay with foster carers beyond the age of 18 and up to 21 years of age. The Council Tax Support scheme ensures that foster carers supporting a young person via the Staying Put scheme will not be assessed as having a non-dependant adult living in the household which is financially beneficial for the family unit.
- 1.5 A local authority has responsibility for a child in care up to the age of 21, and has further responsibilities up to the age of 25 where the care leaver is in full time education.

2 INTRODUCTION

- 2.1 In late December 2016, the Department for Communities and Local Government (DCLG) published a Council Tax Information Letter referring to the July 2016 Department of Education 'Keep on Caring' cross government care leaver strategy, which focussed on embedding a culture of corporate parenting across all parts of the local authority, and across the whole of society. The strategy set out the governments ambitions for care leavers and highlighted that each Council, under the Local Government Finance Act 1992, and through Council Tax Support Schemes, should be flexible to support this vulnerable group by offering discounts or exemptions from Council Tax.
- 2.2 A 2015 report by The Children's Society (The Wolf at the Door) suggests that care leavers are a particularly vulnerable group for Council Tax debt. It found that care leavers moving into independent accommodation and managing their own budget fully for the first time is challenging time for care leavers, and more so if they are falling behind on their Council Tax. The Children's Society report made a number of recommendations, including making care leavers eligible for Council Tax discount which would sit alongside a number of other financial support arrangements available to care leavers.
- 2.3 The Council has the discretion to reduce Council Tax liability for individuals or prescribed groups. This discretion is exercised in accordance with section 13A (1) (C) of the Local Government Finance Act 1992. It is important that the proposals set out in this report are seen in the context of an overall package of support offered to prepare care leavers for

independence and support them in the successful transition to adulthood and which is detailed at **Appendix 1**.

3 CURRENT POSITION

- 3.1 The definition of a care leaver is:
'A person who has been in the care of the local authority (looked after) for at least 13 weeks from the age of 14 and who was in care on their 16th birthday'.
- 3.2 A snapshot from the Council's Children's Services team shows that the Council had a responsibility for 132 care leavers up to the age of 21 years old, as at April 2017, and living in Tameside. A further 17 had been identified by Children's Services as being 21 years old.
- 3.3 An analysis was undertaken with regard to the information provided as follows and which is detailed in more detail at **Appendix 2**:
- 132 care leavers identified as being under 21 years old
 - 36 did have a Council Tax liability and of those:
 - 29 care leavers under the age of 21 had a liability to pay Council Tax;
 - 7 had their liability covered by a student discount or other exemption
 - 82 did not have a Council Tax liability and were aged under 21
 - 14 care leavers where Children's Services have advised of other living arrangements e.g. Staying Put and that no council tax liability exists.
- 3.4 A total of 29 care leavers under the age of 21 years old had a Council Tax liability and all of those liable to pay Council Tax currently reside in a Band A property with the exception of one residing in a Band B property. Of those liable to pay 2 had a partner, 20 were in receipt of a Single Person Discount. A total of 15 of those that had a Council Tax liability were in receipt of Council Tax Support.
- 3.5 There are currently 101,730 Council Tax properties and 29 care leavers represents 0.02% of all charge payers in the Borough. Based on the available information the estimated cost of a discount in 2017/18 is £24k for Tameside care leavers aged between 18 and 21 years old with a Council Tax liability.
- 3.6 None on the list provided were aged between 22 and 25 however local authorities have a duty of care up to age 25 where the young person is in continuing education. It is therefore difficult to provide an estimate of current costs without this information should a discount for care leavers be extended up to the age of 25 years old at a point in the future.
- 3.7 Information gathered in May 2017 from the Association of Greater Manchester Authorities (AGMA) indicates that 15 care leavers reside in Tameside from other Greater Manchester authority areas, with 14 of those being from Manchester and one from Rochdale. Given that this is a particularly transient group the numbers of care leavers residing in Tameside at any one time will be subject to change.
- 3.8 Table 1 details the number of Tameside care leavers residing in the following areas.

Table One: As at May 2017

Care Leavers aged 18-21	Number
Live in Tameside	105
Live in another GM Council	17
Live elsewhere in North West	5
Live outside of North West	5
Total	132

A total of 105 care leavers aged under 21 lived in Tameside as at May 2017 and 27 lived outside of Tameside. Exchequer Services have either checked each care leaver against the Capita system used by Exchequer Services to administer Council Tax, Housing Benefits and Council Tax Support, or have been advised by Children's Services that they have living arrangements where no council tax liability arises.

4 GREATER MANCHESTER POSITION

- 4.1 Within the context of national policy and the recently published Council Tax information letter (December 2016), a number of local authorities across Greater Manchester have adopted a policy position of not charging eligible care leavers for Council Tax. Four GM local authorities now offer a local discount to care leavers. They have reported that the number awarded and associated costs have been lower than they had initially anticipated (mainly due to the transience of this cohort). The remaining Greater Manchester councils are considering implementing a local discount either within the current financial year or ready for the 2018/19 financial year.
- 4.2 Consideration has been given to whether there should be a reciprocal agreement across GM authorities whereby the Council Tax discount is provided based on where the young person is currently liable for Council Tax. Although this does present some potential financial risks; in the main due to the transience of care leavers and the spread and availability of affordable housing and other opportunities across Greater Manchester, the initial view is that this reciprocal agreement would be a reasonable approach and would avoid the introduction of a complex tracking and re-charging model across and between councils. The reciprocal agreement gained approval in principle among Greater Manchester Treasurers prior to a GM Wider Leadership Team meeting in July 2017, which confirmed that a GM wide approach should be considered from 2018/19 and that a reciprocal agreement be in place for 2017/18.
- 4.3 This report proposes that the Council introduces a discount scheme for care leavers with a Council Tax liability aged between 18 and 21 years old and that the financial impact is monitored particularly in relation to care leavers from other councils living in the Borough.

5 LEGAL AND FINANCIAL IMPLICATIONS

- 5.1 Section 13A (1) of the Local Government Finance Act 1992 states that:

'Where a person is liable to pay Council Tax in respect of any chargeable dwelling and any day, the billing authority for the area in which the dwelling is situated may reduce the amount which he is liable to pay as respects the dwelling and the day to such extent as it thinks fit.'

- 5.2 This means that the Council has the power to reduce the liability for Council Tax in relation to an individual cases or classes of cases that it may determine. Any local discount granted by a local authority is funded in full directly by that local authority and central government does not contribute to any costs.
- 5.3 The Children's Act 1989, Children's Act 2004 and the Children and Young People Act 2008 place statutory obligations on the local authority as a corporate parent. The legislation and statutory guidance also sets out the role of the local authority in respect of looked after children, young people in transition and care leavers. Local authorities plans must ensure that looked after children have the support they need as they make their transition into adulthood. The local authority's statutory responsibility extends until they reach the age of 21, and the local authority has further responsibilities to those young people who are in full time education until the age of 25. However, like other GM authorities care leavers aged between 21 and 25 are not included in this proposal for 2017/18.

- 5.4 The total cost of a discount scheme cannot be determined precisely as the number of care leavers with a Council Tax liability at any one time cannot be predicted, nor the amount of national discounts and exemptions which may apply to care leavers residing in the Borough at any one time. Provision of a discount will result in a reduction in the level of collectable Council Tax and will be provided under Section 13(a) 1(c) of the Local Government Finance Act 1992.
- 5.5 Based on the information provided of the 29 Tameside care leavers aged 18 to 21, with a Council Tax liability to pay, the current total of all Council Tax liabilities as detailed in Section 3 is estimated to be £24k for 2017/18. This may increase if the care leaver's circumstances change and there may be care leavers from other GM authorities that now reside in Tameside. For costing purposes it has been estimated that 50% of any care leaver liable for Council Tax in Tameside will be in receipt of a Single Person Discount based on available evidence analysed. At the time of the analysis of care leavers residing in Tameside from other AGMA areas revealed that 15 resided in the Borough – almost 50% of the total of Tameside care leavers with a Council Tax liability and residing in Tameside. It is therefore prudent to consider that a forecast of costs for 2017/18 for care leavers discount including the reciprocal agreement with AGMA is estimated to be £36k.
- 5.6 While it is deemed to be good practice to consult on all proposed policies the Local Government Finance Act 1992 does not require consultation with regard to the implementation of a discretionary policy. It is widely recognised that care leavers are a particularly financially vulnerable group. The cost of the proposed scheme in 2017/18 is an estimated £36k which is negligible (0.03%) in relation to the cost of Council Tax collected each year which is in excess of £90m. It is therefore unlikely that residents would deem that this is not appropriate spend on this vulnerable group; the estimated cost of which is less than anticipated consultation costs with charge payers and other interested bodies. The proposed discount for this vulnerable group will not have any impact, either positive or negative, on other Council Tax payers. It is clear that should a GM policy be implemented in 2018/19 then full consultation should take place to determine the new scheme.
- 5.7 Section 16 of the Local Government Finance Act 1992 details a right of appeal if a person applying for a discretionary discount under Section 13a (1) (c) is refused. Appeals should be made in writing to Exchequer Services.

6 EQUALITY IMPACT ASSESSMENT

- 6.1 An equality impact assessment has been completed in respect of liable care leavers in Tameside. The Equality Act 2010 makes certain types of discrimination unlawful on the grounds of:

Age	Gender	Race	Gender reassignment
Disability	Maternity	Sexual orientation	Religion or belief
Marriage and civil partnership			

- 6.2 Section 149 of the Equality Act 2010 places the Council and all public bodies under a duty to promote equality. All public bodies are required to have regard to the need to:
- Eliminate unlawful discrimination.
 - Promote equal opportunities between members of different equality groups.
 - Foster good relations between members of different equality groups including by tackling prejudice and promoting understanding.
 - Eliminate harassment on the grounds of membership of an equality group.
 - Remove or minimise disadvantages suffered by members of a particular equality group.
 - Take steps to meet needs of people who are members of a particular equality group.

- Encourage people who are members of an equality group to participate in public life, or in any other area where participation is low.
- This specifically includes having regard to the need to take account of disabled people's disabilities.

6.3 The Act therefore imposes a duty on the Council which is separate from the general duty not to discriminate. When a local authority carries out any of its functions, the local authority must have due regard to the matters within the section of the Act outlined above. The Courts have made it clear that the local authority is expected to rigorously exercise that duty.

6.4 This EIA details how the impact of the proposal has been considered on the specified equalities groups. The Tameside population is 221,692 (latest census information) and Tameside care leavers aged between 18 and 21 years old with a Council Tax liability represents 0.01% of the population or 0.02% of all properties liable for Council Tax in Tameside (101,730 properties).

6.5 Compliance with the duties may involve treating some persons more favourably than others; but that is not to be taken as permitting conduct that would otherwise be prohibited by or under the Act.

6.6 A child or young person may be in care as a result of temporary or permanent problems facing their parents, as a result of abuse or neglect, or as a result of a range of difficulties, including not having a parent to care for them. National research indicates that this group of young people is significantly disadvantaged in a range of outcomes compared to their peers.

6.7 In accordance with our equality duty, this proposal will result in more favourable treatment being applied to care leavers living in Tameside in order to advance equality of opportunity, with the overall aim of removing financial barriers, resulting in increased opportunities for employment, education and or training as well as increase financial well-being and inclusion.

7 PROPOSED POLICY

7.1 In common with the four other GM local authorities that have introduced a policy and prior to consideration being given to a common policy and reciprocal agreement between AGMA authorities, the following is proposed:

A local discount is implemented under (s13A(1)(c) Local Government Finance Act 1992)

- i) A discount of up to 100% of the Council Tax that is due, is awarded to care leavers who live in Tameside aged 18, 19 and 20 years, up to the date of their 21st birthday.
- ii) The discount be awarded after all other discounts and exemptions have been awarded where eligible.
- iii) Where there is a shared Council Tax liability the discount will only be apportioned appropriately.
- iv) The discount will take effect from 01 September 2017 and care leavers who are liable for Council Tax after this date will be granted a discount from the date they occupy the property.
- v) That there is discretion to backdate entitlement to 1 April 2017.
- vi) Where awarded the discount will remain in place until the care leaver reaches the age of 21 years old or ceases to be liable for Council Tax, whichever event occurs first.
- vii) A Council Tax bill will be issued which will detail the discount.
- viii) Should a discount be refused, the reason for refusal will be notified to the applicant and Children's Services.
- x) The costs of the discount will be monitored during the first year of implementation

and the scheme amended as required to support a Greater Manchester approach and policy.

- 7.2 A robust process needs to be in place to ensure that Children's Services identify care leavers and notify Exchequer Services. Exchequer Services will then identify those residing in Tameside to ensure that a local Council Tax discount is applied to relevant care leaver's accounts wherever there is a liability to pay Council Tax. Children's Services may contact other Greater Manchester authorities Council Tax Services with details of care leavers residing outside of Tameside and elsewhere in the Greater Manchester area.
- 7.3 The success of the discount policy would be dependent on up to date information being received from Children's Services with regard to any change in circumstances i.e. reaching the age of 21 and over, which may impact on the care leaver's eligibility to receive a discount. An application process will be in place to be completed by the care leaver and verified by Children's Services across Greater Manchester in line with the reciprocal arrangement.

8 RISKS

- 8.1 There is a risk that the costs may increase if the number of care leavers increases or care leavers move into high Council Tax banded properties, however evidence from Children's Services analysed against the Capita Council Tax system does not support this.
- 8.2 The total cost of a discount scheme cannot be determined precisely as the number of care leavers that may reside in Tameside at any one time cannot be predicted, and therefore the amount of national discounts and exemptions cannot be accurately determined in respect of this liable category. In addition there will be care leavers from other Councils that may reside in Tameside.
- 8.3 The award of any Council Tax discount as determined will be dependent on Children's Services advising the Council Tax Service of the address of the care leaver and this will include notification from and to other Greater Manchester authorities.

9 CONCLUSION

- 9.1 It is clear that care leavers residing in Tameside should be supported by way of a local Council Tax discount to be put into place. Discretion to award a local discount is exercised in accordance with section 13A(1)(C) of the Local Government Finance Act 1992.
- 9.2 A snapshot of information of Tameside care leavers was taken in April 2017 resulting in 29 care leavers having a liability to pay Council Tax. This represents 0.02% of all Council Tax charge payers in the Borough. A snapshot of information on care leavers from other Greater Manchester authorities aged between 18 and 21 years old was taken in May 2017. This indicated at that time that 15 care leavers resided in Tameside.
- 9.3 Four Greater Manchester authorities have implemented a local Council Tax discount for care leavers. Agreement to award a discount to any care leaver residing in Tameside on a reciprocal arrangement with other Greater Manchester authorities was approved at the GM Wider Leadership Team in July 2017. The costs of the discount scheme in 2017/18, including, potential reciprocal costs, is estimated to be £36k or an estimated 0.03% of all estimated Council Tax collection.
- 9.4 An equality impact assessment has been completed and the proposal does positively impact on Council Tax payers who are care leavers and are aged between 18 and 21 years old. The proposal does not impact on other charge payers in the Borough.

- 9.5 A proposed policy is detailed at Section 7.1 of this report and risks associated with this are identified as being:
- The total cost of a discount scheme cannot be determined precisely as the number of care leavers who may reside in Tameside at any one time cannot be predicted and numbers will fluctuate throughout the year
 - The award of any Council Tax discount for care leavers aged between 18 and 21 years old will be dependent on Children's Services advising the Council Tax Service of the address of the care leaver, and this will include notification to and from other Greater Manchester Councils.

10 RECOMMENDATIONS

- 10.1 As set out on the front of the report.

APPENDIX 1

SUPPORT FOR CARE LEAVERS

Leaving Care Team:

Eligible care leavers are primarily supported via the Leaving Care Team. This is a dedicated team established to meet the local authority statutory duties and responsibilities to children and young people in its care who are eligible to receive a continued service as an 'eligible' care leaver in accordance with the Leaving Care Act 2000. The Leaving Care Team comprises Social Workers, Personal Advisors and a housing specialist and are co-located with other relevant services for young people e.g. 'Talent Match', 'Positive Steps', YOS and 'YouThink' – a sexual health service.

Young people in the care of Tameside transfer to the Leaving Care Team on or around reaching the age of 15 and 6 months when they qualify as 'eligible' care leavers and their formal Pathway Assessment of need will begin. Both the Social Worker and Personal Advisor will work with the young person, family and linked agencies to complete the Pathway Assessment and Pathway Plan before the young person reaches the age of 16 and 3 months.

Pathway Assessment:

The Pathway Assessment is a formal assessment of need based around the established Framework for the Assessment of Children in Need and their Families 2000. The assessment sets out the young person's developmental needs, parenting capacity and family and environmental factors which will impact upon the young person's transition to adulthood. Once the Pathway Assessment is completed, the Pathway Plan will be agreed setting out how all identified needs will be met and by whom.

Following completion of the initial Pathway Assessment and Plan, the Social Worker will continue to assess, visit, review and plan in accordance with the requirements set out by the DfE within: *The Children Act 1989: guidance and regulations*. When the young person reaches the age of 17, a named Personal Advisor is provided to begin to build a new empowering and enabling relationship with the young person. At around age 17 and 6 months, the Personal Advisor assumes responsibility for much of the day-to-day support / planning needs whilst the Social Worker continues to meet statutory needs in preparation for the end of the formal Social Work function.

Pathway Plan:

As part of the transition to adulthood planning and continued responsibilities post 18, all Pathway Plans consider the support and planning necessary to ensure a smooth transition at 18 which will include all appropriate accommodation options which can include Staying Put, Supported Lodgings, independent/semi-independent living, return to family, universal housing, university halls of residence, etc. Depending upon the accommodation route provided, a level of continued support may be provided within the placement to enable the young person to live safely in the community with the oversight and support of the Personal Advisor. From the age of 18 and, until aged 21 when generally eligibility to leaving care supports ceases (unless the young person is continuing in an agreed form of higher education or seeking support to access education), the Personal Advisor seeks to provide advice, participate in the assessment, preparation and implementation of pathway plans, by co-ordinating services, take reasonable steps so that care leavers make use of services, be informed about care leavers' progress and wellbeing. During this time, the care leaver will also be entitled to access all employment, health and support services available to other adult peers including statutory benefits, health, education, social housing and adult social care provision following assessment.

Transition Support Team:

The Transition Support Team provide support to care leavers who live in supported living accommodation. The programme is currently in the process of expanding this work further. Young in supported housing are encouraged and supported to aspire for the best for their future and to make good life choices and influence decisions about how they behave and what they do in their lives and the service will be provided over 7 days to ensure that young people have support out of traditional office hours.

APPENDIX 2

Analysis of care leavers as at April 2017

Care Leavers	Age 18 - 21	Sub total	Total
Total Liable for Council Tax	29	29	
Liable with a Student exemption	4	4	
Liable with a Severely Mentally Impaired exemption	3	3	
Total Liable for Council Tax			36
Not liable for CTAX (e.g. Social Services property)	9	9	
Non dependants and not liable	43	43	
Not resident in Tameside	26	26	
Not resident in Tameside – HMP	4	4	
Advised by Children’s Services living in Tameside in other arrangements e.g. Staying Put Not liable for Council Tax	14	14	
			96
Total	132	132	132

APPENDIX 3

EQUALITY IMPACT ASSESSMENT

Subject / Title	Council Tax Discount for Care Leavers
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Service Unit	Service Area	Directorate
Revenues	Exchequer	Governance, Resources and Pensions

Start Date	Completion Date
June 2017	August 2017

Lead Officer	Ilys Cookson
Service Unit Manager	Karen Milner
Assistant Executive Director	Ilys Cookson

EIA Group (lead contact first)	Job title	Service
Ilys Cookson	Assistant Executive Director	Exchequer
Karen Milner	Operational Lead	Exchequer

PART 1 – INITIAL SCREENING

An Equality Impact Assessment (EIA) is required for all Key Decisions that involve changes to service delivery. All other changes, whether a Key Decision or not, require consideration for the necessity of an EIA.

The Initial Screening is a quick and easy process which aims to identify:

- *those projects, policies, and proposals which require a full EIA by looking at the potential impact on any of the equality groups*
- *prioritise if and when a full EIA should be completed*
- *explain and record the reasons why it is deemed a full EIA is not required*

A full EIA should always be undertaken if the project, policy or proposal is likely to have an impact upon people with a protected characteristic. This should be undertaken irrespective of whether the impact is major or minor, or on a large or small group of people. If the initial screening concludes a full EIA is not required, please fully explain the reasons for this at 1e and ensure this form is signed off by the relevant Service Unit Manager and Assistant Executive Director.

1a.	What is the project, policy or proposal?	To introduce a local council tax discount for care leavers aged between 18 and 21 years old and with a council tax liability.
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<p>1b.</p>	<p>What are the main aims of the project, policy or proposal?</p>	<p>A local authority has responsibility for a child in care up to the age of 21, and has further responsibilities up to the age of 25 where the care leaver is in full time education. A key priority is to support young people in care to move successfully into adult life and financial support and assistance is often critical in young adulthood.</p> <p>In late December 2016, the Department for Communities and Local Government published a Council Tax Information Letter referring to the July 2016 Department of Education 'Keep on Caring' cross government care leaver strategy.</p> <p>The strategy set out the Governments ambitions for care leavers and highlighted that each Council, under the Local Government Finance Act 1992, and through Council Tax Support Schemes, should be flexible to support this vulnerable group by offering discounts or exemptions from Council Tax. Consideration is being given to awarding a Council Tax discount to care leavers to alleviate some of the financial burden for this vulnerable group when transitioning into adulthood. The costs of the discount be monitored during the first year of implementation and the scheme amended as required to support a Greater Manchester approach and policy.</p> <p>The proposals are as follows:</p> <ul style="list-style-type: none"> • Create a local discount scheme under Section 13 (a) (1) (c) of the Local Government Finance Act for care leavers. • Grant a discount of up to 100% of the Council Tax that is due to care leavers residing in Tameside and aged 18, 19 and 20 up to the date of the 21st birthday in line with statutory responsibility and other GM Authorities. • The discount will be awarded after all other discounts and exemptions have been awarded • Grant a discount for any period that the care leavers reside in Tameside up to the age of 21. • Grant an apportioned discount if the care leaver resides with another adult(s) who is not a care leaver. • The discount will take effect from 01 September 2017 with discretion to backdate to 01 April 2017. • Where awarded the discount will remain in place until the care leavers reaches 21 or ceases to be liable for Council Tax.
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1c. Will the project, policy or proposal have either a direct or indirect impact on any groups of people with protected equality characteristics?

Where a direct or indirect impact will occur as a result of the policy, project or proposal, please explain why and how that group of people will be affected.

Protected Characteristic	Direct Impact	Indirect Impact	Little / No Impact	Explanation
Age	Y			The decision to introduce the policy will directly impact care leavers within the age group 18 – 21 years The scheme will be beneficial to those who are entitled to receive the discount which is estimated as being 29 Tameside care leavers under 21 with a Council Tax liability as at April 2017 and a further 15 care leavers residing in Tameside from other authorities.
Disability			Y	It is not anticipated that implementation of the policy will directly impact those with a disability.
Ethnicity			Y	It is not anticipated that the decision to introduce the policy will have an impact on people from different ethnic backgrounds.
Sex / Gender		Y		The gender profile of care leavers has a greater proportion of males compared to the Tameside population: 56% of Care Leavers up to the age of 21 and liable for Council Tax in Tameside are male and 44% are female.
Religion or Belief			Y	It is not anticipated that the he decision to introduce the policy will have an impact on people of differing religions or beliefs.
Sexual Orientation			Y	It is not anticipated that the decision to introduce the policy will have an impact on people of different sexual orientation.
Gender Reassignment			Y	It is not anticipated that the decision to introduce the policy will have an impact on people who have undertaken gender reassignment.
Pregnancy & Maternity			Y	It is not anticipated that the decision to introduce the policy will have an impact on people who are pregnant or parents.
Marriage & Civil Partnership	Y			The decision may directly impact a Care Leaver who is part of a couple. 5.6% of care leavers up to the age of 21 years and liable for council tax are in a couple, but there is no specific data available on care leavers who are married or in a civil partnership.

Are there any other groups who you feel may be impacted, directly or indirectly, by this project, policy or proposal? (e.g. carers, vulnerable residents, isolated residents)				
Group (please state)	Direct Impact	Indirect Impact	Little / No Impact	Explanation
			X	

Wherever a direct or indirect impact has been identified you should consider undertaking a full EIA or be able to adequately explain your reasoning for not doing so. Where little / no impact is anticipated, this can be explored in more detail when undertaking a full EIA.

1d.	Does the project, policy or proposal require a full EIA?	Yes	No
			X
1e.	What are your reasons for the decision made at 1d?	<p>The people affected by the scheme are vulnerable young adults. The local authority has responsibility for a child in care up to the age of 21, and has further responsibilities up to the age of 25 where the care leaver is in full time education.</p> <p>The scheme will be beneficial to those who are entitled to receive the discount which is estimated as being 29 Tameside care leavers under 21 with a Council Tax liability as at April 2017 (0.02% of all Tameside charge payers) and a further 15 care leavers residing in Tameside from other authorities.</p>	

If a full EIA is required please progress to Part 2.

PART 2 – FULL EQUALITY IMPACT ASSESSMENT

2a. Summary

A local authority has responsibility for a child in care up to the age of 21, and has further responsibilities up to the age of 25 where the care leaver is in full time education.

The definition of a care leaver is:

‘A person who has been in the care of the local authority (looked after) for at least 13 weeks from the age of 14 and who was in care on their 16th birthday’.

A key priority is to support young people in care to move successfully into adult life and financial support and assistance is often critical in young adulthood.

In late December 2016, the Department for Communities and Local Government published a Council Tax Information Letter referring to the July 2016 Department of Education ‘Keep on Caring’ cross government care leaver strategy.

The strategy set out the Governments ambitions for care leavers and highlighted that each Council, under the Local Government Finance Act 1992, and through Council Tax Support Schemes, should be flexible to support this vulnerable group by offering discounts or exemptions from Council Tax.

2b. Issues to Consider

Section 149 of the Equality Act 2010 places the Council and all public bodies under a duty to promote equality. All public bodies are required to have regard to the need to:

- Eliminate unlawful discrimination.
- Promote equal opportunities between members of different equality groups.
- Foster good relations between members of different equality groups including by tackling prejudice and promoting understanding.

The Council has also taken into consideration Section 13A (1) of the Local Government Finance Act 1992 states that:

‘Where a person is liable to pay Council Tax in respect of any chargeable dwelling and any day, the billing authority for the area in which the dwelling is situated may reduce the amount which he is liable to pay as respects the dwelling and the day to such extent as it thinks fit.’

Financial considerations.

The discount has been designed to provide extra support for vulnerable people who have left care and require financial support to move successfully into adult life.

The number of care leavers known to be liable for Council Tax up to the age of 21 years is 36, of which 7 have a Council Tax exemption and 29 have a liability to pay some Council Tax.

It is estimated that the proposed discount will have the following financial costs:

The potential cost for 2017 / 2018 for Tameside Care Leavers would be £24,173.94 (based on Tameside Care Leavers who have a current liability for Council Tax in Tameside). With a reciprocal arrangement to offer the discount to an additional 15 care leavers residing in Tameside from other GM areas the estimated cost of the discount in 2017/18 is £36k.

2c. Impact

A local authority has responsibility for a child in care up to the age of 21, and has further responsibilities up to the age of 25 where the care leaver is in full time education. A key priority is to support young people in care to move successfully into adult life and financial support and assistance is often critical in young adulthood.

The scheme will be beneficial to those who are entitled to receive the discount.

Analysis of Tameside care leavers as at April 2017

Care Leavers	Age 18 - 21
Total Liable for Council Tax	29
Liable with a Student exemption	4
Liable with a Severely Mentally Impaired exemption	3
Total Liable for Council Tax	36
Not liable for CTAX (e.g. Social Services property)	9
Non dependants and not liable	43
Not resident in Tameside	26
Not resident in Tameside - HMP	4
Advised by Children's Services living in Tameside in other arrangements e.g. Staying Put	14
Not liable for Council Tax	96
Total	132

A total of 29 care leavers under the age of 21 years old had a Council Tax liability and all of those liable to pay Council Tax currently reside in a Band A property with the exception of one residing in a Band B property. Of those liable to pay 2 had a partner, 20 were in receipt of a Single Person Discount. A total of 15 of those that had a Council Tax liability were in receipt of Council Tax Support.

TAMESIDE POPULATION

The population of Tameside is estimated at 219,324 in the March 2011 Census (Office for National Statistics). There are an estimated 101,730 properties in Tameside. The population of Tameside is estimated at 221,692 based on the 2015 mid-year population. The gender split of Tameside's overall population is 49.1% male and 50.9% female.

The March 2011 Census (Office for National Statistics) provides the following information:

Age

- Population – aged 16 years and over – 176,616 81%
- Population – aged 16 to 64 years – 142,415 65%
- Population – aged 16 to 24 years - 24,946 11%

The age profile of a Care Leaver for the purpose of this report is up to the age of 21 years and up to the age of 25 years where the care leaver is in full time education.

Gender

- Population – Male / Female – 107,650 49% / 111,674 51%
- Care Leavers up to the age of 21 years and liable for Council Tax – Male / Female – 56% / 44%

The gender profile of the Care Leavers has a greater proportion of males compared to the Tameside population.

Disability

- Population aged 16 to 64 – Day to day activities limited / Not limited – 23,941 16.8% / 118,474 83.2%
- Care leavers up to the age of 21 years exempt from Council Tax liability due to being Severely Mentally Impaired – 3

Ethnicity/ Religion & belief / sexual orientation / gender re-assignment / pregnancy & maternity / marriage & civil partnership

Specific data is not available on those protected characteristics for the Care Leavers client base.

Single People / Couples

- Households 94,953
- Single person households aged under 65 – 18,899 19.9%
- Couples – 40,138 42.3%
- Student Households – 10
- Care Leavers up to the age of 21 years and liable for Council Tax (prior to exemptions applied) – 36
- Care Leavers up to the age of 21 years and liable for Council Tax (prior to exemptions applied) Single person households – 30 83.3%
- Care Leavers up to the age of 21 years and liable for Council Tax (prior to exemptions applied) Couples – 2 5.6%
- Care Leavers up to the age of 21 years and liable for Council Tax (prior to exemptions applied) Student Households – 4 11%

Other considerations

- *Economic vulnerability* – 52% of the care leavers up to the age of 21 years who have a liability for Council Tax receive the maximum amount of Council Tax Support.

IMPACT ON CLIENT BASE – PROPOSALS FOR COUNCIL TAX DISCOUNT

Of the 29 Tameside care leavers affected beneficially.

The Council has a hardship fund to support people suffering severe financial hardship as a result of the changes to the Council Tax Support Scheme which impacts on the liability to pay Council Tax.

2d. Mitigations (<i>Where you have identified an impact, what can be done to reduce or mitigate the impact?</i>)	
Care Leavers who are married, in a civil partnership, or have a shared liability for Council Tax will not be eligible for the full discount.	Ensure that care leavers are aware and informed of the changes if they are sharing liability for council tax.
<i>Impact 2 (Describe)</i>	<i>Consider options as to what we can do to reduce the impact</i>
<i>Impact 3 (Describe)</i>	<i>Consider options as to what we can do to reduce the impact</i>
<i>Impact 4 (Describe)</i>	<i>Consider options as to what we can do to reduce the impact</i>

2e. Evidence Sources
<ul style="list-style-type: none"> • Section 13A (1) of the Local Government Finance Act 1992 • March 2011 Census (Office for National Statistics)

2f. Monitoring progress		
Issue / Action	Lead officer	Timescale
<ul style="list-style-type: none"> • <i>Ensure that changes to the Council Tax Discount are communicated appropriately and in a timely manner.</i> • <i>Monitoring (by protected characteristic group where appropriate) those presenting to the Council with concerns over Council Tax Liability, eligibility for the Council Tax Care Leavers Discount Support, other Discount and Exemptions, Council Tax Support and access to help / advice.</i> 	<i>Ilys Cookson</i>	<p><i>When appropriate</i></p> <p><i>On-going</i></p>

Signature of Service Unit Manager	Date
K Milner	August 2017
Signature of Assistant Executive Director	Date
I. Cookson	August 2017

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Agenda Item 6

Report to:	EXECUTIVE CABINET
Date:	30 August 2017
Executive Member/Reporting Officer:	Councillor Jim Fitzpatrick—First Deputy (Performance and Finance) Ilys Cookson – Assistant Director (Exchequer Services)
Subject:	BUSINESS RATES RELIEFS AND THE SETTING OF A NEW DISCRETIONARY RATES RELIEF POLICY AS A RESULT OF INCREASES ARISING FROM THE 2017 REVALUATION.
Report Summary:	<p>The government has introduced three new business rates reliefs to cushion the effects of the 2017 national revaluation which are:</p> <ul style="list-style-type: none">• Supporting Small Business Relief (SSB)• New rate relief scheme for pubs• New discretionary relief scheme <p>The consultation and equalities impact assessment for Discretionary Rate relief is detailed in this report.</p>
Recommendations:	<p>It is recommended that the discretionary (revaluation support) rate relief scheme as detailed in Section 8 is adopted retrospectively from 1 April 2017 and remains in operation until government funding ceases.</p>
Links to Community Strategy:	<p>The collection of business rates and award of reliefs links to a prosperous community by ensuring that those who are eligible to receive business rates relief do so.</p>
Policy Implications:	<p>The introduction of new Discretionary Rate Relief requires a policy against which applications may be assessed. Consultation has taken place and an equalities impact assessment completed. The award to eligible businesses will change each year to fit the funding envelope provided by central government.</p>
Financial Implications: (authorised by Section 151 Officer)	<p>The Government has announced funding allocations intended to cover the cost of new discretionary rate relief schemes. The maximum funding allocation for Tameside totals £490k over the four year period 2017/18 to 2020/21. Funding of £12k has also been made available for the administrative cost of the new schemes.</p> <p>Government will reimburse the Council for the actual cost of a new discretionary rates relief policy, up to the maximum funding allocation. Therefore, if the Council's scheme remains within the maximum funding allocation, there will be no financial implications for the Council. The principle of the Council's new discretionary scheme is that the total cost of reliefs granted will not exceed the funding available. Any cost of the new discretionary rate relief policy in excess of the funding allocation will need to be financed from the Council's budget.</p>

**Legal Implications:
(authorised by Borough
Solicitor)**

Whilst s47 of the Local Government Finance Act 1988 did not place any legal obligation on the Council to consult regarding the new Discretionary Relief scheme, as part of devising a fair and reasonable scheme it was appropriate to consult with the business community, precepting bodies and other interested parties. Members must be satisfied that the consultation process has been full and transparent and have regard to that consultation before making any decision.

Members must also read and have regard to the Equality Impact Assessment before any decision is taken.


This will reduce the risk of challenge to the scheme itself and also to decisions made under the scheme.

Risk Management:

The risks are as set out in Section 9 of this report.

Access to Information:

The background papers relating to this report can be inspected by contacting Ilys Cookson, Assistant Director (Exchequer Services):

 Telephone: 0161 342 4056

 e-mail: ilyc.cookson@tameside.gov.uk

1. BACKGROUND

- 1.1 Following the revaluation of business rates which took effect from 1 April 2017, the Chancellor of the Exchequer announced in the Spring budget that schemes of relief would be made available to ratepayers facing large increases to business rates bills.
- 1.2 The Department of Communities and Local Government (DCLG) also introduced transitional arrangements to phase in any large increases in the amount of rates payable. Both Transitional Relief and Small Business Rates Relief (SBRR) were in place in previous years and both are awarded automatically, subject to eligibility, at the start of the financial year.
- 1.3 However, it was clear that while Transitional Relief was intended to cushion the potential impact of revaluation arrangements on business rate bills, the changes in the loss of other reliefs such as small business or rural rates relief meant that some businesses may be facing a very large increase in the amount of rates payable from April 2017.
- 1.4 In March 2017 the Government announced the introduction of 3 new relief schemes, in addition to the existing Transitional Relief and Small Business Rates Relief already in place, to support business rate payers facing an increase in bills as a result of revaluation. The three new schemes are:
- Supporting Small Business Relief (SSB)
 - New rate relief scheme for pubs
 - New discretionary relief scheme
- 1.5 Guidance on the administration of the new schemes was released on 20 June 2017. Although all the new reliefs are fully funded by government, specific guidance was released on how SSB and Pub Relief only are to be administered.
- 1.6 It is for local authorities to decide how the new Discretionary Relief should be administered to the most hard pressed ratepayers as a result of revaluation. This report details the results of consultation with the business community, precepting bodies and other interested parties, on the design of the discretionary scheme. The report also details the associated equalities impact assessment and details the steps to be taken to implement each of the new reliefs.
- 1.7 Consultation has taken place on only one of the reliefs (Discretionary Relief), however, it is important to consider each of the reliefs due to the interdependency and effect of several reliefs on some business rates accounts.
- 1.8 There are 7,436 business rates premises in Tameside as at 01 July 2017. No business rates premises in Tameside are eligible to receive rural rates relief.

2 NEW RELIEFS AVAILABLE

- 2.1 The effect of being awarded a relief results in a lower amount of business rates to be paid and so this is a positive step for ratepayers.
- 2.2 The existing Small Business Rates Relief (SBRR) scheme, in place prior to the revaluation, has also been extended from 01 April 2017 to include business premises with a rateable value with to up to £12,000 who will receive a 100% relief and therefore nil is payable. Premises with a rateable value of between £12,001 and £15,000 would qualify for a tapered relief. This increase in thresholds ensures that most ratepayers that were entitled to SBRR in 2016/17 and many additional businesses do not have any business rates liability in 2017/18. Those small businesses with a rateable value of between £12,001 and £15,000

who would not previously have qualified for relief will now pay a reduced amount in 2017/18.

- 2.3 A summary of each of the new reliefs is detailed below.
- 2.4 Supporting small business rates relief scheme (SSB): This is introduced for businesses facing very large increases in rate bills due to the loss of small business rates relief for which the business may have been in receipt prior to revaluation. In the first year of the scheme this means all ratepayers losing some or all of their small business rate relief will see the increase in their bill capped at £600.
- 2.5 New rate relief scheme for pubs: Any pub with a rateable value below £100,000 is eligible to receive a £1,000 discount subject to receipt of an application.
- 2.6 New discretionary rate relief scheme: This relief enables authorities to provide some discretionary support to businesses facing increases in rates bills as a result of revaluation. The government established a scheme totalling £300m discretionary fund over 4 years from 2017/18 to support business facing the steepest increase in business rates bills. Billing authorities are expected to use their share of the funding to develop their own discretionary relief schemes to deliver targeted support to the most hard pressed ratepayers. The £300m was to be made available as follows and Tameside share of this is also detailed here:

Year	Total national amount	Tameside allocation
2017/18	£175m	£286k
2018/19	£85m	£139k
2019/20	£35m	£57k
2020/21	£5m	£8k

- 2.7 The basis of the funding from government for this new discretionary scheme was that:
- rates bills were increasing by more than 12.5% following revaluation, and,
 - the 2017 rateable value is less than £200k.

Therefore the amounts of funding in respect of discretionary relief will differ between each authority.

- 2.8 The scheme must use discretionary relief powers under Section 47 of the Local Government Finance Act 1988 and be compensated through a Section 31 grant for the cost of the authority granting relief.

3 GUIDANCE REQUIREMENTS

- 3.1 Final guidance on the new relief schemes was released on 20 June 2017 by central government. This enabled authorities to be in a position to consider the administration of the reliefs in relation to business premises, how rates liability was to be assessed where premises attracted more than one type of relief, the inter relationship between the reliefs and the order in which the reliefs need to be applied.
- 3.2 The Non-Domestic Rating (Discretionary Relief) Regulations 1989 (S.I. 1989/1059) (Regulation 2(4)) advises that notice of a decision to introduce a scheme should be given as soon as reasonably practicable after the decision is made.
- 3.3 The new reliefs will be awarded in the following order:
- i) Supporting Small Business relief (SSB)
 - ii) Pub relief (if eligible)
 - iii) Discretionary relief

- 3.4 New Supporting Small Business rates (SSB) relief scheme is such that a ratepayer remains in the SSB relief scheme for:
- Either 5 years or until they reach the bill they would have paid had the scheme not been in place
 - A change in ratepayer does not affect eligibility
 - Eligibility is lost if the property falls vacant or becomes occupied by a charity or Community Amateur Sports Club
 - Relief should be recalculated in the event of a change in circumstances such as change in rateable value as a result of an appeal

3.5 The new SSB relief scheme must be State Aid compliant which means that a business cannot receive more than 200,000 euros in a rolling three year period. State Aid rules generally prohibit government subsidies to businesses.

3.6 Pub Relief Scheme. The guidance in relation to the administration of this relief intention is that eligible pubs should:

- Be open to the general public
- Allow free entry other than when occasional entertainment is provided
- Allow drinking without requiring food to be consumed
- Permit drinks to be purchased at a bar

A range of exclusions apply to related premises such as cafes, nightclubs, hotels, restaurants, snack bars, guest houses, sporting venues, music venues, festival sites, theatres, museums, cinemas and exhibition halls, casinos and concert halls and this list is not exhaustive and is for local authorities to determine eligibility.

3.7 New discretionary scheme. The government guidance states that the design and administration of the new discretionary scheme is for local authorities to deliver targeted support to the most hard pressed ratepayers. Therefore the design and administration of the scheme is for authorities to decide. While the design of a local scheme is welcomed, the inter relationship of the other reliefs to be applied must be considered prior to the application of the discretionary scheme to determine the most hard pressed ratepayers as a result of revaluation.

3.8 Following receipt of the guidance, Marcus Jones MP, wrote to local authority Leaders on 22 June 2017 making clear that authorities should have consulted businesses on the design of the discretionary scheme.

3.9 DCLG confirmed in early July that there is no requirement for local authorities to consult on the discretionary scheme; however it may be helpful if consultation had taken place with business ratepayers on the design of the discretionary scheme. As consultation could not take place until the guidance on the administration of the reliefs had been released, it was considered best practice to undertake consultation as soon as possible.

3.10 National press has also highlighted the delay in the administration of the reliefs while guidance and software changes are made available to local authorities.

3.11 Section 47 of the Local Government Finance Act 1992 states that discretionary relief cannot be awarded to public bodies or precepting authorities.
Section 47 (9) A hereditament is an excepted hereditament if all or part of it is occupied (otherwise than as trustee) by
(a) a billing authority; or
(b) a precepting authority, other than the Receiver for the Metropolitan Police District or charter trustees.

4 FUNDING

- 4.1 Central government has confirmed that it will reimburse local authorities that use discretionary relief powers under Section 47 of the Local Government Finance Act 1988 as amended by the Localism Act 2011. Local authorities and precepting bodies will be fully reimbursed within the rates retention system for the actual cost that falls within the definition of the reliefs in question.
- 4.2 Local authorities will be compensated through a Section 31 grant up to the maximum allocation for each authority. The grant will be made quarterly and in arrears. Any spending on reliefs in excess of the amount granted by government is expected to be funded from local authority budgets. The final costs will be calculated and reconciled following completion of the NNDR 3 return to DCLG.
- 4.3 The basis of the funding of the new discretionary scheme was that:
- rates bills were increasing by more than 12.5% following revaluation, and,
 - the 2017 rateable value is less than £200k.
- Therefore the amount of funding for discretionary rates relief will differ between each authority.
- 4.4 New burdens funding has now been made available for £12,000 to assist with the administrative costs of calculating the relief schemes on business premises. IT software costs, consultation, resource costs and postage costs to re-bill all eligible premises are to be incurred in the implementation of all of the new reliefs.

5 PREPARATIONS

- 5.1 Upon receipt of information from DCLG in March that funding for relief was to be provided, information was made available on the Councils website. This resulted in a small number of enquiries, all from owners of pubs and which amounted to less than 10 queries. Identification of business rates premises that may potentially attract relief, prior to final guidance being issued, were identified and discussions with Capita, the Councils software provider commenced.
- 5.2 The Capita software system will be used to calculate the new reliefs and raise revised business rates bills. The release of the necessary software to enable local authorities to do this is expected to be available in August, and then, after loading and testing, it is anticipated that all reliefs can be calculated and relevant business premises re-billed with the new reduced amount of business rates payable. Wherever summons costs have been incurred in relation to current year liability and based on a charge prior to relief/s being applied, then these will automatically be cancelled.
- 5.3 An application process will be required to determine eligibility to any relief to ensure that a robust audit trail exists and to ensure that our limited pot of money is spent as effectively as possible with regard to discretionary relief.
- 5.4 The following actions have been undertaken with regard to each of the reliefs:

New Supporting Small Business rates (SSB):

Total potential to qualify	33
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An application form and letter to ratepayers will be sent to those identified to invite applications and information is available on the Councils website.

Pub Relief:

Total potential to qualify	125
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A total of 267 pubs with a rateable value in excess of £100,000 have been identified and of those 152 already qualify for existing Small Business Rates Relief (SBRR) therefore 125 may potentially qualify for Pub Relief. An application form and letter to ratepayers has been sent to those identified to invite applications and information is available on the Councils website.

New discretionary scheme:

It is clear that the policy intention is to award relief to hard pressed ratepayers facing increases in bills as a result of revaluation, and that local authorities have discretion to design and implement their own scheme. Therefore consultation with business ratepayers, precepting bodies and other interested parties has taken place as to how the Tameside share of the discretionary fund may be awarded; the amounts for which are detailed at Section 2.6 of this report.

6 CONSULTATION

- 6.1 A consultation on the administration of the discretionary fund has taken place following an Executive Decision taken on 18 July 2017. The consultation has been undertaken via the Big Conversation on the Councils website from 18 July 2017 until 15 August 2017. Notification of the consultation appeared in local press on 20 July and business ratepayers who have provided email details, and which are held on business rates account, were notified of the consultation. Letters were sent to all other business ratepayers. Precepting bodies were also advised of the consultation. Any discretionary policy agreed in respect of the revaluation needs to be mindful that the same policy will be effective up to 2020 albeit the funding available for the scheme reduces year on year, as detailed in Section 2.6.
- 6.2 The consultation timeline is detailed in **Appendix 1**. In considering the design of the new discretionary policy, eligibility for national and international businesses (such as high street stores, chain stores etc), and the extent to which a business should receive more than one relief was raised.
- 6.3 Charities receive 80% Mandatory Relief and many charities also receive a further 10% Discretionary Relief, leaving just 10% of the business rates bill payable. There are 222 premises occupied by charities in Tameside and which qualify for 80% mandatory relief and of those 30 also receive a further 10% discretionary relief leaving only 10% of the total rates bill payable. Therefore charities are already in receipt of one or more reliefs and only have a small amount of rate liability to pay.
- 6.4 With the above in mind the consultation has requested business ratepayers and other interested parties opinion. The questions posed were:
1. *To what extent do you agree that ratepayers who have 3 or more business properties in the UK should be eligible to apply for the Discretionary Relief (Revaluation Support) Scheme?*
 2. *To what extent do you agree that ratepayers in receipt of Public House Relief should be eligible to apply for the Discretionary Relief (Revaluation Support) Scheme?*
 3. *To what extent do you agree that ratepayers in receipt of a mandatory relief should be eligible to apply for Discretionary Relief (Revaluation Support) Scheme?*
- 6.5 **Precepting Bodies:** Consultation took place with the Chair of the Greater Manchester Combines Authority on 25 July 2017. The proposed policy has no financial impact on the preceptor as central government will fund this in full subject to the amounts detailed in Section 2.6.

6.6 **Public and stakeholder consultation:** A total of 117 valid responses were received from the Big Conversation. Respondents were categorised as follows:

Respondee category	Total
A sole trader	31
An organisation	5
A Limited Company	46
A member of the public	16
Other	19

6.7 The 117 responses to the consultation can be found at **Appendix 2**.

6.8 Of the 117 who gave an opinion that ratepayers who have 3 or more business properties in the UK should be eligible to apply for the Discretionary Relief (Revaluation Support) Scheme, 54 (46.16%) of the total agreed whilst 43 (36.75%) disagreed. 20 (17.09%) neither agreed or disagreed or did not offer an opinion.

6.9 Responses in respect of awarding discretionary relief to 3 of more business premises in the UK, (which includes high street chain stores and national/multi-national organisations) was 54. Businesses with more than 3 business premises are likely to have greater capacity to absorb rateable value increases offset by rateable value decreases in premises across the UK.

6.10 When asked if the Discretionary Relief (Revaluation Support) Scheme should be available for ratepayers in receipt of Public House Relief, 29 (24.79%) of the 117 responses disagreed and 55 (47.01%) agreed.

6.11 Although the consultation in respect of Pub Relief said that ratepayers in receipt of Public House Relief should be eligible to apply, 267 pubs with a rateable value in excess of £100,000 are eligible to receive a £1,000 reduction on their 2017/18 business rates bill by the award of Pub Relief and of those 152 already qualify for SBRR. Therefore pubs are already in receipt of one or more reliefs.

6.12 The majority 76 (64.65%) of the 117 responses agreed that ratepayers in receipt of a mandatory relief should be eligible to apply for Discretionary Relief (Revaluation Support) Scheme.

6.13 Charities receive 80% Mandatory Relief and many charities also receive a further 10% Discretionary Relief, leaving just 10% of the business rates bill payable. There are 222 premises occupied by charities in Tameside and which qualify for 80% mandatory relief and of those 30 also receive a further 10% discretionary relief leaving only 10% of the total rates bill payable. Therefore charities are already in receipt of one or more reliefs and only have a small amount of rate liability to pay.

6.14 Having considered the views of the consultation, it is proposed that those ratepayers in receipt of a mandatory relief should be eligible to apply for Discretionary Relief (Revaluation Support) Scheme. However, those that have 3 of more business premises in the UK will remain excluded.

6.15 All factors of the consultation have been considered to ensure that the Scheme is fair and equitable and it is the policy intention that this money is distributed amongst those hard pressed as a result of revaluation.

7 EQUALITY IMPACT ASSESSMENT

7.1 An equality impact assessment has been completed in respect of business premises in Tameside. The Equality Act 2010 makes certain types of discrimination unlawful on the grounds of:

Age	Gender	Race	Gender reassignment
Disability	Maternity	Sexual orientation	Religion or belief
Marriage and civil partnership			

7.2 Section 149 of the Equality Act 2010 places the Council and all public bodies under a duty to promote equality. All public bodies are required to have regard to the need to:

- Eliminate unlawful discrimination.
- Promote equal opportunities between members of different equality groups.
- Foster good relations between members of different equality groups including by tackling prejudice and promoting understanding.
- Eliminate harassment on the grounds of membership of an equality group.
- Remove or minimise disadvantages suffered by members of a particular equality group.
- Take steps to meet needs of people who are members of a particular equality group.
- Encourage people who are members of an equality group to participate in public life, or in any other area where participation is low.
- This specifically includes having regard to the need to take account of disabled people's disabilities.

7.3 The Act therefore imposes a duty on the Council which is separate from the general duty not to discriminate. When a local authority carries out any of its functions, including designing the New Discretionary Rate Relief Policy for business ratepayers, the local authority must have due regard to the matters within the section of the Act outlined above. The Courts have made it clear that the local authority is expected to rigorously exercise that duty.

7.4 This EIA details how we have complied with guidance, in considering the effects on businesses that have experienced significant increases in rateable values. In terms of applying the EIA the affected group is determined by the Valuation Office by way of an increase in rateable values effective from 01 April 2017 and is not determined by the Council, however the relief should be applied equitably after consultation responses have been considered.

7.5 The anticipated impact on the business ratepayer groups is outlined in this section. The number of businesses in Tameside as at 1 July 2017 was 7,436.

7.6 Following the EIA it has been determined that the people affected by the scheme are business ratepayers some of which will be sole traders. Equality data regarding business rate payers is not held by the Council and therefore the impact on those individuals cannot be determined. No one will be adversely impacted because of the scheme. The scheme will be beneficial to those businesses that are entitled to receive the Discretionary Relief.

8 PROPOSED DISCRETIONARY (REVALUATION SUPPORT) RATE RELIEF SCHEME

8.1 In designing a discretionary policy a number of factors have been considered including consultation results

8.2 The proposed scheme is as follows:

DISCRETIONARY RATE RELIEF SCHEME

1.	Applications will be considered on a case by case basis on their own merits upon completion of an application form. The application form will be available on the Councils website. Applications made by agents on behalf of business ratepayers must include written confirmation that the application is being made on their behalf. The application form will also include a state aid declaration which must be signed by the ratepayer.
2.	Any award will be made as a credit to a business rates account. Where an account is in credit as a result of relief being awarded then the amount will be refunded upon request from the ratepayer as is usual practice. The granting of discretionary relief must not exceed the funding envelope provided by central government and which will reduce each year as detailed in Section 2.6 and which is £286k in 2017/8, £139k in 2018/19, £57k in 2019/20 and £8k in 2020/21. The amount of award will be determined each year in accordance with funding provided.
3.	<p>Applications will be considered from business ratepayers who are facing an increase in their rates bills as a result of revaluation, and in line with government guidance as at March 2017 the starting point of the potential 'pool' of eligible business are those that have:</p> <ul style="list-style-type: none"> • an increase by more than 12.5% compared to 2016/17 bill (before reliefs) and, • a 2017 rateable value is less than £200k and, • less than 3 premises in the UK and • not eligible for £1,000 Pub Relief and • not in receipt of Small Business Rates Relief (SBRR) • The business must be a continual occupation from 1st March 2017 <p>The following factors will also then be taken into account in the determination of eligibility for discretionary relief:</p> <ul style="list-style-type: none"> • The Council will not grant relief where the business is deemed to have a detrimental impact on neighbours and communities • The individual merits of each application taking account whether the business supports the Council's wider objectives <p>This equates to approximately 424 business ratepayers. The total relief awarded by the government in 2017/18 is £286k.</p>
4.	The Council reserves the right to decline an application or withdraw any relief granted where it is appropriate to do so, and particularly where a business has had their licence to operate reviewed or refused in the last 12 months. Where such an event arises the business ratepayer will be advised in writing.
5.	The award of discretionary relief may be amended to reflect changes in circumstances such as changes in rateable values, and be considered in relation to rules on State Aid limits. The Council may withdraw an award of discretionary relief if the circumstances of the business change within that period of the relief granted.
6.	Discretionary relief will be granted for one financial year at a time and applications received in 2017/18 will be backdated to 01 April 2017 when the revaluation first took effect.
7.	The policy for the awarding of discretionary rate relief in respect of revaluation support will be reviewed if there is a change in legislation that would affect the operation of the scheme. The scheme will remain in place up to March 2021 when funding from government is expected to cease, or earlier should funding be withdrawn for any reason.

9 RISKS

- 9.1 There is a risk in not consulting the business community on the design of the new discretionary scheme as a scheme could be put in place which has not considered the opinions of the most hard pressed ratepayers as a result of revaluation.
- 9.2 A further risk is in the design of the scheme in that the funding for the discretionary scheme exceeds the funding available from the government. Any spending on reliefs in excess of the amount granted by government is expected to be funded from local authority budgets. It is therefore vital that the design remains within the funding envelope each year.
- 9.3 There is risk that some business ratepayers who are eligible to receive one or more of the three new reliefs has incurred recovery costs due to non-payment of the 2017/18 rates bill. These will be considered on a case by case basis with regard to cancelling costs incurred where the new relief/s granted reduces the amount to pay.

10 CONCLUSIONS

- 10.1 The government has introduced 3 new reliefs to cushion the effects of the 2017 revaluation. The reliefs are:
- Supporting Small Business Relief
 - New discretionary relief scheme
 - New rate relief scheme for pubs
- 10.2 Guidance has been released on the administration of Supporting Small Business relief and Pub Relief. Pub relief is a fixed amount of £1,000 for rateable values over £100,000 and these will be awarded to eligible business ratepayers.
- 10.3 The government is providing funding for the 3 reliefs and fixed amounts are available to Tameside in respect of a discretionary scheme as detailed in Section 2.6. New burdens funding of £12,000 is available to meet the costs of administering the new scheme, and this amount is to cover resources, IT and postage costs.
- 10.4 The Capita software system will be able to calculate the reliefs from August 2017.
- 10.5 It is for authorities to determine a local discretionary scheme within the funding envelope provided and for which a consultation exercise has taken place.
- 10.6 Consultation results were considered to ensure that the Scheme is fair and equitable and it is the policy intention that this money is distributed amongst those hard pressed as a result of revaluation.
- 10.7 The proposed discretionary (revaluation support) rate relief scheme is detailed at Section 8 of this report and will remain in operation until March 2021 or at such point that funding for the relief from government will cease.

11 RECOMMENDATIONS

- 11.1 As set out on the front of the report.

APPENDIX 1

Consultation Timeline

Activity	Date
Consultation live on Big Conversation	18 July
Consultation advertised in local press	18 July to 01 August
Consultation closes	15 August
Consultation analysis	15 August to 17 August
Report to Executive Board	23 August
Report to Executive Cabinet	30 August
Policy comes into effect backdated to 01 April 2017	31 August

APPENDIX 2

CONSULTATION RESPONSES

Questions	Strongly Agree	Tend to Agree	Neither Agree or Disagree	Tend Disagree	Strongly Disagree	Don't know
<i>To what extent do you agree that ratepayers who have 3 or more business properties in the UK should be eligible to apply for the Discretionary Relief (Revaluation Support) Scheme?</i>	29 24.79%	25 21.37%	18 15.38%	21 17.95%	22 18.80%	2 1.71%
<i>To what extent do you agree that ratepayers in receipt of Public House Relief should be eligible to apply for the Discretionary Relief (Revaluation Support) Scheme?</i>	29 24.79%	26 22.22%	28 23.93%	13 11.11%	16 13.68%	5 4.27%
<i>To what extent do you agree that ratepayers in receipt of a mandatory relief should be eligible to apply for Discretionary Relief (Revaluation Support) Scheme?</i>	56 47.56%	20 17.09%	13 11.11%	12 10.26%	13 11.11%	3 2.56%

Tameside Council Equality Impact Assessment Form

Subject / Title	Business Rates Local Discretionary Relief Scheme
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Service Unit	Service Area	Directorate
Revenues	Exchequer	Governance, Resources and Pensions
Start Date		Completion Date
June 2017		August 2017
Lead Officer	Ilys Cookson	
Service Unit Manager	Karen Milner	
Assistant Executive Director	Ilys Cookson	

EIA Group (lead contact first)	Job title	Service
Ilys Cookson	Assistant Executive Director	Exchequer
Karen Milner	Operational Lead	Exchequer
Amanda Chadderton	Operations Manager	Exchequer

PART 1 – INITIAL SCREENING

An Equality Impact Assessment (EIA) is required for all Key Decisions that involve changes to service delivery. All other changes, whether a Key Decision or not, require consideration for the necessity of an EIA.

The Initial Screening is a quick and easy process which aims to identify:

- those projects, policies, and proposals which require a full EIA by looking at the potential impact on any of the equality groups*
- prioritise if and when a full EIA should be completed*
- explain and record the reasons why it is deemed a full EIA is not required*

A full EIA should always be undertaken if the project, policy or proposal is likely to have an impact upon people with a protected characteristic. This should be undertaken irrespective of whether the impact is major or minor, or on a large or small group of people. If the initial screening concludes a full EIA is not required, please fully explain the reasons for this at 1a and ensure this form is signed off by the relevant Service Unit Manager and Assistant Executive Director.

1a.	What is the project, policy or proposal?	To introduce a local discretionary relief scheme for businesses affected by the revaluation of Business Rates that took effect from 1 April 2017.
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Tameside Council Equality Impact Assessment Form

1b.	What are the main aims of the project, policy or proposal?	<p>The 2017 national revaluation of Business Rates has resulted in some businesses having an increase in business rate liability. The Chancellor of the Exchequer announced that money would be made available to Councils to fund three new relief schemes. Final guidance on the new relief schemes was released on 20 June 2017. Of the three new relief schemes, two are mandatory. These are:</p> <ol style="list-style-type: none"> 1) Supporting Small Business relief (SSB) 2) Public House relief <p>The Government have issued specific guidance on how these reliefs must be administered.</p> <p>The third relief scheme is at the discretion of the Local Authority and it is this to which the EIA refers.</p> <p>A discretionary fund of money has been made available to Councils over a 4 year period from 2017/2018 to help them to administer a scheme of relief.</p> <p>Billing authorities are expected to use their share of the funding to develop their own discretionary relief schemes that would target and support those ratepayers who had faced significant increases to Business Rates bills from April 2017.</p> <p>The funding is limited and the Council have to decide on a Scheme on which to base the allocation of the funding.</p>
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1c. Will the project, policy or proposal have either a direct or indirect impact on any groups of people with protected equality characteristics?				
Where a direct or indirect impact will occur as a result of the policy, project or proposal, please explain why and how that group of people will be affected.				
Protected Characteristic	Direct Impact	Indirect Impact	Little / No Impact	Explanation
Age			X	The business ratepayer may be a national or multinational organisation, a sole trader, a limited company or small and medium sized enterprise, charities and non-profit making bodies. Those affected by the scheme will be business ratepayers as opposed to individuals. There is no anticipated impact for residents of any protected

Tameside Council Equality Impact Assessment Form

				characteristic group.
Disability			X	As above
Ethnicity			X	As above
Sex / Gender			X	As above
Religion or Belief			X	As above
Sexual Orientation			X	As above
Gender Reassignment			X	As above
Pregnancy & Maternity			X	As above
Marriage & Civil Partnership			X	As above
Are there any other groups who you feel may be impacted, directly or indirectly, by this project, policy or proposal? (e.g. carers, vulnerable residents, isolated residents)				
Group (please state)	Direct Impact	Indirect Impact	Little / No Impact	Explanation
			X	

Wherever a direct or indirect impact has been identified you should consider undertaking a full EIA or be able to adequately explain your reasoning for not doing so. Where little / no impact is anticipated, this can be explored in more detail when undertaking a full EIA.

1d.	Does the project, policy or proposal require a full EIA?	Yes	No
			X
1e.	What are your reasons for the decision made at 1d?	The people affected by the scheme are business ratepayers some of which will be sole traders. Equality data regarding business rate payers is not held by the Council and therefore the impact on those individuals cannot be determined. No one will be adversely impacted because of the scheme. The scheme will be beneficial to those businesses that are entitled to receive the Discretionary Relief.	

If a full EIA is required please progress to Part 2.

Tameside Council Equality Impact Assessment Form

PART 2 – FULL EQUALITY IMPACT ASSESSMENT

2a. Summary
<i>Not Applicable</i>

2b. Issues to Consider
<i>Not Applicable</i>

2c. Impact
<i>Not Applicable</i>

2d. Mitigations (<i>Where you have identified an impact, what can be done to reduce or mitigate the impact?</i>)	
<i>Impact 1 (Describe)</i>	<i>Not Applicable</i>
<i>Impact 2 (Describe)</i>	<i>Not Applicable</i>
<i>Impact 3 (Describe)</i>	<i>Not Applicable</i>
<i>Impact 4 (Describe)</i>	<i>Not Applicable</i>

2e. Evidence Sources
<i>Not Applicable</i>

2f. Monitoring progress		
Issue / Action	Lead officer	Timescale
<i>Not Applicable</i>		

Signature of Service Unit Manager	Date
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Tameside Council Equality Impact Assessment Form

K. Milner	August 2017
Signature of Assistant Executive Director	Date
I. Cookson	August 2017

Agenda Item 7

Report to:	EXECUTIVE CABINET
Date:	30 August 2017
Executive Member/Reporting Officer	Councillor Jim Fitzpatrick – First Deputy (Performance and Finance) Stephanie Butterworth – Director of Children’s and Adults
Subject:	UPDATE ON CHILDREN’S SERVICES INSPECTION
Report Summary:	The report updates Cabinet on the progress to date following the Ofsted Inspection in September 2016.
Recommendations:	Cabinet is asked to NOTE: <ul style="list-style-type: none">• the contents of the attached letters from Ofsted in relation to the Ofsted monitoring visits of March and June 2017.• Support provided and progress of the delivery of the 12 week action plan.
Financial Implications: (Authorised by the Section 151 Officer)	<p>The Cabinet are reminded to note that the Children’s Services Improvement Plan is supported by additional investment included within the 2017/18 Council Budget Report approved by the Council on 28 February 2017. Recurrent budget provision of £6 million is within the Children’s service budget from 1 April 2017 to support the additional demands on service provision together with investment previously approved by the Executive Cabinet on 14 December 2016. This investment included the family group conferencing, edge of care and care to success initiatives.</p> <p>Cabinet is also reminded to note that an additional non-recurrent sum of £6 million is also included within the service budget over the medium term to facilitate service improvement initiatives. These improvements include a review of service provision pathways and the associated business processes and system infrastructure together with additional capacity to improve the development of the service workforce.</p> <p>Investment at these levels is clearly not sustainable in the context of declining Council resources. It is therefore essential that the service identifies how expenditure can be reduced over the medium to longer term.</p>
Legal Implications: (Authorised by the Borough Solicitor)	Tameside Children’s Service need to continue to develop and implement the improvement programme to ensure that the necessary improvements are made. Failure to do so will result in risk to children and families of poor outcomes and unsatisfactory quality of life with the subsequent reputational risk that poses to Tameside Council and partners. As set out in ‘Putting Children First’ all local authorities that are rated inadequate by Ofsted for their children’s services go into intervention. Failure to respond effectively could lead to escalation of the intervention.
Risk Management:	The Improvement plan seeks to mitigate the risks inherent.

Access to Information :

The background papers relating to this report can be inspected by contacting the report writer Stephanie Butterworth by:



Telephone: 0161 342 2163



e-mail: stephanie.butterworth@tameside.gov.uk

1.0 BACKGROUND

- 1.1 This report summarised the update on the progress, it also details the findings of the monitoring visit of June. The letter from this monitoring visit – attached at **Appendix 1** – was published on the Ofsted website on 6 July 2017.
- 1.2 During each monitoring visit Ofsted focus on a specific area, as clearly it is not possible for them to inspect the whole service over a period of one and half days. At this monitoring visit the inspectors reviewed the progress made, with a particular but narrow focus on assessment work in the safeguarding and duty teams.
- 1.3 Ofsted considered a range of evidence, including electronic case records of four children and a further sample of approximately 10 cases, some supervision files and notes, and observation and discussion with six social workers, two team managers and senior managers.

2.0 PROGRESS AND ACHIEVEMENTS

- 2.1 Whilst challenges remain in the improvement process improvement work has been continuing at pace across the service. The section below highlights some of the key achievements and progress since Ofsted's inspection report was first published in December 2016:
 - Creation of Improvement Board with an Independent Chair and full membership from across the whole system, including DfE. This Board tests the progress against the Improvement Plan and the responsibilities of all partners.
 - Improvements to hub acknowledged in 1st monitoring visit (letter attached at **Appendix 2**); including timely decisions, appropriate application of thresholds, and the elimination of backlogs within the hub. Further improvements include:
 - An Independent Reviewing Officer is now located in the Hub to support Child Protection processes;
 - Appointment of education link officer for the hub serve as a point of contact for schools and other educational settings.
 - Joint work with schools, e.g. Droylsden Academy, to share understanding and response to children and young people in need of support.
 - Ofsted acknowledge progress on the use of performance data including:
 - Improved scrutiny of performance data and a clearer understanding of service provision;
 - Improved identification of areas of concern and better understanding of many areas of performance.
 - “Getting to Good” monthly development meetings – focusing on the actions that need to be undertaken to achieve a ‘good’ Ofsted rating.
 - Governance Visits are now well established and providing crucial feedback and strengthening management oversight.
 - Dedicated time for teams to work outside the office on specific tasks that support service improvement.
 - Introduced the role of Consultant Social Worker alongside Head of Service for Quality. The consultant Social Worker role is focused initially on supporting and developing Newly Qualified Social Workers on Assisted and Supported Year in Employment.

- In duty and safeguarding teams there has been an increase in the number of social workers from 82 to 117 enabling the creation of a 4th team and increased capacity to respond to demand. The rolling recruitment process is continuing to support a continued increase in numbers to meet demand, reduce reliance on agency staff and increase workforce stability. The recruitment of appropriately qualified and skilled staff will reduce the average caseloads to an acceptable level.
- Research in Practice working with Tameside to support practice development of children's social workers through the delivery of a three day practice development programme focused on three topic areas: Understanding the Child's World, Critical thinking in assessment and assessing and enabling parental capacity.
- Launch of Neglect Strategy and promotion of the Graded Care Profile – June 6 2017.
- Early Help attachment Service offering training to all social workers and surgeries with the Looked After Children psychologist on a monthly basis from July.
- Early Years Provider Development Team has seen the uptake of 2 year funding for child care provision increase from just over 50% to 97% for the spring term.
- Children's homes have had inspections by Ofsted and achieved positive results:
 - Boyd's Walk – "Outstanding with sustained effectiveness"
 - Clough Fold – "Good with improved effectiveness"
- Innovative use of social media and residential settings including: residential settings using Social Media and other tools such as Facebook and Survey Monkey to communication with Young People in a manner they are comfortable with. This includes weekly positives, house rules resources and weekly activities.

3.0 TWELVE WEEK ACTION PLAN

- 3.1 In response to the findings from the second Ofsted monitoring visit a 12 week action plan has been developed. This sets out a planned escalation to our improvement work, to build on the progress made to date and to accelerate our improvement journey. The 12 week action plan is attached at **Appendix 3**. Cabinet will note that we are half-way through the 12 week period with significant progress having been made.
- 3.2 The action plan does not replace the existing improvement plan rather it draws out a number of specific actions to be delivered over the next 12 weeks (July – September 2017) that will ensure progress against, and achievement of, the most time critical elements of the improvement plan – that will have greatest immediate impact. There is a key focus on ensuring compliance, continuing recruitment of appropriately skilled staff which in turn will impact on the caseload numbers and continuing the work on improving quality to remove variance.
- 3.3 This set of deliverables will be actively monitored for direct impact on practice improvement on a fortnightly basis (using an agreed set of key metrics) with a view to it having a direct and measurable impact on the quality of social work practice by September 2017.
- 3.4 Whilst significant challenges remain monitoring show an improving trajectory in a number of areas. These include:
- Key weekly compliance indicators show that performance has begun to recover with an improving trajectory on timeliness indicators. Provisional monthly data for July 2017 shows the proportion of Child and Family Assessments completed within 46 working days at the highest level since May 2016 (77% July 17, 79% May 16).

- Looked After Children with current Personal Education Plan recovering from 28.75% at Q3 2016/17 to 60% at quarter 1 and 67% in July 17 (provisional data)
- Looked After Children with Statutory Visits up to date 86% in July 17 increased from 81% at quarter 4 16/17.
- In the context of a 105% increase in the number of referrals meeting the Threshold for social care in 16/17 compared to 15/16, overall caseload levels have reduced with the proportion of social work staff with caseloads over 25 decreasing by 8% to 28% between 6 December 16 and 2 August 17.
- Staff turnover has reduced increasing stability of the services being delivered to children and families. Recruitment activity focused on reducing reliance on agency staff is beginning to impact positively on the numbers of permanent employees in the workforce.
- Threshold guidance revised and relaunched by Tameside Safeguarding Children Boards, multi-agency training sessions have been taking place to support understand and application of thresholds across the system.
- Data and intelligence review underway with learning used to inform ongoing development of future 12 week plans.

4.0 NEXT STEPS

- 4.1 Implementation of the 12 week action plan has commenced from the beginning of July and will be monitored on a weekly basis by the Director of Children's Services (DCS). This includes significant data points which are monitored on a daily or weekly basis as necessary, for example caseload information, compliance with statutory timescales and recruitment data.
- 4.2 The six-monthly update meeting with Department for Education Advisors took place on 11 July 2017.
- 4.3 Ofsted have advised that the next monitoring visit will be on 12 and 13 September 2017.

5.0 RECOMMENDATIONS

- 5.1 As set out on the front of the report.

6.0 APPENDICES

- 6.1 The following appendices are attached.
 - **Appendix 1** – second monitoring visit letter from Ofsted.
 - **Appendix 2** – first monitoring visit letter from Ofsted.
 - **Appendix 3** – 12 week action plan.

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6 July 2017

Stephanie Butterworth
Tameside Borough Council
Wellington Road
Ashton-under-Lyne
Tameside
OL6 6DL

Dear Steph

Monitoring visit of Tameside Borough Council children's services

This letter summarises the findings of the monitoring visit undertaken on 8 and 9 June 2017. The visit was the second monitoring visit since the local authority was judged inadequate in December 2016. The inspectors were Paula Thomson-Jones HMI and Lolly Rascagneres Ofsted inspector.

The local authority has made only limited progress in the period since the last monitoring visit.

Areas covered by the visit

During the course of this visit, inspectors reviewed the progress made in the area of help and protection, with a particular focus on assessment work in the safeguarding duty teams. The visit considered a range of evidence, including electronic case records, supervision files and notes, observation and discussion with social workers, team managers and senior managers. The inspection made a specific recommendation for improvements required in social work assessment. This monitoring visit focused on this, in addition to reviewing progress against the four recommendations considered at the last monitoring visit.

- Ensure that social work assessments include an effective consideration of history and parenting capacity that informs a thorough analysis of risk and ensures that assessments are updated regularly to reflect children's changing needs and circumstances.
- Ensure that all areas of service have staff with a suitable level of qualification and experience for the role that they are required to undertake, and that their workloads are manageable.

- Ensure that action taken by social workers is compliant with statutory guidance, and that the application of thresholds is appropriate in casework with children and families.
- Ensure that the quality assurance of work by senior and middle managers routinely considers the quality of managerial decision making and the application of thresholds at all stages of the child's involvement with the local authority, including contacts in the public service hub.
- Ensure that staff receive high-quality supervision and managerial oversight at a frequency that reflects their skills and levels of experience.

Overview

A continued increase in demand for services, compounded by the instability of the workforce and high caseloads, continues to impact on the quality of the service that children and families receive. Despite improvements in the scrutiny of data to understand performance, compliance with statutory requirements remains a challenge. There is a lack of consistent improvement in several key areas, including visits to children who are subject to child protection plans. The recent implementation of a quality assurance framework has resulted in better-quality audit work, but this is not having an impact on the quality of practice. The quality of social work assessment has not improved, resulting in ineffective decision making and planning continuing for many children.

Evaluation of progress

Despite securing funding to establish additional posts in the safeguarding duty teams, the actual number of social workers has not increased, and caseloads for most staff remain too high. There continues to be a significant challenge in recruiting and retaining social workers and team managers. Agency staff hold the vast majority of posts and turnover has increased, and 28 social workers have left since January 2017. This has resulted in many children and families experiencing a further change in their social worker during the period of their assessment, and this has caused a delay in service provision, for some. The local authority believes that it understands the reasons for this turnover and is continuing to take steps to improve recruitment, but teams remain vulnerable to instability because of the large numbers of agency staff. The high turnover has resulted in whole caseloads of children, who each need an assessment, being reallocated to new workers who have joined the service. The local authority acknowledges that, because of this volatility of the staffing position, it needs to improve the systems that are currently in place to ensure that it is safely managing the transfer of work.

Improvement in the scrutiny of performance data has enabled the local authority to have a much clearer understanding of service provision. Clear reporting structures via senior managers and leaders have resulted in an improved identification of areas

of concern and, as a result, the local authority demonstrates a better understanding of many areas of performance.

Despite this scrutiny, a consistent improvement of compliance with key requirements, such as the visits to children and the multi-agency reviews taking place at the right time, has not been achieved. Although there were periods of improvement earlier in the year, the timeliness of visits to children looked after and subject to child protection plans has recently declined. The timeliness of key meetings, such as to convene initial child protection conferences, and reviews for looked after children also significantly deteriorated during April.

The local authority has implemented a revised quality assurance framework that includes senior and political leaders' involvement in governance visits to frontline services and, more recently, a programme of regular case auditing. The eight governance visits undertaken since January have increased leaders' understanding of the challenges faced by frontline staff, and some of the issues identified have resulted in action such as increased business support to teams and the provision of appropriate equipment to support mobile working.

The recent audit programme established in April demonstrates improvement in the quality of case reviews, with a greater focus on the quality of practice and learning rather than just measuring compliance. However, the audits do not always result in clear actions to improve practice, and there is currently no effective system in place to monitor the actions required or ensure that the learning is effective in improving the experiences of children. As a result, some audits identify the work required effectively, yet this does not result in an improvement in the quality of work with children.

The quality of assessment has not improved. The vast majority of assessments do not include an effective consideration of history and parenting capacity that informs a thorough analysis of risk. There has been very little effective work to improve practice, and staff are not clear about how they should use historical information to inform their analysis of adults' capacity to parent or to make change. There is no consistent or effective approach to the analysis of risk and, as a result, decision making is not robust. This means that many children seen during this visit are not receiving services at the appropriate level of need, and some children experience repeated assessments within short periods.

Management oversight is not effective in improving practice. Decisions are often unclear and lack an explanation, even when they appear to disagree with social work recommendations. There is a lack of challenge of poor practice and a lack of consistency between teams across the service. As a result, management oversight is not improving the quality of service that children receive.

Although staff reported feeling well supported, formal supervision is not taking place as regularly as it should and the quality has not improved, with brief records, a lack of follow up on actions and little opportunity for reflection.

While there has been considerable effort and activity to try to improve the service that children receive, the improvement plan has not been translated into a coherent strategy, a well-coordinated service or team planning that is understood by all staff and managers. This, exacerbated by the high staff turnover, means that a lack of understanding remains about the key priorities and practice improvement that are required.

I am copying this letter to the Department for Education. This letter will be published on the Ofsted website.

Yours sincerely

Paula Thomson-Jones

Her Majesty's Inspector

Pre-publication

4 April 2017

Stephanie Butterworth
Tameside Borough Council
Wellington Road
Ashton-under-Lyne
Tameside
OL6 6DL

Dear Steph,

Monitoring visit of Tameside Borough Council children's services

This letter summarises the findings of the monitoring visit undertaken on 7 and 8 March 2017. The visit was the first monitoring visit since the local authority was judged inadequate in December 2016. The inspectors were Paula Thomson-Jones HMI and Lolly Rascagneres Ofsted Inspector. The local authority has made some progress in the short period since the inspection.

Areas covered by the visit

During the course of this visit, inspectors reviewed the progress made in the area of help and protection, with a particular focus on arrangements in the public service hub (the hub) and safeguarding duty teams.

The visit considered a range of evidence, including electronic case records, supervision files and notes, observation and discussion with social workers and managers undertaking referral and assessment duties, and other information provided by staff and managers. In addition, a range of staff were spoken to, including senior and team managers, social workers, other practitioners and administrative staff.

The inspection made some specific recommendations for improvements in the service provided to children in need of help and protection. This monitoring visit focused on four of these:

- Ensure that all areas of service have staff with a suitable level of qualification and experience for the role that they are required to undertake and that their workloads are manageable.

- Ensure that action taken by social workers is compliant with statutory guidance and that the application of thresholds in casework with children and families is appropriate.
- Ensure that the quality assurance of work by senior and middle managers routinely considers the quality of managerial decision-making and the application of thresholds at all stages of the child's involvement with the local authority, including contacts within the public service hub.
- Ensure that staff receive high-quality supervision and managerial oversight at a frequency that reflects their skills and levels of experience.

Overview

An increase in staffing has ensured that children referred to the hub are now responded to in a timely way. The employment of more experienced social workers has improved the quality of risk analysis, and work seen during the visit demonstrated that appropriate thresholds are consistently applied. In addition, increased management capacity in the hub has improved the quality and timeliness of decision-making and reduced the delay in children being provided with a service. However, the resulting increase in children requiring assessment is causing caseloads of social workers in the duty teams to continue to be too high, despite an increase in social work posts. The increase in the number of social workers is not yet matched by a corresponding increase in management capacity and, at the time of this visit, management oversight of the work was not effective in the duty teams.

Evaluation of progress

The local authority has taken action to increase social work capacity to respond to children referred to children's social care via the hub. A dedicated member of staff now reviews and processes police notifications and, during the monitoring visit, inspectors observed children referred by the police because of incidents of domestic abuse having their needs considered in a timely way. There continue to be delays of up to two weeks from when a domestic abuse incident occurs to when the police send notifications to children's social care. This means that, for some children, there can be a delay in receiving a response from social care. Senior managers in the local authority are closely monitoring the level of notifications from the police and are continuing to work with Greater Manchester Police to find a solution to address the delay.

Improvements made in the hub since the inspection mean that the timeliness and quality of the service offered to children have improved. The number of social work posts in the hub has been increased, and the local authority has ensured that these staff are suitably qualified and experienced. Information from social care records and partners is gathered and evaluated to inform timely decision-making. Appropriate application of thresholds means that children who need further assessment receive this. The recent appointment of a permanent team manager in the hub to work

alongside the existing practice manager has also resulted in improved timeliness and quality of management oversight, which is clearly recorded on children's records. These improvements are still at an early stage, and the service continues to be vulnerable to changes in demand and a reliance on a number of agency staff.

When children require further social work assessment, they are transferred quickly to social workers in the safeguarding duty teams. However, differences in the application of thresholds by the two teams result in debate between managers and inconsistent decision-making or outcomes for some children. The local authority is aware and plans to address this issue as part of the work for the planned restructure.

Although the capacity of the safeguarding duty teams has been increased, caseloads in the teams continue to be too high and, for some social workers, have increased since the inspection. Some social workers spoken to during the monitoring visit had up to 53 children on their caseload and, as a result, are under tremendous pressure and are struggling to improve the quality of their work or to record it in a timely way.

Managers ensure that children are allocated a social worker in a timely way and that social workers visit children quickly to ensure their safety and to start assessments of need. However, managers who are currently responsible for up to 13 social workers are not effective in going on to monitor the quality of social work practice. Children's records have evidence of managers having reviewed pieces of work but, in many cases, this has not resulted in appropriate action, and several examples were seen by inspectors of managers authorising inadequate assessments. The local authority is aware that their plans to further increase capacity of staff and managers need to be implemented as quickly as possible to support any further improvement and create the right conditions to enable social workers to deliver good services for children.

Social workers and team managers reported many positive changes since the inspection and that they feel that senior managers and leaders are more willing to consult with them and to listen to their concerns. Social workers reported having regular supervision, but a review of supervision files during the visit did not evidence that this is happening regularly for all staff. This lack of supervision is undermining the work to improve practice and needs significant improvement. The local authority has plans for further supervision training for managers and a renewed supervision policy for implementation in April 2017.

Although some audit work has been undertaken since the inspection, frontline managers have not had training, support or the time to enable them to complete regular audits of casework. Despite oversight by senior managers and coordination by the assistant director, the majority of the case audits reviewed during the monitoring visit were poor. Audits focused on compliance, with little comment about the quality of work and a lack of meaningful feedback for social workers, to support them to improve. In many cases, auditors have not commented on key deficits or

gaps in the service provided and have not evaluated the work done in the context of the impact and outcomes for children.

The local authority has established a head of service post to lead on the development and implementation of an effective quality assurance framework in recognition of the need for improvement. However, in order for any new framework to be effective, the entire senior management team need to ensure that they have a shared and accurate understanding of what good-quality social work practice looks like, in order that they can lead practice improvement effectively.

The local authority is in the very early stages of improving services and has a realistic view of the progress to date. The changes to arrangements at the hub have resulted in children receiving a safer and more effective response than was seen at the time of the inspection, and although the changes are still very new, this is a good first step towards improvement. The plans for reorganisation of teams and additional posts to further increase capacity need to keep pace with increasing demand in order that they address the key challenge of high caseloads and support future improvement in the quality of practice.

I am copying this letter to the Department for Education.

Yours sincerely

Paula Thomson-Jones

Her Majesty's Inspector

TAMESIDE CHILDREN'S SERVICES

12 week action plan

This document draws together three key areas of learning and provides clarity about key actions being undertaken in the next 12 week period through July, August and September 2017.

It draws on;

- The Tameside Children's Services Improvement Plan.
- The work of the Tameside Safeguarding Children Board.
- The work of the independently chaired Tameside Children's Services Improvement Board which agreed that reviewing actions on a 12 week cycle was appropriate.
- Advice from the Department for Education advisors to focus on outcomes (direct impact on children) and outputs (data reports which evidence direction of travel). Three clear priorities have been agreed, namely caseloads, compliance and quality of practice.
- Feedback from the OFSTED monitoring visits.

30 June 2017

July to September 2017 Actions

This delivery document (in part a response to the findings from the Ofsted monitoring visit in June 2017) builds on the existing Tameside Children's Improvement Plan currently in place and sets out a planned escalation to our improvement work.



This set of deliverables will continue to be actively monitored to ensure direct impact on both outputs for children and outcomes in data reports building on the key arrangements which we have put in place including performance clinics, practitioner group and whole workforce sessions

Ref	Activity	Lead	Date
AP1	<p>DCS and AED have met with all front line managers and teams to refocus as a priority, the absolute need for compliance with statutory requirements. The key indicators which are the focus in this 12 week period are;</p> <ul style="list-style-type: none"> • Contacts authorised within 24 hours • Referrals allocated within 24 hours of receipt • Timeliness of social work assessment • Child in need reviews within timescale • Initial child protection conferences in timescale • Review child protection conferences in timescale • Reviews for Looked After children in timescale • Pathway Plans for care leavers in place • Children and young people are seen at least according to statutory visiting timescales <ul style="list-style-type: none"> • Implement clear and meaningful visual presentation of team performance and business (i.e. flow) data – e.g. information centres • Showcase the outcomes for children of improved performance 	<p>Stephanie Butterworth</p> <p>Dominic Tumelty</p> <p>Sarah Dobson</p>	<p>Staff session – 28 June</p> <p>Performance clinics – 20 July / 17 August / 14 September</p>
AP2	<p>Undertake an independent diagnostic to identify key issues and root causes relating to statutory and local compliance and the relationship to quality.</p> <p>The output from the work to provide a root map for changes to compliance and quality processes that will underpin measurable improvements in both areas.</p>	<p>Dominic Tumelty</p> <p>Sarah Dobson</p>	<p>July – August 17</p>
AP3	<p>Further develop the audit process to ensure and accelerate the translation of an improvement in the quality of audit into a measurable improvement in practice – i.e. learning from audit leading to sustainable improvement in practice.</p> <p>Head of Quality Assurance to roll out the QA framework with particular reference to monitoring of audit outcomes so that they become tangible learning actions that are then followed up and checked for measurable improvement.</p>	<p>Katherine Mackay</p>	<p>July 2017</p>

	<p>Alongside the practice / operational activity about shared understanding of learning, action and impact to be collated and reviewed by Children's Management Team Head's of Service.</p> <ul style="list-style-type: none"> • Supervision , both frequency and quality • Recording of decisions • Inconsistency of decisions • Quality of assessment • Use of HR procedures to address deficits 		
AP4	<p>Undertake a data and intelligence review to develop a clearer understanding of what is driving the increase in demand on services. This will include a review of source and route of cases with a view to ensuring work is being directed to the right places to avoid duplication and/or drift and delay.</p> <p>This will also include a wider look at the determinants affecting Tameside as a Borough and the impact of Council wide strategies, e.g poverty</p> <p>To include a review of caseloads understanding historical patterns, expected performance and future projections.</p> <p>The outputs will inform the development of the early help offer (i.e. reduce demand), review of the Hub and access to protection services (i.e. right work in the right place) and flow through the system (i.e. management of caseloads and compliance with timescales).</p>	<p>Dominic Tumelty</p> <p>Sarah Dobson</p>	<p>July- August 17</p>
AP5	<p>Revise the workforce strategy and develop a specific and measurable action plan to deliver the following by early September 2017:</p> <ul style="list-style-type: none"> • Turnover reduced and stability increased • Induction embedded • Supervision compliance – both completion of supervision and its quality. • Exit interview compliance and learning • Accelerating conversion of quality agency workers to permanent employees • Reduce caseloads overall and ensure caseload allocation effectively matches experience and skills. • Demonstrate that staff sickness levels are stable 	<p>Tracy Brennand</p> <p>Dominic Tumelty</p>	<p>July- August 17</p>
AP6	<p>Re-launch and embedded compliance with practice standards across all work streams.</p> <ul style="list-style-type: none"> • Articulate what is acceptable and what is not and monitor • When do we expect to see improvement and by 	<p>Dominic Tumelty</p>	<p>July- August 17</p>

	<p>what degree</p> <ul style="list-style-type: none"> Review and bring together once a week for review by Children's Management Team. 		
AP7	<p>Ensure that the Thresholds Management Group which reports to TSCB and Improvement Board reports in a timely manner on the issues which drive partner referrals, CAF implementation and partner agency training needs</p>	<p>David Niven</p> <p>Stewart Tod</p>	<p>July 17</p>
AP8	<p>Undertake a further comprehensive review of learning from other areas, with a particular focus on those improving following an inadequate judgement to gain qualitative insight into what made the difference and put actions in place.</p> <p>Output to be a menu of opportunities and ideas for Children's Services Management (CMT) to adopt and implement.</p>	<p>Sarah Dobson</p>	<p>July 17</p>

Agenda Item 8

Report to :	EXECUTIVE CABINET
Date:	30 August 2017
Executive Member / Reporting Officers:	Cllr John Taylor – Deputy Executive Leader Damien Bourke – Assistant Director, Development and Investment
Subject:	NAMING THE JOINT PUBLIC SERVICE CENTRE
Report Summary:	This report outlines the approach to the naming of the new Joint Public Service Centre, being built in Ashton, in preparation for its opening in 2018.
Recommendation:	<p>The Vision Tameside Signage Strategy sub-group put forward the following recommendations that Executive Cabinet are asked to agree:</p> <ul style="list-style-type: none">• The Joint Public Service Centre be named the Daniel Adamson Building and displayed on a plaque in the foyer.• The Advanced Skills Centre be named the Hannah Mitchell Building and displayed on a plaque in the foyer.• The entire building be known as Tameside One.• A Tameside One logo be designed and used on relevant signage where appropriate.• High level back lit signage to appear on each of the buildings displaying:<ul style="list-style-type: none">○ TMBC logo on the Joint Public Service Centre○ Tameside College logo on the Advanced Skills Centre <p>The Vision Tameside name continues to be used for investment, development projects and economic growth.</p>
Links to Community Strategy:	The Council budget aligns with the priorities of the Corporate Plan and the partnership wide Community Strategy.
Policy Implications:	There are no policy implications related to this report.
Financial Implication: (Authorised by the Section 151 Officer):	Any expenditure associated with the naming of the buildings and for the redeveloped market area will be funded from within existing budgets of the Vision Tameside programme.
Legal Implications : (Authorised by the Borough Solicitor)	It will be important to pick a name that represents the vision and ambition the Council wants to inspire and achieve.
Risk Management :	In order to avoid adverse publicity it is important that due consideration is given to the name of the building and a name selected that will be approved of by the public.
Access to Information :	<p>The background papers relating to this report can be inspected by contacting the report writer Lorraine Kitching:</p> <p> Telephone: 0161 342 4043</p> <p> e-mail: lorraine.kitching@tameside.gov.uk</p>

1.0 INTRODUCTION

- 1.1 Vision Tameside Phase 2 (VTP2) is the second phase of a joint programme between the Council and Tameside College. Tameside Administration Centre (TAC) has now been demolished and construction work is well underway to build the new Joint Public Service Centre and Advanced Skills Centre in its place.
- 1.2 Together with the Phase 1 Advanced Learning Centre, market square redevelopment, construction of Tameside Interchange (Ashton-under-Lyne) and public realm improvements currently underway, the project will provide a major new development focus as well as securing our main civic buildings around the borough.
- 1.3 The new Joint Public Service Centre will consolidate a number of community services including the Council's customer services centre, the Clinical Commissioning Group, Job Centre Plus and the public library. Separate entrances are provided for the public sector services and the college.

2.0 BACKGROUND

- 2.1 A number of options for naming the Joint Public Service Centre and Advanced Skills Centre have been considered and recommendations for the name were determined by a small sub-group which consisted of the following members:
 - Cllr John Taylor – Deputy Executive Leader
 - Cllr Gerald Cooney - Executive Member (Healthy and Working)
 - Jackie Moores – Principal of Tameside College
 - Damien Bourke – Assistant Director (Development and Investment)
 - Emma Varnam – Assistant Director (Stronger Communities)
 - Sarah Dobson – Assistant Director (Policy, Performance and Communications)
- 2.2 Subsequently a Signage Strategy sub-group was established to review and finalise the plans for naming the building, consider a strategy for naming the core area of the redevelopment taking place as part of Vision Tameside and agree a signage strategy. This group was chaired by Cllr Fitzpatrick and consisted of the following members:
 - Ade Alao – Investment & Development
 - Andrea Wright – Investment & Development
 - Lorraine Kitching – Policy and Communications
 - Lynn French – Tameside College
 - Adrian Hewitt – LEP
- 2.3 This report sets out the recommendations for naming the Joint Public Service Centre and Advanced Skills Centre which Executive Cabinet is asked to approve.

3.0 DRAFT PROPOSALS

- 3.1 It is proposed that the Joint Public Service Centre and the Advanced Skills College are named separately. It is recommended that the Joint Public Service Centre be named the **Daniel Adamson Building** and the Advanced Skills Centre be named the **Hannah Mitchell Building**. The rationale for each of these names is detailed below.

Daniel Adamson Building (preferred name for the Joint Public Service Centre)

- 3.2 **Daniel Adamson** (30 April 1820 – 13 January 1890) was an English engineer who became a successful manufacturer of boilers. He was also the driving force behind the inception of the Manchester Ship Canal project during the 1880s. Adamson established his first iron works,

Daniel Adamson and Co, in Newton Moor. This was followed by the establishment of a second foundry, built on what was then called Muslin Street (now called Talbot Street). Products of these foundries were patented, and exported worldwide. The company's success led to a third works being built, in Dukinfield.

- 3.3 In addition to his iron works achievements, **Adamson** was a strong advocate of the Manchester Ship Canal, which later led to him becoming the first chairman of the Board of Directors of the Manchester Ship Canal Company. He was also elected as President of the Iron and Steel Institute.
- 3.4 **Daniel Adamson** was a pioneering engineer of his time and was internationally renowned with his innovations in boiler design and the manufacturing process associated with them. Tameside has a strong manufacturing heritage in particular in the textile and engineering sectors and naming the Joint Public Service Centre after **Adamson** would reflect this proud heritage and the contribution he made to engineering. A blue plaque commemorating **Adamson** is in Adamson Street, Dukinfield.

Hannah Mitchell Building (preferred name for the Advanced Skills Centre)

- 3.5 In 2018, the year the new Advanced Skills Centre will be opened, it will be the 90th anniversary of all women aged 21 and over receiving the right to vote on the same terms as men. **Hannah Mitchell** was a suffragette, who lived on Elizabeth Street, Ashton, from 1900 to 1910. **Hannah** left home at 14 seeking a better life for herself and found work as a dressmaker and in domestic service in the household of a schoolmaster. This allowed Hannah to pursue her dream of becoming a teacher and enabled her to improve her education.
- 3.6 Influenced by Robert Blatchford's newspaper, The Clarion, Hannah became involved in the socialist movement and attended the Labour Church. She began to speak at meetings of the Independent Labour Party and worked as a part-time organiser for Emmeline and Christabel Pankhurst's Women's Social and Political Union. After the Armistice she started to work with the ILP again and in 1924 they nominated her as a member of Manchester City Council. She was elected and served until 1935. **Hannah Mitchell** who in spite of her upbringing valued education and fought, first for the rights of the working class and then for the rights of women. Naming the new Advanced Skills Centre after **Hannah Mitchell** would recognise her contribution to equalities and the importance of education for all.
- 3.7 It is proposed that the building's names are displayed on plaques in the foyers of the respective buildings similar to the approach taken at Guardsman Tony Downes House.
- 3.8 In order to distinguish between the two buildings, it is proposed that signs are displayed on the ends of each of the buildings as illustrated in Picture 1 using the Council's and Tameside College's logos.



Picture 1: Position of Tameside Council and Tameside College's logos

- 3.5 It is proposed that the core area of the development would be known as Tameside One. It is proposed that a logo be developed to represent Tameside One and this be used on the signage around the area.
- 3.6 A meeting took place at Tameside College on 15 May 2017 where the proposed names were formally agreed.

4.0 RECOMMENDATIONS

- 4.1 As set out on the front of the report.

Agenda Item 9

Report to :	EXECUTIVE CABINET
Date :	30 August 2017
Executive Member/Reporting Officer :	Councillor Brenda Warrington – Executive Member (Adult Social Care and Wellbeing) Sandra Whitehead – Assistant Director (Adult Services)
Subject :	TRANSFER OF THE GRAFTON CENTRE, FORMER ADULT SERVICES SUB THRESHOLD CENTRE, TO AN INDEPENDENT CHARITABLE INCORPORATED ORGANISATION.
Report Summary :	<p>Following a Key Decision on 18 December 2013 where it was agreed that <i>'in principle the Council supports the establishment of a Development Trust and that a Key Decision be taken when firm proposals are available'</i>, the report summarises the significant developments which have since taken place.</p> <p>The report outlines the progress to date and the benefits of this as a preferred model of delivery which can be duplicated across the borough, in line with the Council's approach to, and support of, the prevention and community development agenda.</p> <p>The Grafton Centre, which now operates as a shadow Charitable Incorporated Organisation (CIO) is a sustainable organisation and is at the stage where independence from the Council is the preferred option. The business model is supported by a Business Plan adopted by the CIO Board members</p>
Recommendations :	<p>That the Council supports the establishment of a Charitable Incorporated Organisation (CIO) with the intention to continue the delivery of sub-threshold services from the Grafton Centre by the grant of a 20 year lease of the Grafton Centre at a peppercorn rent subject to a break clause under the lease exercisable by giving 6 months written notice in the event that the CIO no longer meets the Council's aspirations. This is in addition to legal remedies available should the CIO fail to comply with the terms of the lease.</p>
Links to Community Strategy:	Healthy Tameside Safer Tameside Supportive Tameside
Policy Implications :	<p>The Council recognises that traditional models of social care cannot be sustained and a revised approach is necessary. It is widely recognised that prevention and early intervention approaches help people stay well, live independently, and remain healthy for longer. It is important to ensure that a wide range of preventative services are available to support people across the spectrum of need, including those who do not approach the Council for support or meet its eligibility criteria.</p>
Financial Implications: (Authorised by Section 151 Officer)	<p>The Council no longer provides financial support towards the delivery of services at the Grafton centre. The Charitable Incorporated Organisation (CIO) will lease the Grafton Centre from the Council at an annual rental of £1,000 per annum on a 20</p>

year lease.

This transfer will have an impact on the value of business rates recoverable by the Council. The existing annual business rates payable on the centre is £4,100. On transfer, the CIO will be entitled to mandatory charitable relief once charitable status is acquired. This will reduce the annual business rates payable by 80% i.e. leading to a current annual sum payable of £820. The CIO may also submit an application for a further 10% top up discretionary relief providing specified criteria applies. Under the Business Rates Retention Scheme now operating in Greater Manchester the Council will have to bear this loss of rating income of £3,280 - £3,690.

Section 6.4 of the report provides a summary of the projected 2017/18 income and expenditure for the CIO. The summary states a projected net deficit for the year of £7,720. The majority of this projected deficit (£7,000) relates to the provision of resources to support contingency expenditure and an on-going sinking fund. It is assumed that the cost of lease preparation is included within the contingency allocation as it is not separately identified within the summary. Section 6.2 of the report states that the CIO will finance the related lease preparation expenditure incurred by the Council.

Whilst the organisation has reserves of £46,000 it is clearly concerning that expenditure is projected to exceed income in the inaugural year at the Grafton centre. It is therefore essential that the Board of Trustees regularly monitor and assess income and expenditure to ensure the ongoing sustainability of the organisation.

**Legal Implications
(Authorise by Borough
Solicitor):**


As the Council ceased to provide the services itself some time ago there are no direct legal implications that arise from the decision. The grant of a lease to the Charitable Incorporated Organisation (CIO) under delegated powers will define the relationship with the parties. Whilst it is not possible to oblige the CIO to provide specified services the Council has retained a break option under the lease exercisable by giving 6 months written notice to expire on the anniversary of the term commencement date (the date of the lease). The Council could exercise this provision in the event that the CIO no longer meets the Council's aspirations. This is in addition to legal remedies available should the CIO fail to comply with the terms of the lease.

Risk Management :

The risk of not transferring the services to the Charitable Incorporated Organisation is a significant one, in that the only alternative is closure which place an immediate demand on other services and would not be in line with the Council's approach to preventative services.

Access to Information :

The background papers relating to this report can be inspected by contacting the Janine Byron (Assistant Team Manager Community Engagement and Market Development), by:

 Telephone: 0161 342 4389

 E-mail: janine.byron@tameside.gov.uk

1. BACKGROUND

- 1.1 For a number of years there has been a strategic shift towards a more preventative health and social care system which was clearly set out in the “Vision for Adult Social Care” and reiterated in the White Paper “Caring for our Future”, and the Care Act 2014. The Government considers a central aim of prevention is to transform care “not by looking upwards to the state, but outwards to open communities and by empowering individuals and unlocking the power of creativity of neighbourhoods”.
- 1.2 The Government expects councils to play a vital role in leading change and stimulating action within their communities and have a broader role in promoting health and wellbeing enhanced by their public health functions and responsibilities.
- 1.3 For several years the direction of travel within the Council, especially within Adult Services, has been to move away from more costly, intensive services that create dependence towards a more preventative and early intervention model. This has very much included the development of low level community based services which are open to all and are not solely aimed at those eligible for social care.
- 1.4 The Council recognises that traditional models of social care cannot be sustained and a revised approach is necessary. It is widely recognised that prevention and early intervention approaches help people stay well, live independently, and remain healthy for longer. It is important to ensure that a wide range of preventative services are available to support people across the spectrum of need, including those who do not approach the Council for support or meet its eligibility criteria. This will ensure that people do not go without the support which could prevent critical needs developing in the future.
- 1.5 With this in mind, a Key Decision was taken in December 2013 in relation to the Grafton Centre in Hyde, where it was agreed that ‘in principle the Council supports the establishment of a Development Trust and that a Key Decision be taken when firm proposals are available’.

2. THE NEW MODEL

- 2.1 As stated, the Grafton Centre was a Council run facility providing a traditional luncheon club with some associated day time activity. As such it was an expensive resource to run given that the provision was aimed at people who would be viewed as sub threshold.
- 2.2 The Key Decision was the driver to consider change and mandated officers to initiate a development trust project to support interested members of the Grafton Centre and from the existing Entertainment Committee to develop a management committee with a view to moving to fully self-sustaining development trust style model by the end of the third year.
- 2.3 Since 2013 the Trust has been on a fast moving, exciting journey to where they are now, a self-sustainable, thriving centre with nearly 500 members. The Trust started as an unincorporated organisation which was made up of the Entertainment Committee, the volunteer catering team and a group of interested members which was supported by elected members and officers of the council. Independent private consultants were also commissioned to support the process in addition to members of Action Together.
- 2.4 Throughout the journey, the Trust has ensured that the developments, changes and all decisions have been made through an open and transparent process. The monthly Board meetings are open to all members on a drop in basis. Consultation has taken place on key developments (see section 5) which has ensured that all members have been able to have their say.

- 2.5 Action Together have supported the Board in terms of looking at all different governance models and a decision was made by the Board to set up as a Charitable Incorporated Organisation (CIO) in September 2016. An Extraordinary Meeting was held in November 2016 to agree for the CIO inception and for all assets of the Unincorporated Organisation to be transferred to the CIO. This was agreed by members.
- 2.6 The CIO now has 5 appointed Trustees and a number of specific agreed roles, such as Fundraiser, Membership Co-ordinator, Kitchen Supervisor and Entertainment Committee Representative, the sub-committee of which sits underneath the Management Committee.
- 2.7 Decisions are made either through the monthly Management Committee meetings on a voting basis or through a majority decision made by the Trustees at the Board meetings. All decisions made by the Trustees are then presented to the Management Committee for information.
- 2.8 It was agreed that the Board/Management Committee would request council representation on the Board. Any appointment will need to be approved by the Council under its constitution. The current Chair of the Board is a current elected member of the Council and advice and assistance is also provided by a current officer of the council within the Community engagement and Market Development team.
- 2.9 Following the decision, intense work has taken place at the Grafton Centre and a Charitable Incorporated Organisation (CIO) has been established and is led and managed by a Board of Trustees. This Board is made up of vibrant, active and enthusiastic volunteers, Council representatives, ex health professionals, user group representatives, catering volunteers, Action Together and a private consultant.
- 2.10 The approach has been to work closely with the voluntary members of the Board so that they can increasingly develop skills with a view to taking on responsibility for the running of the Grafton Centre. Combined, the stakeholders have worked to develop a shared vision and ambition to lead and take over the running and management of the Grafton Centre as a fully skilled, self-sustainable organisation.
- 2.11 The Grafton Centre has also increasingly developed a range of daily activities which promote the health and wellbeing of its members. Since its launch as an active ageing centre in 2009 membership has grown and currently has nearly 500 active members with an average of 1200 activity attendances over the course of a month.
- 2.12 The Grafton Centre members range from those who are quite frail to those who are extremely physically and mentally active. There are a variety of activities for all abilities on a weekly basis covering a range of interests such as Keep Fit, Health Walks, Armchair Exercise, Line Dancing, Zumba, Art Workshops, Singing for Fun, Chit Chat Club, Bridge, Indoor Bowling, Drama, Sequence Dancing and many more.
- 2.13 The Grafton Centre has also attracted a number of ad-hoc sessions supporting the wellbeing of people attending, such as; Police Surgeries, Financial Advice (Post Office), Health Improvement Team (Health checks), Wellbeing Advice, Carers workshops, Dementia Friends Talks, Silver Surfers Sessions etc.
- 2.14 The Grafton Centre has a track record of successful partnerships with the likes of Tameside College of Technology, the Police, Public Health, Adult Services, Action Together and the Volunteer Centre Tameside. The potential for further partnership arrangements is unlimited and would be designed around user ideas and consultation and progressed through the Grafton CIO Board.
- 2.15 The Grafton Centre has opened up the membership offer to include all adult age groups rather than being focussed on older people as it had been in the past and this has resulted in an increase in membership.

- 2.16 All current activities have been demand led and co-produced through member consultation and feedback. The activities are delivered through a mix of paid professional instructors and community volunteers. The Grafton Centre has a long standing, active and enthusiastic Entertainments Committee which is very keen to develop and expand the Grafton Centre and its uses further.
- 2.17 The food offer at the Grafton has been critical to the success of the Grafton Centre and is integral to the basis of the membership of many of its members. Further to the decision in December 2013 to cease the luncheon club provision at the Grafton Centre, the Grafton now boasts a volunteer led catering function offering a daily hot food offer to its members. A group of approx. 15 active qualified volunteers deliver a quality service to members daily offering a range of food from a two course home cooked meal to lighter snacks and drinks.
- 2.18 The Grafton Centre, whilst taking a little time to develop as we have been concentrating on building in the learning and taking the people forward at a realistic pace, has been a real success. The model is working well, users are actively involved in progressing what the Grafton Centre offers largely for people who do not meet threshold for service to maintain their health and well-being whilst keeping them out of formal service provision.

3. FUTURE DEVELOPMENTS

- 3.1 The Grafton Centre is now completely self-sufficient and is in a very positive financial position. Following negotiations with the Council, a lease is in the process of being drawn up and subject to the approval of this report will be granted to the CIO. The lease is to be a 20 year lease which will provide the Board with a degree of security in terms of longer term grant funding and investments. The lease is to come into effect from 1 July 2017 or as soon as possible thereafter.
- 3.2 The Board of Trustees has now recruited a Community Centre Manager who will be responsible for the running and management of the Grafton Centre, the co-ordination of activities, the generation of income and facilitation of volunteer involvement. The manager will work closely with the Management Committee, the members and will be responsible for implementing the Boards vision.
- 3.3 Formal notice has been given to the Head of Environmental Development who has instructed the relevant body to complete a change order for the termination of Caretaking services at the Grafton Centre with effect from 1 July 2017 (to allow a formal handover period).
- 3.4 A full business plan is now in place with a clear vision and details of levels of income required to deliver on this. This will be a key document that the Community Centre manager will be expected to work too and report back to the Trustees on progress.

4. OPTIONS APPRAISAL

- 4.1 Alternative options are limited due to the extent of the development work taken place over the last 3 years. If the decision to formally hand over to the Charitable Incorporated Organisation did not take place, options would consist of either closing the Grafton Centre down or continuing with the existing provision (prior to the new developments).
- 4.2 Closing the Grafton Centre down would place an immediate demand on other services and would not be in line with the Council's approach to preventative services.
- 4.3 Continuing with existing provision, given the Council's current financial situation and coupled with the fact that all Council funding to the Grafton Centre has now ceased, would almost

certainly result in closure of the Grafton Centre and again would place an immediate demand on other alternative, more costly services.

5. CONSULTATION

- 5.1 As reported in the December 2013 Key Decision, a significant amount of fact finding and consultation had taken place prior to the decision being made. Consultation took place via a questionnaire, drop-in sessions and the Big Conversation.
- 5.2 Key findings of the consultation confirmed that 88% of people felt that moving towards a Development Trust was the best way forward with the majority of people also confirming that they attended the Grafton Centre for social interaction and the positive impact it had on their wellbeing.
- 5.3 In addition to this, during the 3 years since the initial consultation, further work has taken place in terms of keeping members up to date of developments and also reviewing changes that have been implemented. In the majority of cases all feedback has been positive and where options and ideas for improvement have been made, all efforts have been made to implement the changes.
- 5.4 Full details of the previous consultation exercises (included in the previous Key Decision report) are available on request.

6. FINANCES

- 6.1 There are no financial implications to the Council in terms of cost to transfer the community asset to the Grafton CIO.
- 6.1 The Council has previously provided funding to keep the Grafton operating as a community resource. However over the previous three years the revised operating model with increased control and provision being taken on through the Development Trust has seen a reduction in Council support from an annual contribution of £60,710 per annum to nil funding in 2016/2017. This period has seen increasing numbers of people using the Grafton Centre and greater numbers of activities for people to get involved in.
- 6.2 The Grafton CIO is also covering the financial costs for the Council's legal services costs incurred in the lease preparation.
- 6.3 In terms of the financial position of the CIO, the organisation has in place a clear Business Plan and financial plan. As stated in section 3.4, the new Community Centre manager will be required to deliver the Business Plan and a key element of the role is around working with the Board particularly around income generation and ensuring financial stability at the Grafton Centre and to reduce the year end difference (highlighted below on 6.4) whilst maintaining the sinking fund, contingency fund and money in the bank.
- 6.4 A projected financial summary for 2017/2018 is provided below :

Money in the bank: £46,000

Income

Meals income

- Luncheon (profit - after costs)

£4,000

- Bistro (profit - after costs)

£4,500

Onsite/offsite catering

£500

Workshops	£14,000
Room Hire	£12,000
Services – nails etc	£300
Membership	£5,000
Donations	£500
Sponsorship	£0
Grants	
Fundraising	£4,500
Council grant/discount	
Service delivery	
<u>Income sub-total</u>	<u>£45,300</u>
Expenditure	
<u>Staff</u>	
Centre Manager	£23,000
Caretaker	£7,500
Cleaner	£3,000
Consultancy costs and professional services	
Insurances (Public/Building/Contents)	£800
PRS licence	£200
<u>Utilities</u>	
Electricity	£1,700
Gas	£3,800
Water (metered)	£1,800
Rent	£1,000
Rates	£800
Building Maintenance and Repair	£500
Subscriptions (phone/internet)	£500
IT / Photocopy	£70
Admin / consumables	£50
Security	£300
Marketing	£500
Cleaning materials	£500
Sinking Fund	£2,000
Contingency	£5,000
<u>Expenditure sub-total</u>	<u>£53,020</u>
<u>Net Deficit</u>	<u>-£7,720</u>

- 6.5 The Board will continue to assess income and expenditure to ensure that the Grafton Centre remains sustainable.

7. RISK MANAGEMENT

- 7.1 The table below lists the general risks related to the proposed asset transfer

Risk	Consequence	Impact	Likelihood	Action to Mitigate Risk
Volunteers not wanting to maintain their involvement in the Grafton Centre or lack of new volunteers.	Reduced support to the Grafton Centre as voluntary involvement is critical to the success of the service.	High	Low	Good Volunteer strategy implemented. Community Centre manager has facilitation of voluntary involvement in the job description. Good close relationships established with the voluntary sector, particularly Action Together and the Volunteer Centre.
Members do not continue to attend and support the Grafton Centre through attendance and membership.	Reduced income to the Grafton Centre which will affect its ability to become self-sustaining into the future	High	Low	Continued monitoring of the income generated through the provision of activities. Constant development of activities through user led practise.

8. EQUALITIES

- 8.1 Users of the Grafton Centre historically were aged 55 and over, with the majority being over 75 years of age. However, the age restriction has now been lifted and all members of the community are welcome to the Grafton Centre.
- 8.2 Plans are in place to facilitate a range of activities for all ages such as Film nights, Children's Pantomimes and shows, Mums and Tots groups etc.

9. CONCLUSION

- 9.1 Following an intense three years of developments and improvements at the Grafton Centre, the Grafton Centre now exists as a separate legal entity as a Charitable Incorporated Organisation (CIO).
- 9.2 It has a fully skilled Board of Trustees with a clear vision and business plan in place.
- 9.3 Plans are all in place for the CIO to commence independent delivery of the Grafton Centre from 1 July 2017, including the agreement of a 20 year lease and the employment of a new Community Centre Manager.

10. RECOMMENDATION

- 10.1 As stated on the report cover.

Report To:	EXECUTIVE CABINET
Date:	30 August 2017
Executive Member/ Reporting Officer:	Councillor John Taylor – Deputy Executive Leader Damien Bourke, Assistant Executive Director – Development and Investment
Subject:	HAUGHTON GREEN SUPPLEMENTARY PLANNING DOCUMENT (SPD)
Report Summary:	<p>This report explains the steps taken to develop the Haughton Green SPD and seeks approval to adopt it as planning guidance.</p> <p>The document provides character based design advice and guidance for prospective applicants wishing to bring forward development within a specific area of Haughton Green.</p>
Recommendations:	<ol style="list-style-type: none">1. To adopt the Haughton Green SPD appended to this report coming into effect as planning guidance with effect from Monday 11 September 2017.2. To adopt the Sustainability Appraisal Report, Adoption Statement, Consultation Statement (including analysis of comments received through public consultation), Habitat Screening Opinion and Equalities Impact Assessment which support the SPD coming into effect on Monday 11 September.
Links to Community Strategy:	The SPD will have a key role to play locally in Haughton Green in fulfilling the objectives of a prosperous, attractive, safe and healthy borough with both direct and indirect links to Community Strategy objectives.
Policy Implications:	The Haughton Green SPD has been prepared in relation to principally policy C1 of the Councils Unitary Development Plan (UDP) relating to Townscape and Urban form. UDP policies have been saved in accordance with the provisions of the Planning and Compulsory Purchase Act 2004 following direction from the Secretary of State on 18 September 2007. The current UDP policies provide those which the SPD is linked to as required under regulation 8(3) of the Town and Country Planning (Local Planning) (England) Regulations 2012.
Financial Implications: (Authorised by the Borough Treasurer)	There are no direct financial implications arising from this report.
Legal Implications: (Authorised by the Borough Solicitor)	The procedure accords with Part 5 of the Town and Country Planning (Local Planning) (England) Regulations 2012
Risk Management:	One of the primary purposes of the SPD is to manage risk related to developments within Haughton Green by ensuring they are appropriately designed to protect and enhance local

character.

The process of adopting SPD allows for a period of legal challenge, where any person with sufficient interest in the decision to adopt the SPD may apply to the High Court for permission to apply for judicial review of that decision. Any such application must be made promptly and in any event not later than 3 months after the date on which the SPD is adopted.

Access to Information:

Appendix 1: Haughton Green SPD

Appendix 2: SPD Sustainability Appraisal Report

Appendix 3: SPD Habitats Screening Opinion

Appendix 4: SPD Consultation Statement

Appendix 5: SPD Equalities Impact Assessment

Appendix 6: SPD Adoption Statement

The background papers relating to this report can be inspected by contacting the report writer: Graham Holland, Planning Policy.



Telephone:0161 342 3102



e-mail: graham.holland@tameside.gov.uk

1.0 PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to describe the work undertaken in developing the Haughton Green Supplementary Planning Document (SPD) and to seek approval to adopt it and its associated supporting material as planning guidance.

2.0 BACKGROUND

- 2.1 Development within Haughton Green is currently guided by policies contained within the Tameside Unitary Development Plan (UDP) adopted in 2004 and other associated SPD unless material considerations indicate otherwise, as detailed in Section 38(6) of the Planning and Compulsory Purchase Act 2004 and Section 70(2) of the Town and Country Planning Act 1990.
- 2.2 Policies within the Council's UDP have been 'saved' in accordance with the provisions of the Planning and Compulsory Purchase Act 2004 following direction from the Secretary of State on 18 September 2007. Following publication of the National Planning Policy Framework (NPPF) in March 2012, the Council may give weight to policies in its existing plan according to their degree of consistency with the NPPF as set out at paragraph 215.
- 2.3 The SPD has been prepared in relation to saved policies of the UDP, principally policy C1 (Townscape and Urban Form) which is considered to be consistent with the NPPF and is therefore afforded full weight. Policy C1 sets out that urban design frameworks will be produced for particular areas and corridors in the borough, as supplementary planning guidance, detailing fundamental principles which should be followed and from which detailed design may be interpreted.
- 2.4 While existing UDP and SPD policy have aided in guiding development in Haughton Green to date, a strong community desire and recognised need to create a document focused primarily on Haughton Green existed. The SPD ensures individual developers are aware of the broad character of the area and that proposals positively contribute toward enhancing this, which both local residents and Councillors are keen to see recognised.
- 2.5 The document provides character based design guidance to prospective applicants wishing to submit proposals within the area covered by the SPD and against which the Council will assess proposals. The document does not introduce new policy content, but gives additional information and advice on the implementation of UDP policy, particularly C1 as set out above.

3.0 SUMMARY OF THE SUPPLEMENTARY PLANNING DOCUMENT

- 3.1 The role of the SPD is to help guide future development within Haughton Green, particularly that of the former Old Rectory site. The SPD highlights the importance of adopting a character based design led approach to sustaining an attractive and vibrant community through proposals which respect and enhance local character.
- 3.2 Allied with policies focused on future development, the SPD highlights specific project principles which could further enhance the area's character. These include public realm projects at two key locations, the Village Green and along Meadow Lane, although these would require further detailed design work beyond the scope of the SPD. In addition it should be noted it is not the intention of the public realm policies to set out improvements which the Council will directly fund or deliver itself, rather the principles which should be followed when considering any such future interventions and which would be the subject of future funding decisions.

- 3.3 The SPD contains a number of policies to assist developers when designing schemes and help the Council to make consistent decisions when assessing planning applications, as listed below. These policies aim to ensure future developments apply character based design principles to ensure high quality, sustainable solutions are achieved.
- 3.4 SPD Policy:
- HAU1 – Land Use
 - HAU2 – Landmarks and Gateways
 - HAU3 – Character
 - HAU4 – Massing, Density and Height
 - HAU5 – Frontages and Edges
 - HAU6 – Materials and Detailing
 - HAU7 – Vehicular Access and Parking
 - HAU8 – Public Realm, Haughton Green Road
 - HAU9 – Public Realm, Meadow Lane
 - HAU10 – Footpaths and Cycle Infrastructure
 - HAU11 – Open Space
 - HAU12 – Trees, Soft Landscaping and Biodiversity
 - HAU13 – Old Rectory Site Development Principles
- 3.5 In use it is anticipated the SPD and its guidance, allied with local and national policies will help to ensure future development proposals contribute more positively, and respect and enhance the character of Haughton Green.

4.0 PROCEDURE

- 4.1 The Haughton Green SPD was prepared for public consultation in line with the Planning and Compulsory Purchase Act 2004 (as amended) and the Town and Country Planning (Local Planning) (England) Regulations 2012.
- 4.2 It is considered the SPD conforms with the policies of the National Planning Policy Framework (NPPF) which seek to achieve sustainable development, key elements of which include respecting and enhancing the character of locally distinctive areas and ensuring the achievement of good design.
- 4.3 Additionally the SPD has been prepared in conformity, as required under regulation 8(3) of the Town and Country Planning (Local Planning) (England) Regulations 2012, with existing planning policies contained within the Councils Unitary Development Plan, adopted in 2004, namely saved policy C1 (Townscape and Urban Form).
- 4.4 The guidance detailed within the SPD focuses on developers designing and delivering high quality proposals. As such, the resources required to implement these policies will principally be driven by applicants through their planning proposals in discussions with the Councils Development Management service and the planning application process.
- 4.5 Should there be the opportunity and desire to seek capital funds to undertake specific projects, two such potential opportunities are identified, although it is considered the specific detail of which would require further work beyond the scope of the SPD.
- 4.6 The SPD to be adopted is attached at **Appendix 1**.
- 4.7 Alongside the SPD it has been considered prudent to prepare a Sustainability Appraisal Report assessing the sustainability of the SPD in accordance with the Environmental Assessment of Plans and Programmes Regulations 2004 which is attached at **Appendix 2**.

4.8 Under the Habitats directive the Council is required to formally assess whether the SPD will impact on any EU designated site. The opinion is attached at **Appendix 3**.

5.0 CONSULTATION

5.1 The SPD was subject to a 6 week period of public consultation from Monday 27 March 2017 to Monday 8 May 2017. This process informed the public and a wide range of consultation bodies in accordance with the Councils adopted Statement of Community Involvement of the draft document and encouraged them to submit any views or comments they had on its content prior to it being adopted by the Council as planning guidance.

5.2 The SPD and all supporting reports were deposited at Council Libraries, Customer Service Centre and the Planning Departments principal office in addition to being placed on the Council's website during the six week period. A formal notice inviting representations was placed in the local paper and a press release was published. Emails or letters were also sent to interested parties on the Local Plan Consultation Database, informing them of where copies of the document could be inspected.

5.3 Prior to the period of public consultation the draft document was consulted internally amongst Officers within the Council, the Deputy Executive Leader and the Denton South ward Councillors as part of the drafting process, in addition to community workshops and events, details of which are included at **Appendix 4** within the Consultation Statement.

5.4 At the end of the consultation period all comments were gathered, read, assessed and subsequent amendments were made to the SPD as set out in **Appendix 4**. In total 21 comments were received, 2 of which were received late but have been included within the schedule and considered due to the points raised.

5.5 The vast majority of comments were received from residents (67%), where just under half of these highlighted the positive nature of the document. The vast majority of residents however highlighted concerns regarding the identified potential to create a secondary access to/from the Old Rectory site in draft policy HAU13. These comments have been considered and as a result the highlighting of a potential secondary access to/from the Old Rectory site via Dale View has been removed from policy HAU13, paragraph 3.67 and figure 1.14 has been amended accordingly.

5.6 7 statutory bodies and national organisations commented on the draft SPD. 4 stated they had no comment to make. The remaining 3 included Natural England, the Coal Authority and National Grid. Natural England made suggestions in relation to green infrastructure, landscape and biodiversity while the Coal Authority and National Grid highlighted infrastructure considerations associated with the site of the Old Rectory.

5.7 These comments have been considered and the scope of policy HAU12 has been expanded to incorporate biodiversity matters alongside trees and soft landscaping and additional text has been added to policy HAU13/Appendix 3 of the SPD highlighting further advice and guidance in relation to Coal and Gas. In addition a number of other minor editorial amendments have been made to the document.

5.8 Full details of the SPD Consultation process including a precis of all comments received and the Councils response to them is provided in the Consultation Statement appended to this report at **Appendix 4**.

6.0 RECOMMENDATIONS

6.1 As stated on the report cover.

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Haughton Green

SUPPLEMENTARY PLANNING DOCUMENT



11 September 2017

Version:	Status:	Prepared by:	Checked By:	Approved By:	Issued To
1.11	Final	GH	PT	PT	SLT

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1. Introduction

PURPOSE OF THE DOCUMENT

1.1 The purpose of this Supplementary Planning Document (SPD) is to provide:

- Design and character guidance for the Meadow Lane and Haughton Green area within the defined SPD boundary (figure 1.0);
- Developer guidance with regards to the site of the former Old Rectory off Meadow Lane; and
- Guidance to ensure the delivery of high quality design, while retaining existing character and guide sustainable development.

1.2 The SPD is designed to raise awareness of the need for good design and its value in terms of character and environmental quality. The SPD boundary, shown in figure 1.0, has been defined following consultation with stakeholders and local residents, as well as being informed by previous studies such as a draft character appraisal for the area.

1.3 The SPD once adopted will be an important material consideration in the determination of planning applications. Developers, designers, homeowners and prospective applicants who use the SPD and follow the guidance can expect to minimise potential delays in the determination of their planning application. Proposals which fail to align with the principles set out within the SPD may be refused planning permission.

1.4 The adopted SPD supplements a range of planning policy as detailed within appendix 2 alongside existing Unitary Development Plan (UDP) policies, more specifically supporting policy:

- C1 Townscape and Urban Form

“In considering proposals for built development, the Council will expect the distinct settlement pattern, open space features, topography, townscape and landscape character of specific areas of the Borough to be understood, and the nature of the surrounding fabric to be respected. The relationship between buildings and their setting should be given particular attention in the design of any proposal for development.”

1.5 The Council has also produced a number of other SPDs which complement that for Haughton Green which should be considered alongside it during the development design process.



Figure 1.0 Houghton Green Supplementary Planning Document Boundary

2. Background

2.1 Houghton Green is located within Denton to the south of Tameside and approximately 2 miles south west of Hyde on the northern bank of a large loop of the River Tame. Meadow Lane, running north south, falling in gradient toward the river is part of the hamlet of Houghton Green, within the township of Haughton which is itself part of Denton. The area is located to the north of the Tame Valley which is a key strategic green corridor for Greater Manchester.

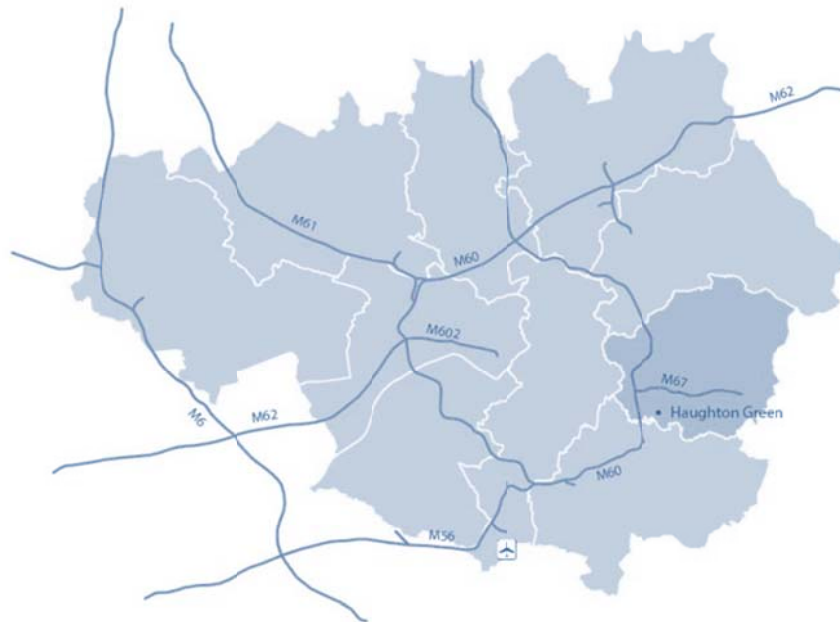


Figure 1.2 Houghton Green Location Context

2.2 The study area is largely residential with areas of high heritage, recreation and amenity value. The area contains a diverse stock of housing and numerous links to nearby recreation routes in the Tame Valley. Distinctive architectural character is provided by a number of listed buildings and the area benefits further from a range of environmental designations recognising the contribution which this area of the borough makes toward the natural environment.

2.3 The area around Meadow Lane was first assessed for potential Conservation Area designation in 2009 in response to concerns regarding the proposed demolition of the Old Rectory Hotel. Historic England assessed the aforementioned building for statutory listing but found it to be of insufficient quality to merit this degree of protection. An assessment of the wider area reached similar conclusions in respect of proposed Conservation Area status also. Permission for a new care home and demolition of the Old Rectory Hotel was granted planning consent in June 2009 (application reference 08/01266/FUL).

2.4 A further assessment of the wider area in relation to proposed Conservation Area designation, which largely mirrors the boundary established for this SPD, was undertaken in June 2013 and reached similar conclusions as those previously.

2.5 Through the previous considerations for potential Conservation Area designation the quality of the historic environment had over the course of time found to have been compromised by the erosion of character and loss of traditional details. This was due to several key historic buildings being no longer in existence; inappropriate alterations which harmed the significance of those that remain, and the encroachment of modern development.

2.6 Although not considered appropriate for Conservation Area designation it is recognised the area of Haughton Green has distinctive characteristics, which are vulnerable to further inappropriate development and change. In order to help address this, the SPD will help to ensure that future proposals are considered sensitively and make a positive contribution to local character, design and context.

BASELINE ANALYSIS

2.7 To inform this SPD two public consultation events have been undertaken to help identify issues and opportunities for the area with the following outcomes:

2.8 Stage 1

Strengths, Weaknesses, Opportunities and Threats Workshop

A workshop was undertaken with a number of local residents and Ward Councillor's on 4 March 2015. This workshop generated an understanding of local interest in the area's distinctive character, issues and threats and the 'pros' and 'cons' of various planning controls and interventions. It was considered the production of an SPD would represent the most appropriate planning tool to address concerns and provide clear guidance in relation to local character and contextual design.

2.9 Stage 2

Baseline and Community Consultation leading to the development of the SPD

A baseline analysis of the area was undertaken to inform the development of the Haughton Green SPD through an accompanied site visit walk-around with community stakeholders on 16 February 2016, the owners agent of the former Old Rectory site on 26 February 2016 and a further public consultation event held with the local community on 16 March 2016 who identified the following:

2.10 Issues

- Highways problems are an existing issue, in terms of congestion and parking.
- Meadow Lane is particularly narrow and therefore access and movement is somewhat restricted.
- On street parking restricts movement and causes potential safety issues.
- Changes in levels raised concerns of overlooking from developments, proximity and enclosure.
- The Village Green is poorly addressed by the surrounding uses and highway.
- High levels of parking along Haughton Green Road and the northern part of Meadow Lane have a detrimental impact on movement and safety.
- The loss of trees has previously had a negative impact on the areas character.

2.11 Opportunities

- The area is a gateway to the Tame Valley and recreation corridors.
- Haughton Green has a rich heritage with listed buildings, Local Nature Reserve, protected green space and a Heritage Trail.
- There is a strong sense of place and character.
- Trees should be retained as the tree canopy gives a woodland feel.
- A sense of enclosure exists along Meadow Lane.
- The Old Rectory Site presents a development opportunity for the area.



Figure 1.3 Houghton Green Opportunities and Constraints

HISTORIC CONTEXT

2.12 Historically the urban growth of Houghton Green began in the early 18th Century. As can be seen in the historic maps provided within figure 1.4, the urban structure of the core of Houghton Green has largely remained the same; however the character has changed from a rural valley, to a working area with mills and finally a residential community within Denton.

2.13 The SPD area is concluded to the south by Ivy Cottages and Houghton Dale House located toward the River Tame valley floor, which provides a natural boundary. This along with the tight urban form of Meadow Lane creates a rural context for the southern extent of the SPD area. The linear form of the SPD area is defined by the narrow corridor of Meadow Lane running north-south and Houghton Green Road east-west, concluding at the Village Green. These corridors have remained the axes for growth in Houghton Green over the course of time.

2.14 St Mary’s Church, Houghton Dale House, Houghton Terrace, and Ivy Cottages were established urban features of the area at an early stage in its history and remain so today.

2.15 The hatting industry was the main driver of change in the area, along with mining during the 18th and 19th centuries before its decline. The domestic-based hatting industry created a distinct architectural typology for the area. In particular, three types of building to support the industry emerged (bowing workshops and planking/finishing shops), although little remains of these industrial buildings, important community buildings such as the Jolly Hatters public house opposite the Village Green remains an important asset today.

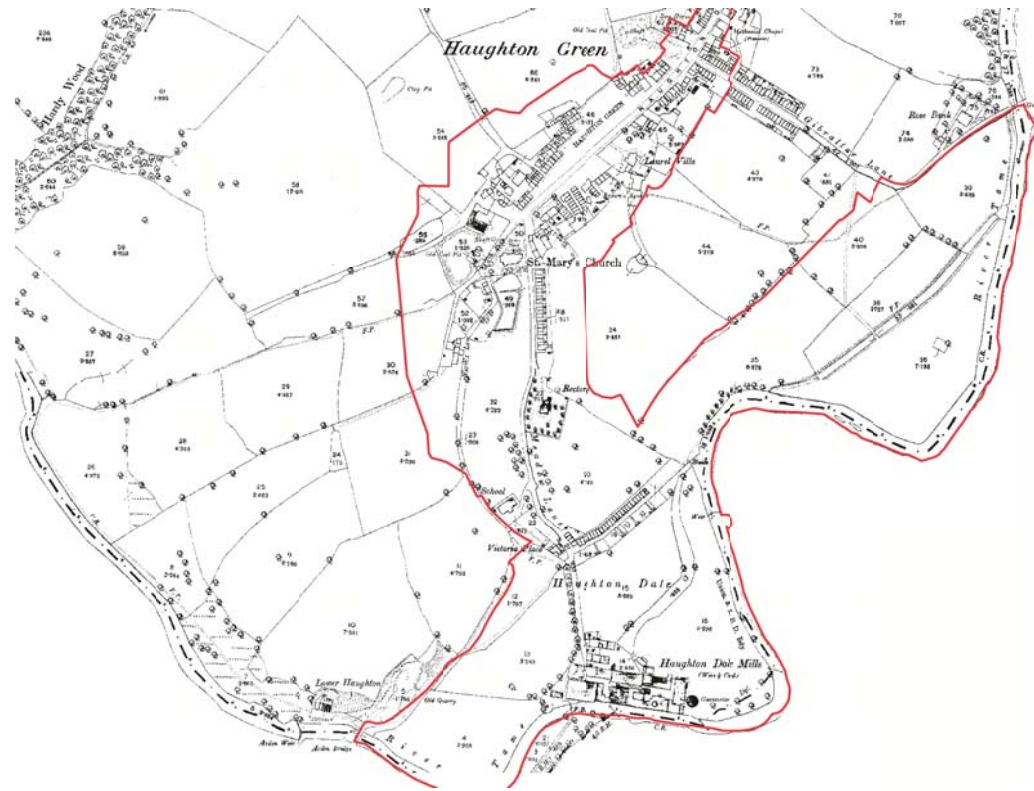
2.16 Mapping of the area up to 1934 shows an urbanism of Houghton Green including the development and subsequent demolition of James Walton’s ‘Iron School’ in 1905, replaced by St Mary’s school on the northern edge of the Village Green and further residential growth.

2.17 The historic development plans show an urban area that has changed little in terms of core layout and form over the course of a century. The development and architectural typologies within the area have however changed, resulting in a mixed palette of styles, materials and design responses. Nevertheless a distinctive core character has been retained within the locale through the retention of key buildings a tight urban grain and constrained Meadow Lane alongside areas of landscape value.

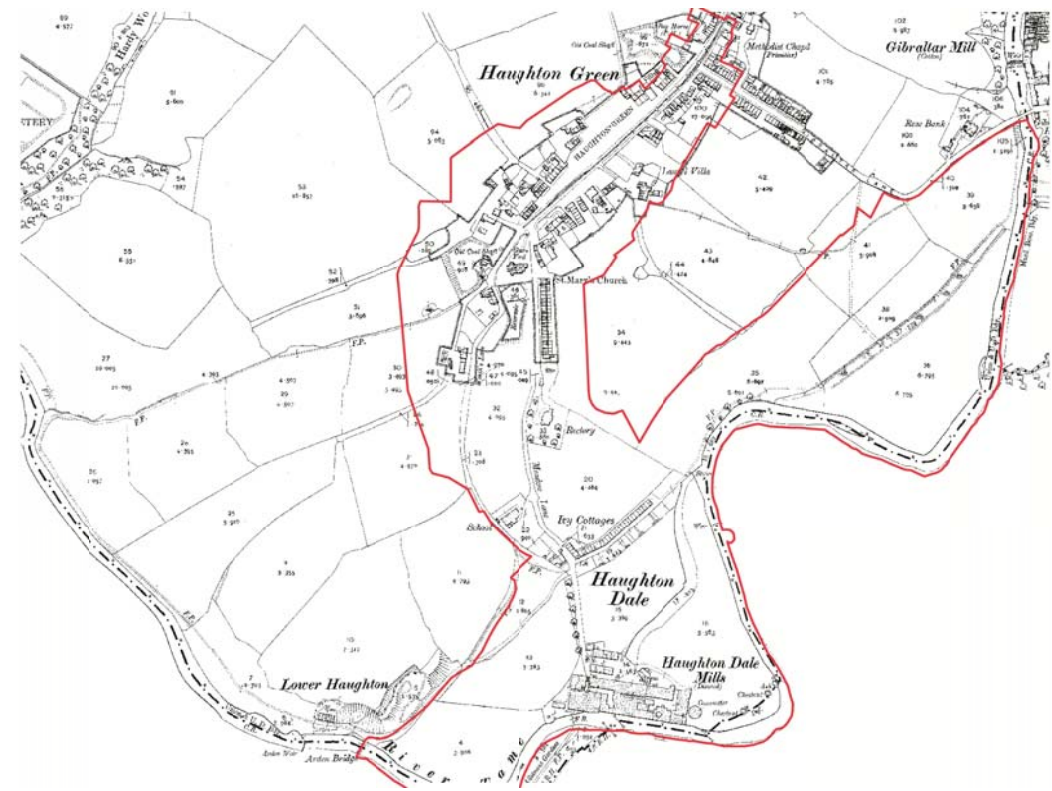
2.18 The rich historic development of Houghton Green has created specific areas of heritage interest. These have been recognised in policy through the designation of protected green spaces, listed buildings, tree preservation orders and other natural designations. These designations seek to protect development detracting from the character and setting of Houghton Green. The purpose of this SPD is not to alter these existing designations but to provide complementary policies to further enhance the character of the area and guide future development proposals.



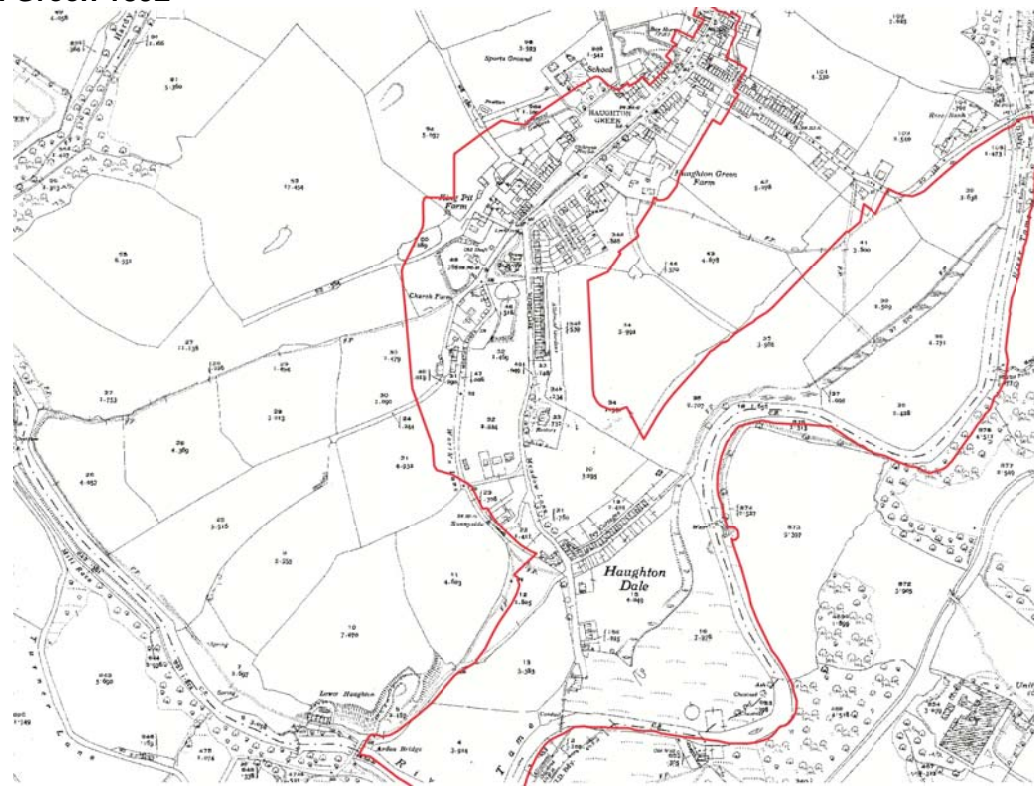
Listed buildings and structures in Houghton Green: St Mary’s Church, Houghton Dale House and Lychgate.



Houghton Green 1892



Houghton Green 1909



Houghton Green 1934



Houghton Green 2016

Figure 1.4 Historic Context and urban growth of Houghton Green

3. Policies

3.1 The following policies supplement existing UDP policies and offer guidance that is specific to the Haughton Green SPD area.

HAU1 – LAND USE

Policy HAU1 – Land Use

Residential proposals where appropriate should enhance local context and serve to reinforce the primarily residential character of Haughton Green.

Commercial and retail uses where appropriate should respect existing residential character and principally be focused along Haughton Green Road toward the local shopping centre.

3.2 Reasoned Justification

3.3 Consideration of land use is important to ensure the complementary siting of proposals and the amenity of existing development; to make sure air quality, noise and privacy; are not compromised. The existing residential character of the area has created a strong sense of place where complementary community, retail and recreation facilities provide a focus for activity.

3.4 The predominant land use within the SPD area is residential with a small local centre of shops and ancillary services located along Haughton Green Road. Residential properties are predominately semi-detached or detached other than distinct terraces such as Ivy Cottages and Haughton Terrace. Properties are predominantly set back from road frontages behind front gardens, although there are properties which open directly onto the street such as terraces at the junction between Meadow Lane and Haughton Green Road which help to define key spaces.

3.5 This policy supplements UDP policies E5, H2, S5, S6 and C1.

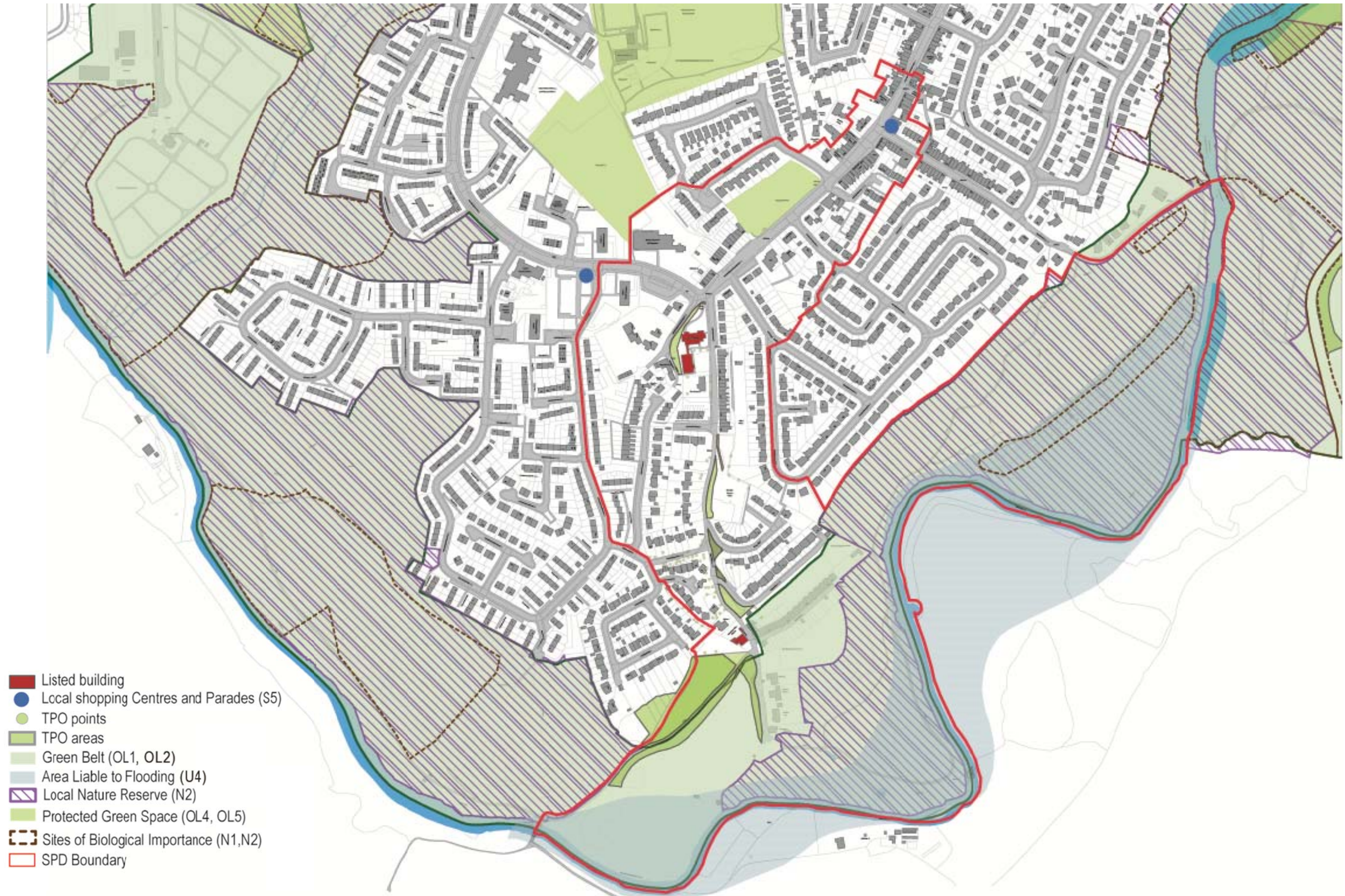


Figure 1.5 Planning Policy and Environmental Designations (Please note that environmental designations in particular can change from time to time and as such, applicants are advised to discuss their proposals with a Development Management Officer at their earliest convenience).

HAU2 – LANDMARKS AND GATEWAYS

Policy HAU2 – Landmarks and Gateways

New developments should maximise the existence and quality of long and short views into and out of sites to ensure visual links which connect to the wider Haughton Green area including views of key buildings, spaces and the river valley.

New development and improvement works at key gateways (figure 1.6) should respect and strengthen local identity, respond to their prominent location, be orientated to aid legibility through structural wayfinding and enhance the setting of listed buildings at:

1. Haughton Green Road / Meadow Lane,
2. Meadow Lane / Ivy Cottages,
3. Haughton Green Road / Greendale Grove

3.6 Reasoned Justification

3.7 Key views and vistas are an important aspect of the visual identity of every area and help people to orientate themselves as they move around. A number of key landmarks within the area are located at strategically important locations providing definition in particular to the Meadow Lane corridor. Such definition is provided by St Mary's Church and Lychgate (Grade II listed) and its setting which mark an important gateway and visual signpost into Meadow Lane from Haughton Green Road.

3.8 King Pit Cottages and Haughton Terrace also serve to enhance the urban setting of the northern extent of Meadow Lane presenting a uniform façade. Haughton Dale House (Grade II listed) and Ivy Cottages, landmarks to the southern extent of Meadow Lane, contribute toward a distinctively tight but ad hoc urban form which changes at this key transition point, to a more rural character associated with Haughton Dale beyond. It will be particularly important therefore that developments and other works in and around these gateways and entry points protect and enhance the setting of listed buildings and respond to key views and vistas associated with the wider landscape.

3.9 This policy supplements UDP Policies, E6, H10, S9, OL10, OL15, C1 and C6.



Views from Key Gateways at: Haughton Green Road / Meadow Lane and Meadow Lane / Ivy Cottages of Haughton Dale and the Village Green.



Figure 1.6 Landmarks and Gateways

HAU3 – CHARACTER

Policy HAU3 – Character

Developments required to prepare a design and access statement as part of their planning submission should demonstrate how their proposal will protect and enhance the character of Haughton Green having regard to the analysis within this SPD and of the defined character areas (shown in figure 1.7) identified as:

1. Haughton Green Road
2. Worth's Lane / Meadow Lane
3. Haughton Dale

3.10 Reasoned Justification

3.11 A well-considered Design and Access Statement will help to explain the process that has led to the design of the proposed development and why it is the most appropriate solution for a particular scheme or site in question having regard to the specific character of that defined area of Haughton Green.

3.12 There are a wide range of architectural typologies throughout Haughton Green, representing different periods of growth. The area comprises a mix of residential 'estates' with a distinct set of characteristics. Each is predominantly made up of a single housing typology, e/g bungalows, detached, semi-detached houses and surround the historic ribbon of development along Haughton Green Road and Meadow Lane comprising of terraced housing. This pattern of development has produced three main character areas as shown in figure 1.7.

3.13 Haughton Green Road:

- The area around the Village Green lay at the heart of the historic settlement. Haughton Green Road is identifiable in the earliest maps of Haughton and was the only significant route into the pre-industrial village. It was not until the development of the land west of the village in the late 20th century that a through-route was created, with Mancunian Road linking Haughton Green Road to Two Trees Lane in a wide arc. The Churchyard with its distinctive and listed Lychgate still act as a visual terminus at the western end of Haughton Green Road, marking the historic extent of the village.
- Although the Village Green continues to play an important role as a public open space, the late 20th century housing at Key Court effectively turns its back on this asset, which as a result would benefit from animation.
- Although several buildings on Haughton Green Road are of 19th century origin, their appearance would benefit from sensitive reinstatement of original roof coverings, traditional windows, doors and shop fronts, to restore historic detail and architectural features.
- Haughton Green Road is now a key transport corridor and spine road and the Village Green is shown as a Protected Green Space on the Councils Proposals Map. Traditional terraced residential blocks address the north of Haughton Green Road

while more modern semi-detached and detached residential blocks face onto the street from the south.

3.14 **Worth's Lane/ Meadow Lane:**

- Two routes historically connected Haughton Green with Haughton Dale and remain visible in the townscape. Both originate at the listed St Mary's Church and the junction with Haughton Green Road. Worth's Lane curves gently around the western boundary of the church and terminates at the junction with Mayfield Avenue, the route narrowing south of the churchyard at Church Farm (formerly Worth's Farm), into a distinctive dog-leg footpath identifiable in early maps of the area.
- Historically, the lane continued a little further south of Mayfield Avenue to the site of James Walton's Iron School (constructed 1858, now demolished), where a network of footpaths connected it with Lower Haughton to the south west and Meadow Lane to the south east at Haughton Dale House.
- Apart from the cluster of farm buildings at Church Farm, most of which have not survived, Worth's Lane remained an undeveloped agricultural thoroughfare for most of its existence. Construction during the post-war period has altered the character of the lane through the addition of suburban housing. Like Worth's Lane, Meadow Lane remained largely undeveloped until well into the 20th century. Haughton Terrace and the listed St Mary's Church are the significant buildings constructed before 1900 to remain in existence today with additional post-war housing making up the majority of further built form.
- Topography has influenced the character and built form of this Character Area. Meadow Lane follows a north-south route east of the church, cutting a steep channel down the sloping valley sides towards Haughton Dale. Development on the eastern side of the lane takes advantage of the contours of the land, sweeping in broad curves at the site of the former Old Rectory, Daleview and Hillside View overlook Haughton Dale in a series of "terraces". The layout of these roads perpendicular to Meadow Lane helps to soften any visual impact. On the western side of Meadow Lane, south of Mayfield, the rising ground and mature tree cover greatly aids in contributing to a sense of seclusion and enclosure as the lane descends into the valley.
- Worth's Lane/Meadow Lane is the historic heart of the area with listed buildings and characterful streets leading to the rural edge. Ivy Cottages, Haughton Terrace and St Marys Church are key buildings that define the character of the space

3.15 **Haughton Dale**

- From Ivy Cottages south, Haughton Dale retains a strong natural character and forms an important open space to the south of the SPD area. Meadow Lane flattens as it reaches the valley floor, the tree cover thinning to offer longer views south towards the site of former Haughton Dale Mills and glimpses out over the Local Nature Reserve. A small car park is located on the site of the entrance to the Mills, the factory complex responsible for the growth of the village having been cleared, leaving elements of the man-made water channels or goits that drew water from the Tame to power it.
- Built development in the Dale was always limited and has largely remained so, being confined to the foot of the rising ground where Ivy Cottages are located and alongside the lower reaches of Meadow Lane. A historic route to the cluster of cottages at Lower Haughton survives in the landscape. As an attractive green space relatively

untouched by the dense built development that characterises the northern sections of the Study Area, the value of Haughton Dale lies primarily in its natural and recreational amenity value.

- The character area can be best described as the rural edge of Denton with protected countryside, green belt, recreational routes and extensive views.

3.16 Consideration of the defined character areas will help the Council to determine applications and minimise potential delays in the development management process. Where there is insufficient evidence to demonstrate that the proposal would protect and enhance the area then it may be refused planning permission. It is recognised that it may not be possible for an applicant to provide details on all matters, particularly for outline applications where a number of issues are likely to still be reserved.

3.17 This policy supplements UDP policies: E6, H10, S9, OL10, OL15, C1 and C6

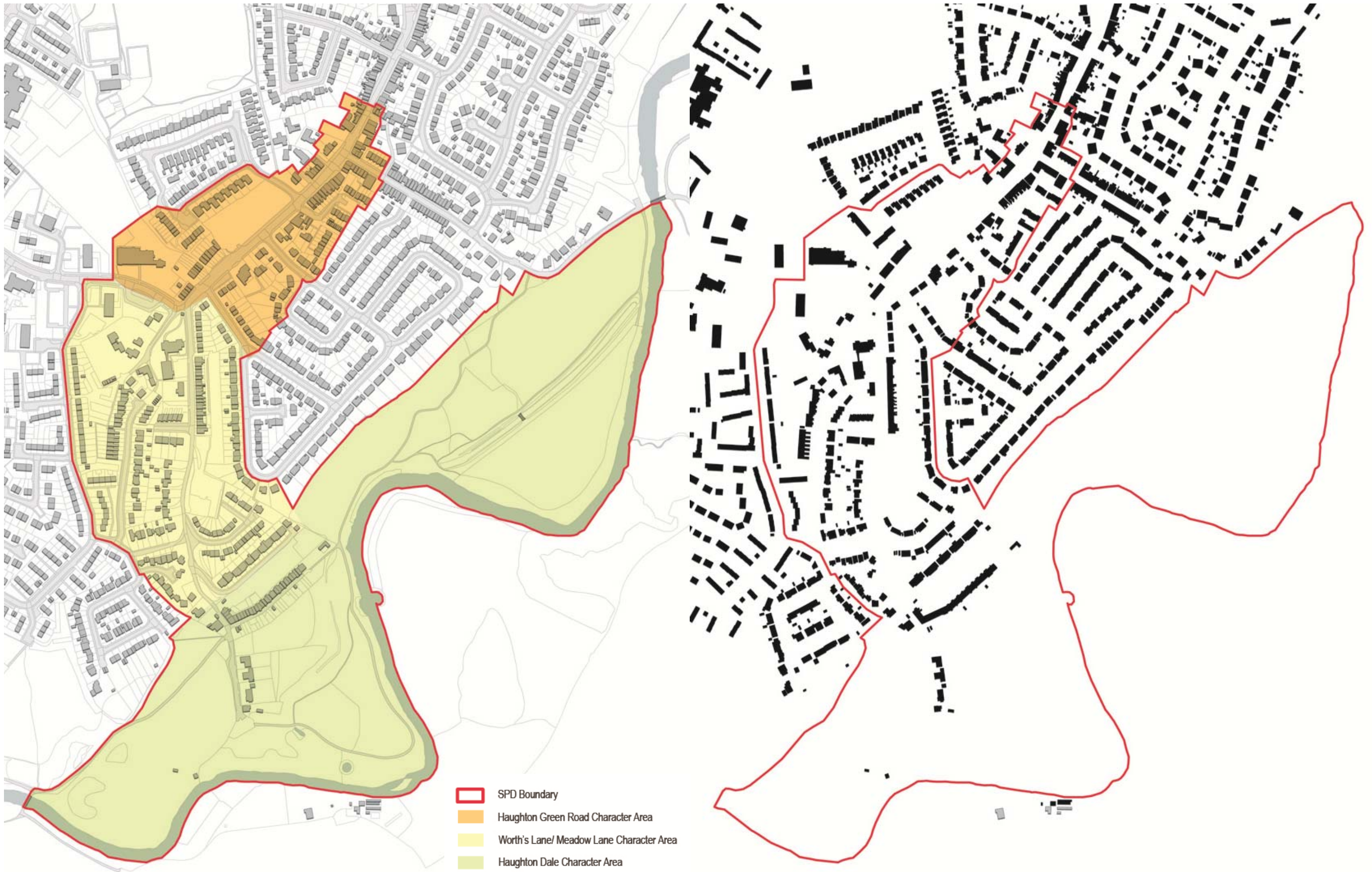


Figure 1.7 Three defined Haughton Green Character Areas
Figure 1.8 Haughton Green Urban Grain

HAU4 – MASSING, DENSITY AND HEIGHT

Policy HAU4 – Massing, Density and Height

Developments in Haughton Green should retain and enhance the character of the area by ensuring:

- Densities of residential proposals are no greater than those typifying the SPD area which is broadly 30 units per hectare, unless it can be demonstrated that an increased density would enhance the character of the area.
- Existing massing is retained and enhanced through uniform clustering of development with regular spacing between built form consistent with the surrounding urban grain.
- Proposals apply a dual pitched roof profile.
- Proposals are no greater than 2 stories in height unless it can be demonstrated that an increased scale would enhance the character of the area.
- Proposals respect and enhance the setting of listed buildings and structures through careful consideration of scale and mass.

3.18 Reasoned Justification

3.19 Haughton Green contains buildings that are predominantly domestic in character and scale and is dominated by two storey residential properties set in a low to medium density pattern exhibiting clustering and regular breaks (figures 1.8 and 1.9).

3.20 Medium densities of terraced houses are concentrated along Haughton Green Road and the upper portion of Meadow Lane. This mix of densities and the changing topography along Meadow Lane towards the River Tame, Haughton Dale and the valley floor creates a distinctive character.

3.21 It will be important therefore that new developments and alterations to existing properties retain and enhance local character. Significant increases in the density of development are therefore unlikely to be acceptable in most circumstances and proposals will need to show regular form and breaks which are consistent with their surroundings.

3.22 This supplements UDP policy: E6, H7, H10, S9, OL10, OL15, C1 and C6.



Massing and Density: Existing built form typified by historic terraced properties and newer detached and semi-detached residential dwellings with regular form, breaks and being no greater than two stories in height.



Figure 1.9 Building Heights

HAU5 – FRONTAGES AND EDGES

Policy HAU5 – Frontages and Edges

Proposals should be orientated to face primary frontages, ensuring that corners and junctions are addressed using appropriate treatment to facades that avoid blank, inactive elevations.

Proposals should ensure that neighbouring development is not compromised by overlooking and impact on privacy. Particular attention should be given to the topography of Meadow Lane when considering privacy in line with the Council's Residential Design Guide SPD.

Proposals overlooking Meadow Lane or the Village Green should ensure appropriate framing with habitable windows or primary elevations looking onto these spaces.

Historic boundary details should be retained such as the stone walls framing Meadow Lane, along Haughton Terrace and low walls of stone, brick or formalised soft landscaping which typify local vernacular.

Proposals should make use of robust boundary treatments which harmonise with local vernacular and materials applied to the primary elevations of proposed developments.

3.23 Reasoned Justification

3.24 The quality and consistency of building frontages, boundary treatments and their relationship to the highway are important elements defining local character. Generally streets are well defined with residential properties facing primary frontages however there are occasions where residential properties back onto key assets such as the Village Green which has resulted in the space suffering from inactive frontages. In addition, modern development on Laureate Way and Ardenfield backs onto Meadow Lane, albeit above the level of the road. However this can create issues of shadowing and unnatural enclosure within the corridor.



Boundary treatments: Existing traditional treatments of characterful stone and brick walling along with formalised hedging typify local vernacular.

3.25 A wide range of boundary treatments are applied across the study area, with many modern additions which do not contribute positively to the areas character, primarily due to their varied appearance and condition. Brick walls with iron detailing and timber fencing is common in the more modern estates, whilst the more historic and centrally located

developments feature brick but more predominantly stone walls. The stone retaining wall running the length of Meadow Lane is an attractive asset.

3.26 Although not all changes to boundaries are able to be controlled through the planning system, the Council encourages residents and developers to maintain, construct or replace boundary treatments and frontages in a way which protects and contributes positively toward the character of Haughton Green.

3.27 This supplements UDP policy: E6, H10, S9, OL10, OL15, C1, C6, N3, N4 and N5.

HAU6 – MATERIALS AND DETAILING

Policy HAU6 – Materials and detailing

Developments should use high quality materials and detailing which take a lead from local vernacular. Departures from this approach may be considered appropriate where it can be demonstrated materials selected serve to protect and enhance the character and appearance of the area or where a particular design is proposed that justifies a bespoke material palette.

A cautionary approach should be taken to pastiche designs which if not successfully detailed and executed can detract from the character of an area.

For key frontages, the character of existing facades should be retained and enhanced wherever possible through the use of appropriate traditional detailing and features such as sash windows, solid wood doors, stone lintels and door arches at:

1. Haughton Terrace,
2. Ivy Cottages,
3. King Pit Cottages.

Alterations to existing properties which seek to protect and enhance the character of Haughton Green through their use of materials and detailing will be encouraged.

The use of sympathetic materials and detailing should be carefully considered when developments are proposed within or adjacent to listed buildings which are of great importance.

3.28 Reasoned Justification

3.29 The quality and consistency of building materials makes an important contribution to the character of Haughton Green, as do detailed design features applied to key buildings and frontages. The starting point for new developments and alterations to existing buildings is that they should use high quality materials which take a lead from local vernacular. However it is recognised that approaches which use different materials and design features may be appropriate in certain locations where they enhance local character and appearance. While the Council will not dictate architectural styles, a cautionary approach should be taken to pastiche designs which can detract from the character of an area.



Traditional high quality materials: Red brick with blue detailing along with grey slate roofs and sandstone set walkways, boundary treatments, sills and headers represent historic local vernacular.

3.30 While Haughton Green exhibits a broad range of materials the area is predominantly defined by a mixture of red brick with limited elements of render and occasional blue brick detailing. Historical developments such as Haughton Terraces include sash windows with stone lintels and brick arch detailing which add significantly to the character of the street scene, where interventions over the course of time to historical frontages including inconsistent window treatment and pastiche additions has detracted to some degree from this. Although the replacement of such existing features in many cases will not require planning permission, the Council encourages residents and developers to take an approach which protects and contributes positively toward the character of Haughton Green and have regard to this policy to enhance local character.

3.31 This supplements UDP policy: E6, H10, S9, OL10, C1 and C6.

HAU7 – VEHICULAR ACCESS AND PARKING

Policy HAU7 – Vehicular Access and Parking

Any direct access created to Meadow Lane should be carefully considered to ensure clear sight lines are provided whilst retaining existing stone walls which enclose the lane.

Proposed developments should apply parking solutions that remove cars from primary frontages, do not create large areas of surface car parking or result in unacceptable on-street parking.

The use of private drives to access clusters of generally no greater than 5 residential properties is encouraged to create a sense of place and defined character which is not dictated by the highway.

The use of high quality surface materials should be applied to private driveways and surface parking to reduce their visual dominance and successfully integrate them within the public realm.

3.32 Reasoned Justification

3.33 The visual impact of car parking can significantly detract from the quality of an areas character, particularly given the predominantly ‘green’ appearance associated with Meadow Lane. Additionally the constrained nature of a number of streets, in particular Meadow Lane with its stone wall and numerous protected trees, means resultant parking outside of the confines of site boundaries proves problematic both in terms of its visual impact and the conflict created between users.

3.34 Parking is currently an issue within specific areas of Haughton Green with excessive on-street parking frequently occurring in several locations which can add to general congestion and access / egress issues. The parking requirements of a development must be considered at the inception stage of the project, to ensure it is integrated into the overall design of the scheme. Parking should not be an afterthought of the design process. This results in a ‘what can we fit where’ approach leading to vehicle cluttering of the public realm and a poor quality layout.

3.35 This supplements UDP policy: E6, H10, S9, OL10, T1, T10 and C1.



Highway Constraints: On street parking to Haughton Green Road accessing local shops and services and residential parking and congestion associated with the physical constraints and narrowness along Meadow Lane.

HAU8 – PUBLIC REALM, HAUGHTON GREEN ROAD

Policy HAU 8 – Public Realm, Haughton Green Road

Any public realm improvements should include the following elements:

- Enhanced low maintenance structured planting, and defined boundary treatments to create a focus to the Village Green.
- Widened and raised pedestrian crossing points across Haughton Green Road to create pedestrian priority access.
- Formalised parking along the southern boundary of the Village Green to enable views into and from it, soften this frontage and frame the established street trees which should be retained.
- Any on street parking bays should be integrated into the footway rather than the road in terms of their materials and layout.

3.36 Reasoned Justification

3.37 Haughton Green Road provides a key vehicular route through the SPD area (east-west) with Meadow Lane providing access for residents and to the Local Nature Reserve (north-south).



Figure 1.10 Potential Indicative Public Realm Improvements

3.38 Haughton Green Road in particular serves as a primary route through the SPD area linking to Denton and beyond and as a focal point for local shopping and access to the Village Green for informal recreation which lie either side of it. While both place and movement functions are of importance for Haughton Green there are obvious areas of conflict, with the

function of the road generally dominating the space and hindering what should be a more people friendly environment.

3.39 Retaining both place and movement functions, a greater balance between them could be achieved. Key to this would be improving the quality of the streets public realm to enhance the pedestrian environment whilst maintaining vehicular movement. There would be benefit to reintegrating the Village Green with the wider area and better connecting this key public space with the nearby Haughton Dale. It should be noted that it is not the intention of this policy to set out public realm improvements which the Council will directly fund or deliver itself, rather the above principles should be followed when potentially considering any such interventions.

3.40 This supplements UDP policy: OL4, OL6, OL10, T1, T7, T8, T10 and C1.

HAU9 – PUBLIC REALM, MEADOW LANE

Policy HAU9 – Public Realm, Meadow Lane

Any public realm improvements should include the following elements:

- Develop a 'Quiet Lane' initiative for Meadow Lane.
- Retain the rural character of the Lane.
- Retain the sense of enclosure provided by existing stone walling and tree cover.
- Reduce traffic speeds through the introduction of non-traditional traffic calming which is in keeping with the rural character of the Lane paying special attention to the needs of walkers, cyclists, horse riders and other vulnerable road users.

3.41 Reasoned Justification

3.42 The constrained nature of Meadow Lane due to its narrow profile and character, reinforced by stone walls and no footpath means multiple users typically share the same roadspace. The increasingly rural character of Meadow Lane moving south toward Haughton Dale typifies its rural character. Allied with this, Meadow Lane provides vehicular access to residential properties and parking associated with the Local Nature Reserve beyond, creating conflict between multiple users. While these functions are important, the Lane can be potentially uninviting and intimidating to non-car users, hindering what should be a multi user friendly environment.

3.43 Quiet Lanes can take advantage of various forms of traffic calming to create more of a balance between users, although traditional traffic calming measures such as speed cushions, humps and high visibility signs are typically not appropriate, being more readily associated with urban areas and would not be reflective of, or serve to enhance the rural character of Meadow Lane.

3.44 The southern extent of Meadow Lane in particular provides access to a number of leisure footpaths which are well signposted. This helps define the character of the space and enhance rural connectivity. Public realm improvements therefore should serve to reinforce this rural character. It should be noted that it is not the intention of this policy to set out public realm improvements which the Council will directly fund or deliver itself, rather the above principles should be followed when potentially considering any such interventions.

3.45 This supplements UDP policy: OL8, OL10, OL15 T1, T7, T8, T10 and C1



Meadow Lane: The constrained nature of Meadow Lane at its northern extent and its unmade naturalised condition at its southern most extent. Quiet Lane status applied to Alt Hill Lane elsewhere in Tameside (centre) through the application of non traditional traffic calming.

HAU10 – FOOTPATHS AND CYCLE INFRASTRUCTURE

Policy HAU10 – Footpaths and Cycle Infrastructure

Existing footpaths and cycle infrastructure should be retained and enhanced, in particular the following principles should be applied:

- Developments should not hinder movement along and should respect the character of the locally defined Heritage Trail.
- Cycle infrastructure should be provided within major developments sites where practicable.
- Cycle parking should be provided in line with Residential Design SPD.
- Appropriately considered wayfinding which doesn't add to street clutter should be considered to aid legibility while being respectful of that which is associated with the existing heritage trail.
- Opportunities to enhance natural surveillance of existing linkages should be secured.
- Surfaces provided to newly created links should be suitable for intended end users and their future management and maintenance responsibilities be clear.

3.46 Reasoned Justification

3.47 The pedestrian permeability and physical connection of green and open spaces through a network of paths and the Haughton Green Heritage Trail significantly contributes toward the rural and historic character associated with Haughton Green and Haughton Dale. The Heritage Trail in particular, financed by Irwell Valley Housing Association and implemented by local residents provides a guided route through Haughton Green and a wealth of information on the areas rich heritage.

3.48 The starting point for new developments should therefore be to protect existing links and maximise opportunities to enhance or create new ones to existing green infrastructure assets such as informal recreational greenspace, the wider countryside including the river valley and a number of marked recreational routes beyond.

3.49 This supplements UDP policy: OL8, OL10, OL15, T1, T7, T8, and C1



Pedestrian and Cycle Infrastructure: A range of recreational routes exist, enabling access to open spaces beyond.

HAU11 – OPEN SPACE

Policy HAU11 – Open Space

The following public open spaces are considered to form essential parts of the character of Haughton Green. Built development is unlikely to be appropriate due to existing policy designations, where justified however development should contribute positively toward enhancing the character of these spaces:

1. Village Green
2. Haughton Dale

3.50 Reasoned Justification

3.51 Formal open space valued by the local community is provided by the Village Green off Haughton Green Road. To some degree the Green is poorly defined as buildings back onto it and on street parking obscures its frontage. The space could be more positively defined and activated which is shown as a Protected Green Space on the Council's proposals map to further enhance it as an important focal point for the local community.

3.52 Further informal natural open space is provided along the River Tame and Haughton Dale with expansive views over open countryside to the south of the SPD area which can be accessed via a network of footpaths from Meadow Lane. This area is largely contained within the Green Belt and provides excellent levels of green amenity, along with numerous designations reflecting its ecological, biodiversity and rural importance.

3.53 These two spaces and Meadow Lane which provides the physical link between them (figure 1.12) are key elements defining the character of Haughton Green and make an important positive contribution by providing a sense of rurality and important local amenities which support the community. It is therefore essential that any development proposals, where justified, enhance this character and sense of place of these locations.

3.54 This supplements UDP policy: OL1, OL4, OL8, OL10, OL15, C1, N2 and N6.



Village Green and Haughton Dale: A range of formal and informal recreational opportunities are available throughout Haughton Green which typify its semi-rural character.



Figure 1.11 Access
Figure 1.12 Open Space

HAU12 – TREES, SOFT LANDSCAPING AND BIODIVERSITY

Policy HAU12 – Trees, Soft Landscaping and biodiversity

Existing trees and landscaping should be given appropriate consideration in accordance with the Trees and Landscaping on Development Sites SPD.

Trees forming embankments such as along Meadow Lane should be retained as such and not be subdivided into individual plots through development proposals.

Where individual trees of merit are retained within development schemes and included within gardens, plots should be of a sufficient size to minimise the potential for future conflict.

High quality trees and soft landscaping should be a part of any development proposal, where planting schemes should make use of native species which harmonise with and enhance those found within the surrounding rural fringe.

The ownership, function and future maintenance responsibility of trees and soft landscaping should be clear.

Developers should ensure that proposals maximise the potential for biodiversity improvements through the design or layout of schemes and by including biodiversity features such nesting or roosting boxes. As a guide a minimum average of one built in nesting or roosting site per residential unit should be provided across a development site.

3.55 Reasoned Justification

3.56 High quality soft landscaping is a prominent aspect of Haughton Green’s character, supporting a feeling of rurality and its generally attractive appearance. In particular there is a significant presence of large mature trees reflected in the extensive use of Tree Preservation Orders to protect both individual and groups of trees.

3.57 Prospective applicants or those considering undertaking tree works should always seek advice if they are unclear as to whether a tree is subject to a Preservation Order or not. The plans contained within this SPD should be treated as indicative only and details sought as to the exact trees covered by Orders, which can be subject to change. Applicants should also make themselves aware of the Council’s Trees and Landscaping on Development Sites SPD in developing their proposals.



Trees and Soft Landscaping: Existing trees and soft landscaping integrate the urban edge of Haughton Green with Haughton Dale, many provide high amenity value and are the subject of either individual or group Tree Preservation Order.

3.58 Trees set along Meadow Lane in particular help to retain a rural character along this corridor, have high amenity value and link the Village Green with Haughton Dale, where the density of crown cover typically increases moving down Meadow Lane before opening into Haughton Dale at the valley floor. Moreover the rural fringe location of Haughton Green supports a range of habitats and species reflected in particular through the extent of environmental designations which contribute positively toward the areas character.

3.59 Additionally the Village Green is lined by a row of mature trees to its Haughton Green Road frontage which helps to define this space and add to its character. Landscaping in the wider area is varied, being incorporated into a range of boundary treatments adding to a generally green feeling which should be retained and enhanced.

3.60 This supplements UDP policy: OL10, OL15, C1, N3, N4 and N5.

HAU13 – OLD RECTORY SITE DEVELOPMENT PRINCIPLES

Policy HAU13 – former Old Rectory site Development Principles

Any development proposals for the site should align with / acknowledge the following:

Land Use

- The site is considered suitable for residential development, where proposals should serve to reinforce and enhance the surrounding residential character.
- Parts of the site fall within the Coal Authority defined Development High Risk Area and therefore any proposals which come forward should be supported by a Coal Mining Risk Assessment.

Proximity

- Development should be centrally located to avoid encroachment on the privacy of surrounding residents & impacting on the setting of Meadow Lane through aligning with the minimum privacy distances within the Residential Design SPD paying attention to changes in topography.

Scale and Massing

- Proposals should be no greater than 2 storeys in height unless it can be demonstrated that an increased scale would enhance the character of the area.
- The density of proposals should be no greater than those surrounding the site which are typically 30 units per hectare, unless it can be demonstrated that an increased density would enhance the character of the area.
- Proposals should ensure regular breaks and development clustering consistent with the surrounding urban grain.
- High points of properties such as gable ends should where practicable be located towards the centre of the site to reduce the visual impact on surrounding properties.

Design

- Proposals should represent high quality design drawing on local vernacular.
- Proposals should utilise dual pitched roof profiles.
- Proposals should incorporate active frontages, passive surveillance and not turn their backs on Meadow Lane.
- Proposals should respect the local vernacular in the choice of their material palette.

Trees, soft landscaping and biodiversity

- Embankments of trees which frame Meadow Lane should not be divided into individual development plots.
- Where individual trees of merit which are retained within development schemes and included within gardens, plots should be of a sufficient size to minimise the potential for future conflict.
- Proposals should be informed by the locations of trees covered by Preservation Orders and follow guidance within the Trees and Landscaping on Development Sites SPD.
- High quality soft landscaping should be integral to any development scheme, comprise of native species and ownership, function and future maintenance responsibilities be clear.
- Proposals should maximise the potential for biodiversity improvements through the design or layout of schemes by including biodiversity features such nesting or roosting boxes

Access, Parking and Highways

- Proposals should have clearly defined parking.
- Parking solutions should be applied that remove cars from frontages and do not create large areas of surface car parking.
- Parking provision should align with the standards outlined within the Residential Design Guide SPD.
- Primary access should be taken from Meadow Lane while respecting the character of the lane and potential future designation as a Quiet Lane.
- The use of private driveways to access clusters of generally no greater than 5 properties is encouraged.

3.61 Reasoned Justification

3.62 The site of the former Old Rectory Hotel is the only available brownfield development opportunity within the Haughton Green SPD boundary. Due to changes in topography the site is positioned at the same level as surrounding properties to Haughton Terrace but above Meadow Lane and a number of properties to Dale View. The site is currently cleared following the demolition of the Old Rectory Hotel. One single point of access exists off Meadow Lane to the north-western tip of the site formerly serving the former Old Rectory Hotel.



Figure 1.13 Site of the Former Old Rectory

3.63 The Meadow Lane frontage is defined by mature trees, many of which are the subject of a group Tree Preservation Order (TPO), with further trees located along the southern and eastern boundaries, some of which are subject to individual TPO's. The site abuts the rear gardens of residential properties on Dale View and Rivermead Road to the south and east and the gable end of Haughton Terrace to the north.

3.64 A number of planning applications have been associated with the site over several years. Principally proposals concerned the demolition of the former hotel and redevelopment into a purpose built care home, being initially refused but latterly approved (references 08/00366/FUL and 08/01266/FUL) in 2009. It is considered a start has been made on the approved consent and the permission is extant.

3.65 A number of issues and opportunities exist on the site which provide clear drivers for its future development. Its shape, access arrangements and existing natural habitat including protected trees, embankment and stone retaining wall to Meadow Lane create clear physical challenges and opportunities for any development proposals.



Past and present views of the former Old Rectory Site

3.66 Challenges:

- Access to the site is constrained with one established entrance and egress point off Meadow Lane. The junction is narrow with poor sight lines and visibility resulting in poor accessibility particularly for larger vehicles and exiting in a northerly direction.
- The site is bordered on numerous sides by dwellings and is backed onto from properties on Dale View, Rivermead Road and Haughton Terrace. This proximity is compounded by the site sitting above a number of properties, particularly to Dale View.
- Both groups of and individual trees are subject to Tree Preservation Orders which provide environmental benefit and value. Appropriate consideration will be required of root protection areas, the embankment and existing stone walls.
- The site narrows to its northern extent which constrains it in terms of access and development potential.

3.67 Opportunities

- Enhancement to the existing high quality natural habitat on the sites borders could be provided to maintain the rural character of the site.
- The enclosed nature of the site and its position within a distinctive area of Haughton Green provides an opportunity to create a clearly defined and characterful design response which creates a sense of place as part of the transition from the central Village Green to Haughton Dale along Meadow Lane.

3.68 This supplements UDP policy: H2, H10, OL10, T1, T7, T8, T10, C1, N3, N4 and N5.



Figure 1.14 Former Old Rectory Site Analysis
 Figure 1.15 Former Old Rectory Site Indicative Developable Area

4. Implementation, Monitoring and Review

4.1 Implementation

4.2 The provisions of this SPD will be implemented primarily through the development control process, in terms of determining planning applications for development.

4.3 Pre-application discussions are something which the Council encourages as set out within its Statement of Community Involvement, allowing the Council to work positively with prospective applicants at the earliest stage of them preparing a planning application. Typically this approach can help to identify relevant policies, challenges and design solutions which lead to better quality outcomes and quicker decisions.

4.4 The community of Haughton Green is interested in new development proposals within the area. The extent of community involvement which the Council and prospective applicants should undertake is set out within the Council's Statement of Community Involvement and depends upon the type and scale of application being considered. Prospective applicants are encouraged to engage in a meaningful way with the community.

4.5 On the 13 March 2017 the Council formally designated a neighbourhood forum and neighbourhood area covering the wider Denton South area. Full details of the designation including the contact details for the Forum secretary are available via links on the Council's web page at: <http://www.tameside.gov.uk/neighbourhoodplanning>.

4.6 Monitoring

4.7 The effectiveness of this SPD will be assessed in the Authority's Monitoring Report through its assessment of local plan policy on which it is based.

4.8 It should be noted the Council is no longer required to submit its monitoring report to the Secretary of State for Communities and Local Government as the Government's approach to monitoring procedures have become more flexible through the Localism Act 2011.

4.9 Review

4.10 The above monitoring processes will help to identify if there is a specific need for the SPD to be reviewed. If such a need is identified then the SPD will be updated as resources permit.

Appendix 1

GLOSSARY

Active Frontage

Created by building elevations having doors and windows which enable visual and physical connection between the surrounding street and activity in the building.

Bespoke

Specifically made or designed for a site or place.

Building Line

The line formed by uniform frontages of buildings along a street.

Character

The specific identity of an area created by its architecture, spaces, uses, materials and landscape.

Context

The area surrounding a development site typically broken into two elements, immediate and wider context.

Curtilage

Typically a private area of land and/or buildings belonging to the building, such as gardens, garages or out-buildings.

Detailing

Specific elements of architecture such as doors, windows, guttering, vents, meter boxes, lighting, handles, lintels, sills, brick bond or materials.

Habitable Rooms

Primary living spaces such as lounges, dining rooms, kitchens and bedrooms.

Local Vernacular

The architectural style and materials of the buildings surrounding a site.

Massing

The combined effect of the arrangement, volume and shape of a building or group of buildings.

Natural Surveillance

The ability to visually observe public areas and spaces from a building or the presence of activity and movement within public spaces.

Over Development

Trying to seek more development on a site than it can realistically accommodate. This may be highlighted by an inappropriate scale or mass, small units, limited amenity space, limited space between plots or insufficient, disaggregated or mass parking.

Pastiche

A design or architectural interpretation that imitates the style or character of the past.

Permeability

The combined effectiveness of streets, spaces and routes to transport users through an area or site.

Scale

The impression of a building when seen in relation to its surroundings.

Traffic Calming

Traffic management measures used to help reduce the speeds of vehicles. Measures can include speed humps, curved roads, shared surfaces or single carriageway sections.

Urban Design

The art of making places. Urban Design involves the design of buildings, groups of buildings, spaces and landscapes in villages, towns and cities, and the establishment of frameworks and processes which facilitate successful development.

Urban Grain

The pattern created by the arrangement and size of buildings and their plots. Is also referred to as street pattern.

Street Scene

The appearance and character of street environment, created by the architectural style of the buildings, landscaping, public realm, car parking, transport using the street and uses located on the street.

Appendix 2

PLANNING POLICY

The following details the planning policies this SPD supports and aligns with, together with details of other guidance documents that provide further information to prospective applicants.

Tameside Unitary Development Plan

The Unitary Development Plan (adopted 2004) policies C1 to C12 set out the Councils Policy in relation to conservation and enhancement of the built environment. Policy C1 is the primary policy upon which this SPD expands.

Policy C1 Townscape and Urban Form

In considering proposals for built development, the Council will expect the distinct settlement pattern, open space features, topography, townscape and landscape character of specific areas of the Borough to be understood, and the nature of surrounding fabric to be respected. The relationship between buildings and their setting should be given particular attention in the design of any proposal for development.

Urban design frameworks will be produced for particular areas and corridors in the Borough, as supplementary planning guidance, setting out fundamental principles which should be followed and from which detailed design may be interpreted.

The Council will establish a strategy to secure the retention and enhancement of landmark buildings which form a distinctive element of the local skyline or townscape and which represent a unique part of the heritage of the area. Re-use and conversion of such buildings which become redundant will be permitted, subject to other relevant policies.

Other UDP policies relevant to development may include:

Employment and the Local Economy: E5, E6

Housing and Community Facilities: H2, H7, H10

Town Centres, Retailing and Leisure: S5, S6, S7, S9

Countryside, Open Land, Sport and Recreation: OL1, OL2, OL4, OL6, OL8, OL10 and OL15

Transportation and Access: T1, T6, T7, T8, T10

Conservation and Enhancement of the Built Environment: C1, C5, C6, C8, C12

Nature Conservation, Trees and Woodland: N1 to N7

Mineral Working, Waste Management and Pollution Control: MW10 to MW12, MW14, MW15

Utilities and Energy: U4

The Council has also produced a number of other SPD's on a range of matters, of which most pertinent to consider in relation to Haughton Green would be:

Trees and Landscaping on Development Sites SPD (2007)

Guidance to assist developers in preparing high quality and attractive landscape schemes, which will help to ensure that all matters to do with trees and soft landscaping are fully integrated into the planning and design process.

Residential Design SPD (2010)

Guidance to ensure new residential developments and extension of the highest possible design quality by encouraging developers to adopt a design led approach to new residential development to create imaginative, safe, attractive and functional schemes that respond appropriately to their surroundings.

National Planning Policy Framework

The National Planning Policy Framework also contains a range of policies under which the Unitary Development Plan for Tameside and any Supplementary Planning Document sit.

Core planning principles

Within the overarching roles that the planning system ought to play, a set of core land-use planning principles should underpin both plan-making and decision-taking. These 12 principles (of relevance) are that planning should:

- take account of the different roles and character of different areas, promoting the vitality of our main urban areas, protecting the Green Belts around them, recognising the intrinsic character and beauty of the countryside and supporting thriving rural communities within it;

Requiring good design

56. The Government attaches great importance to the design of the built environment. Good design is a key aspect of sustainable development, is indivisible from good planning and should contribute positively to making places better for people.

58. Local and neighbourhood plans should develop robust and comprehensive policies that set out the quality of development that will be expected for the area. Such policies should be based on stated objectives for the future of the area and an understanding and evaluation of its defining characteristics. Planning policies and decisions should aim to ensure that developments:

- will function well and add to the overall quality of the area, not just for the short term but over the lifetime of the development;
- establish a strong sense of place, using streetscapes and buildings to create attractive and comfortable places to live, work and visit;
- optimise the potential of the site to accommodate development, create and sustain an appropriate mix of uses (including incorporation of green and other public space as part of developments) and support local facilities and transport networks;
- respond to local character and history, and reflect the identity of local surroundings and materials, while not preventing or discouraging appropriate innovation;
- create safe and accessible environments where crime and disorder, and the fear of crime, do not undermine quality of life or community cohesion; and
- are visually attractive as a result of good architecture and appropriate landscaping.

59. Local planning authorities should consider using design codes where they could help deliver high quality outcomes. However design policies should avoid unnecessary prescription or detail and should concentrate on guiding the overall scale, density, massing, height, landscape, layout, materials and access of new development in relation to neighbouring buildings and the local area more generally.

60. Planning policies and decisions should not attempt to impose architectural styles, or particular tastes and they should not stifle innovation, originality or initiative through unsubstantiated requirements to conform to certain development forms or styles. It is, however, proper to seek to promote or reinforce local distinctiveness.

63. In determining applications, great weight should be given to outstanding or innovative designs which help raise the standard of design more generally in the area.

64. Permission should be refused for development of poor design that fails to take the opportunities available for improving the character and quality of an area and the way it functions.

65. Local planning authorities should not refuse planning permission for buildings or infrastructure which promote high levels of sustainability because of concerns about incompatibility with an existing townscape, if those concerns have been mitigated by good design (unless the concern relates to a designated heritage asset and the impact would cause material harm to the asset or its setting which is not outweighed by the proposal's economic social and environmental benefits).

66. Applicants will be expected to work closely with those directly affected by their proposals to evolve designs that take account of the views of the community. Proposals that can demonstrate this in developing the design of the new developments should be looked on more favourably.

Conserving and enhancing the historic environment

126. Local planning authorities should set out in their Local Plan a positive strategy for the conservation and enjoyment of the historic environment, including heritage assets most at risk through neglect, decay or other threats. In doing so, they should recognise that heritage assets are an irreplaceable resource and conserve them in a manner appropriate to their significance. In developing this strategy, local planning authorities should take into account:

- The desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;
- The wider social, cultural, economic and environmental benefits that conservation of the historic environment can bring;
- The desirability of new development making a positive contribution to local character and distinctiveness; and
- Opportunities to draw on the contribution made by the historic environment to the character of place.

131. In determining planning applications, local planning authorities should take account of:

- The desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;
- the positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and
- the desirability of new development making a positive contribution to local character and distinctiveness.

Appendix 3

RELATED ADVICE AND GUIDANCE

Application Requirements

Guidance notes on the requirements can be viewed on the Council website: www.tameside.gov.uk/planning/consultation/localistplanningapplications

Old Rectory Site

Gas Distribution – Whilst there are no implications for National Grid Gas Distribution's Intermediate / High Pressure apparatus within the site, there may however be Low Pressure (LP) / Medium Pressure (MP) Gas Distribution pipes present within proposed development sites. If further information is required in relation to the Gas Distribution network please contact plantprotection@nationalgrid.com

Coal - It should be noted that parts of the Old Rectory Development fall within the defined Development High Risk Area and therefore any proposals which come forward for this site will be required to be supported by a Coal Mining Risk Assessment

Non-Statutory Local Initiatives

The Haughton Green Heritage Trail

The Heritage Trail, financed by Irwell Valley Housing Association and implemented by local residents, provides a guided route through the Haughton Green area providing information on locally significant historic buildings and provides an insight to the areas past. This initiative has provided visitor information, guided walks for local residents and visitors and celebrated heritage assets in the area alongside being an educational resource.

<http://haughtongreenheritagetrail.co.uk>

Local Streetscape Improvements

Resident groups are working with the Council to enhance streetscape features including lamp posts and information boards. A recent initiative has resulted in the installation of a number of new heritage lampposts and heritage trail board.

ACKNOWLEDGEMENTS

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Tameside Metropolitan Borough Council

Planning Policy
Clarence Arcade
Stamford Street
Ashton-under-Lyne
Tameside
OL6 7PT

planpolicy@tameside.gov.uk
0161 342 3346

“Haughton Green”

A Supplementary Planning Document

Sustainability Appraisal Report

This supplementary Sustainability Appraisal Report has been prepared in order to comply with the requirements of the Planning and Compulsory Purchase Act 2004, for the adoption of Supplementary Planning Documents by Local Planning Authorities.

Published by

**Tameside Metropolitan Borough Council
Planning Policy**

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1.0 Introduction

- 1.1 Under the Planning and Compulsory Purchase Act 2004 the undertaking of a Sustainability Appraisal (SA) became a mandatory requirement for a range of planning policy documents, including Supplementary Planning Documents (SPD).
- 1.2 However under provisions of the Planning Act 2008 SPD may no longer be required to undertake a Sustainability Appraisal, as further detailed within Planning Practice Guidance (PPG). Sustainability Appraisal will only need to be undertaken where the Strategic Environmental Assessment (SEA) Directive would require one. The provisions of the SEA directive were considered in preparing the SA Scoping Report and are presented below for completeness. It is not considered that a SEA is required for the reasons as set out.
- 1.2 However in the case of the Haughton Green SPD, the parent development plan document, the Tameside Unitary Development Plan (UDP), has not been subject to SA. As such, the SPD for completeness will be subject to a Sustainability Appraisal, proportionate to the subject matter, scope and small geographical area of the SPD. This report describes the approach to and outcomes of the SA for the Haughton Green SPD. It describes what the appraisal aimed to achieve, how it was carried out and what the outcomes were.
- 1.2 In order to comply with SA guidance the process should involve the assessment of reasonable alternatives, including the preferred approach, therefore two options have been appraised:

Option One – Continue the implementation of existing UDP policies

Option Two – Prepare a Haughton Green SPD

2.0 Relationship to the Unitary Development Plan

- 2.1 The policies within the Tameside Unitary Development Plan (UDP), adopted in November 2004, have been 'saved' in accordance with the provisions of the Planning and Compulsory Purchase Act 2004 following direction from the Secretary of State on 18 September 2007. The current UDP policies therefore continue to be the policies against which any new SPD is linked, as required under regulation 8(3) of the Town and Country Planning (Local Planning) (England) Regulations 2012.
- 2.2 The Haughton Green SPD has been prepared in relation principally policy C1 of the Councils UDP concerning Townscape and Urban Form. This policy sets out that urban design frameworks will be produced for particular areas and corridors in the borough, as supplementary planning guidance, detailing fundamental principles which should be followed and from which detail design may be interpreted. The policy furthermore highlights the importance when considering proposals for built development of distinct settlement patterns, open space features, topography, townscape and landscape character.

3.0 The Purpose of the SA and SA Report

- 3.1 One of the main objectives of the planning system is to achieve sustainable development. A key policy message of National Planning Policy Framework (NPPF) is "...the planning system is to contribute to the achievement of sustainable development. The policies contained within paragraphs 18 to 219, taken as a whole, constitute the Government's view of what sustainable development in England means in practice for the planning system."
- 3.2 In relation to plan making the Planning Practice Guidance (PPG) states: "The local planning authority must carry out an appraisal of the sustainability of the proposals. This will help the authority to assess how the plan will contribute to the achievement of sustainable development."¹
- 3.3 This report provides the findings of the SA of the Haughton Green SPD. It has been published alongside the SPD in order to describe how effectively the principles of sustainable development have been incorporated into the document.

4.0 Objectives and Contents of the SPD

- 4.1 The primary role of the Haughton Green SPD is to provide further guidance and best practice advice in supplementing the landscape and character based urban design policies set out in the Unitary Development Plan by expanding on them and providing a local policy context. This will aim to ensure future development applies acknowledged urban design principles and criteria against which planning applications can be assessed.
- 4.2 In addition the document outlines a potential future redevelopment opportunity, presents a brief for the site and guiding development principles. Alongside this two potential projects are identified which could contribute positively to the areas character subject to further funding and decisions.

5.0 Sustainability Issues

- 5.1 A full range of sustainability issues and challenges relating to Tameside are described in the Sustainability Appraisal of the Core Strategy Preferred Options, consultation on which took place January and February 2013. The Core Strategy SA provides a review of other relevant policies, plans and programmes and baseline data which informed the development its range of SA objectives. It is these objectives on which this appraisal is based.

Those objectives of most relevance to this SPD are considered to be:

- Biodiversity
- Population
- Human Health
- Materials Assets
- Cultural Heritage
- Landscape

6.0 Strategic Environmental Assessment (SEA)

- 6.1 When preparing an SPD the local planning authority is required to consider whether or not under the Environmental Assessment of Plans and

¹ Planning Practice Guide paragraph 005. Reference ID: 11-005-20140306

Programmes Regulations 2004 an appropriate SEA of land use and spatial plans is required.

- 6.2 The NPPG advises² that a strategic environmental assessment is unlikely to be required where an SPD deals only with a small area at a local level, referencing regulation 5(6) of the Environmental Assessment of Plans and Programmes Regulations 2004, unless it is considered that there are likely to be significant environmental effects.
- 6.3 The European Commission guidance (paragraphs 3.33 to 3.35) suggests the key criterion for the application of the aforementioned Directive, is not the size of the area covered but whether the plan or programme would be likely to have significant environmental effects.
- 6.4 Regulations³ advise the likelihood of any significant environmental effects should be determined by a screening process which should use a specified set of criteria set out in Schedule 1 to the regulations, including two sets of characteristics for determining the likely significance of effects on the environment.
- 6.5 It is not considered that a strategic environment assessment is required for the reasons set out above and contained in appendix A and that there are only likely to be positive environmental impacts from this guidance being followed through the development of high quality, sustainable developments and nor will the SPD provide guidance of strategic significance when considered in relation to the policy making hierarchy of international, national, and regional plans and programmes.

7.0 Appraisal Methodology

- 7.1 When considering the approach to be applied to the SA of SPDs the PPG advises that SPD do not require a sustainability appraisal but may in exceptional circumstances require SEA. As set out above the SPD is not considered to raise significant environmental effects, and although the PPG advises that SPD are not required to undertake an SA, the authority has done so as a matter of best practice and in light of the parent plan, the UDP having not been through such a process, as set out in the Sustainability Appraisal Scoping Report.
- 7.2 When producing the SA, shared material can be used, particularly for Stage A of the process with the full set of stages involved in the SA process provided in the PPG⁴. In order to determine the most appropriate and relevant methodology for undertaking the SA in this case, an assessment has been made of any potentially significant effects of the SPD.
- 7.3 Although it is concluded there are unlikely to be any significant environmental, social or economic impacts as a result of progressing the SPD, it is considered necessary to test the proposals against sustainability criteria and ensure there are no major gaps. As a result an SA has been undertaken utilising the SA Framework developed to support the Preferred Options SA Report of the Councils Core Strategy Development Plan Document.

² Planning Practice Guide Paragraph: 008 Reference ID: 11-008-20140306

³ Environmental Assessment of Plans and Programmes Regulations 2004

⁴ Planning Practice Guide paragraph 013. Reference ID: 11-013-20140306

- 7.4 In addition guidance details the SA do not need to be undertaken in any more detail, or using more resources, than is considered to be appropriate for the content and level of detail in the plan.
- 7.5 The approach taken to this appraisal has been guided by that undertaken for the Preferred Options Core Strategy Sustainability Appraisal which comprises sustainability objectives and criteria based guide questions to inform the appraisal. The SA objectives that comprise the assessment framework are based on those identified within an update to the Core Strategy Scoping Report.
- 7.6 The objectives define the long term aspirations for the Borough with regard to social, economic and environment considerations and it is against these which the SPD has been assessed. The SA objectives were reconsidered at various stages of developing the Core Strategy, particularly so following publication of the NPPF with two additions to the SA framework following publication of the SA scoping report.

The SA objectives that comprise the assessment framework are presented below. The appraisal against these objectives is shown in full in appendix B and C.

Objective	Criteria
A. Social Progress Which Recognises the Needs of Everyone	
1. To improve access to good quality, affordable and resource efficient housing.	<ul style="list-style-type: none"> a) Will it provide additional affordable housing? b) Will it provide an appropriate mix of housing to meet residents' needs? c) Will it reduce the number of unfit and empty homes?
2. To enable people to enjoy long life, free from disease and limiting illnesses.	<ul style="list-style-type: none"> a) Will it improve the health of people living in the Borough? b) Will it promote healthy lifestyles? c) Will it improve access to health facilities? d) Will it reduce death rates and negative health impacts in key vulnerable groups?
3. To develop strong and positive relationships between people from different backgrounds and communities.	<ul style="list-style-type: none"> a) Will it improve people's perceptions of their local area being a place where people from different ethnic backgrounds get on well together? b) Will it create a sense of belonging and well-being for all members of the community?
4. To deliver urban renaissance.	<ul style="list-style-type: none"> a) Will it improve economic, social and environmental conditions in the most deprived areas? b) Will it improve the quality of the built environment through high standards of sustainable design and construction of new and existing buildings? c) Will it improve townscapes and urban centres?
5. To regenerate rural areas.	<ul style="list-style-type: none"> a) Will it support rural diversification? b) Will it address rural needs? c) Will it support sustainable food and farming?
6. To improve access to and use of basic goods, services and amenities.	<ul style="list-style-type: none"> a) Will it improve the provision of shops or services within the main centre? b) Will it improve access for those with disabilities? c) Will it ensure the protection, creation and access to green spaces including access and recreation in the countryside in and around towns in the borough? d) Will it improve access to cultural facilities? e) Will it improve access to skills and training for improving

	employment potential?
7. To reduce crime, disorder and the fear of crime.	<ul style="list-style-type: none"> a) Will it reduce crime levels and individuals fear of crime? b) Will it promote design that discourages crime? c) Will it help to reduce levels of anti-social behaviour?
8. To enable groups and communities to contribute to decision-making.	<ul style="list-style-type: none"> a) Will it enable the community sector to contribute to and have influence in decision-making? b) Will it identify and engage with hard to reach stakeholders?
9. To provide education which is accessible to and valued by all and produces achievements above the norm.	<ul style="list-style-type: none"> a) Will it increase community access to, and involvement with, schools and colleges? b) Will it increase the levels of participation and attainment in education?
B. Effective Protection of the Environment	
10. To protect places, landscapes and buildings of historic, cultural and archaeological value.	<ul style="list-style-type: none"> a) Will it protect and/or enhance site, features and areas of historical, archaeological and cultural value / potential? b) Will it help to conserve historic buildings through sensitive adaptation and re-use? c) Will it use architectural and urban design to enhance the local character and 'sense of place' of developments? d) Will it improve access to and understanding of buildings and landscapes of historic / cultural value? e) To conserve and enhance the character and quality of the landscapes in the Borough.
11. To protect and improve local environmental quality.	<ul style="list-style-type: none"> a) Will it protect and/or improve the environment of town centres and other urban areas? b) Will more trees and woodland be planted? c) Will it reduce light and noise pollution? d) Will it comply with air quality processes and regulations? e) Will it reduce emissions of greenhouse gases?
12. To protect and enhance biodiversity.	<ul style="list-style-type: none"> a) Will it conserve and enhance habitats and species and provide for the long term management of natural habitats and wildlife? b) Will it improve the quality and extent of designated and non-designated sites? c) Will it provide areas of green infrastructure? d) Will it provide opportunities to enhance the environment and create new conservation assets (or restore existing wildlife habitats)? e) Will it bring nature closer to people, especially in the most urbanised areas?
13. To protect and improve the quality of controlled waters.	<ul style="list-style-type: none"> a) Will it improve the quality of waterbodies? b) Will it support Sustainable Urban Drainage Systems? c) Will it reduce water consumptions?
14. To protect and improve land quality.	<ul style="list-style-type: none"> a) Will it help to promote the wise use of land by minimising development on greenfield sites? b) Will it help to reduce the amount of degraded and underused land? c) Will it reduce land contamination? d) Will it promote the use of previously developed land?
C. Prudent use of Natural Resources	
15. To ensure the prudent use of natural resources and the sustainable management of existing resources.	<ul style="list-style-type: none"> a) Will it raise awareness of resource depletion? b) Will it promote the use of recycled and secondary materials? c) Will it promote the re-use of existing buildings and long life in new buildings?
16. To address the need to limit and adapt to climate change.	<ul style="list-style-type: none"> a) Will it protect Tameside from climate change impacts? b) Will it minimise the risk of flooding from rivers and watercourses to people and properties? c) Will the proposal increase green infrastructure across the

	<p>Borough?</p> <p>d) Will it increase the proportion of energy both purchased and generated from renewable and sustainable sources?</p> <p>e) Will it maximise the production and/or use of renewable energy?</p> <p>f) Will it increase energy efficiency?</p>
17. To reduce the need to travel.	<p>a) Will it encourage walking, cycling and the use of public transport?</p> <p>b) Will it reduce traffic volumes and congestion?</p> <p>c) Will it improve accessibility to work by public transport, walking and cycling?</p> <p>d) Will it reduce road traffic accidents?</p>
18. To ensure the sustainable management of waste, minimise its production and increase re-use, recycling and recovery rates.	<p>a) Will it improve domestic waste recycling?</p> <p>b) Will it reduce the amount of residual waste to landfill?</p> <p>c) Will it reduce waste arising from construction and demolition?</p> <p>d) Will it help minimise the production of waste?</p>
D. Maintenance of high and stable levels of economic growth and employment	
19. To establish a prosperous borough that offers attractive opportunities to individuals, businesses and communities.	<p>a) Will it enhance and develop the economic potential of town centres?</p> <p>b) Will it provide, or contribute to, the availability of a balanced portfolio of employment sites?</p> <p>c) Will it help deliver a zero carbon economy?</p> <p>d) Will it help to diversify the economy?</p> <p>e) Will it prevent the loss of local businesses?</p> <p>f) Will it help to reduce levels of deprivation?</p> <p>g) Will it support the development of green industries?</p> <p>h) Will it encourage investment in research and development and in emerging technologies?</p> <p>i) Will it increase the economic benefit (eg. Heritage led regeneration, tourism, environmental economy, cultural economy derived from the historic environment)?</p>
20. To exploit the growth potential of business sectors	<p>a) Will it increase the number of growth businesses?</p> <p>b) Will it support developing sectors identified in the RES and other sub-regional / local strategies?</p>
21. To secure economic inclusion.	<p>a) Will it meet the employment needs of local people?</p> <p>b) Will it reduce unemployment levels?</p> <p>c) Will it improve the physical accessibility of jobs through the location of sites and transport links close to areas of high unemployment?</p> <p>d) Will it promote heritage-led regeneration?</p>
22. To develop and maintain a healthy labour market	<p>a) Will it provide better paid and higher quality jobs?</p> <p>b) Will it increase employment opportunities within the most deprived areas?</p> <p>c) Will it help diversify the economy of the borough?</p>
23. To develop strategic transport, communication and economic infrastructure.	<p>a) Will it reduce traffic congestion and improve safety for road users?</p> <p>b) Will it increase the level of investment in and use of rail and water freight transport?</p> <p>c) Will it improve transport links, ICT, home working and green travel plans?</p>

The qualitative scoring system used to assess the effects of the strategic spatial options is shown below.

Alignment	Description	Symbol
Major Positive Impact	The strategy, site, policy contributes significantly to the achievement of the	++

	objective	
Minor Positive Impact	The strategy, site, policy contributes to the achievement of the objective but not significantly	+
Neutral	The strategy, site, policy does not have any effect on the achievement of the objective	0
Minor Negative Impact	The strategy, site, policy detracts from the achievement of the objective but not significantly	-
Major Negative Impact	The strategy, site, policy detracts significantly from the achievement of the objective	--
No Relationship	There is no clear relationship between the strategy, site, policy and the achievement of the objective or the relationship is negligible	#
Uncertain	The strategy, site, policy has an uncertain relationship to the objective or the relationship is dependant on the way in which the aspect is managed. In addition, insufficient information may be available to enable an assessment to be made.	?

8.0 SA Adoption

8.1 This element of the SA report highlights the adoption requirements as detailed through regulation 16 (4) of the Environmental Assessment of Plans and Programmes Regulations 2004, which are required to show:

- How environmental considerations have been integrated into the document;
- How the environmental report has been taken into account;
- How opinions expressed in response to public consultation have been taken into account;
- The reasons for choosing the document as adopted in the light of other reasonable alternatives dealt with; and
- The measures that are to be taken to monitor the significant environmental effects of the implementation of the document.

9.0 How environmental considerations have been integrated into the SPD

9.1 Prior to preparing the SPD a SA Scoping Report was produced, highlighting the Councils intentions and described the scope and proposed approach of the SA to be carried out for the SPD. This report was circulated to statutory consultees and selected other parties during February and March 2016 for a five week period. A list of consultees and a summary of the comments can be found within the SPD Consultation Statement.

9.2 In developing the SA report appropriate consideration was given to those comments received during the scoping stage, revising the proposed approach as appropriate prior to issue for consultation alongside the Draft Houghton Green SPD, on which the Council welcomed comment.

9.3 The preparation of the SA report highlighted areas where initial draft policies could be amended to further strengthen their sustainability credentials. The SA has provided a means of assessing the positive and negative effects of the SPD in light of the key issues and challenges highlighted for context specific design and improving local character. Sustainability considerations therefore have been built into the process of preparing the SPD having regard to relevant guidance and the SA objectives.

10.0 How the environmental report has been taken into account

10.1 The SA process has made the following key differences to the development of the Haughton Green SPD:

- The SPD is able to provide up to date guidance which would have been lacking if the business as usual option had been selected
- The SPD is able to articulate defining characteristics of local character which are important to community cohesion.
- The SPD is able to highlight the redevelopment potential of a brownfield site.
- The SPD is able to highlight the need for soft landscaping introduced to be of native species for visual and biodiversity benefit.
- The SPD is likely to have very positive effects on most of the SA objectives
- The SPD will need to be carefully monitored to ensure that its applied appropriately and has the desired results.

11.0 How opinions expressed in response to public consultation have been taken into account

11.1 A list of the bodies consulted and sent a copy of the SA Scoping Report and of the SA of the Draft SPD is included within the SPD consultation statement. In addition to statutory bodies all consultees on the draft SPD were informed of the existence of the SA report.

11.2 During the consultation period, material could be viewed on the Councils website and reference copies were also available for inspection during normal opening hours at the Planning department's principal office, council libraries and its customer service centre. Comments were invited to be made in writing and the consultation was advertised via direct mail out, public notice and press release.

11.3 There were 21 number of responses received to the consultation on the SPD and SA Report. These are detailed further within the Consultation Statement alongside the Councils responses to each of the comments. No changes were made to the SA report in light of these responses.

12.0 The reasons for choosing the document as adopted in the light of the other reasonable alternatives dealt with

12.1 As part of the preparation of the Haughton Green SPD, the option of preparing the SPD was compared with the 'do nothing' scenario as set out:

Option One – Continue the implementation of existing UDP policies

Option Two – Prepare a Haughton Green SPD

- 12.3 The results of the predicted effects of both options are recorded in matrix form, for Option One see Appendix B and for Option Two see Appendix C. Following analysis of the results of the appraisal it is clear that Option Two, 'Implementation of the Haughton Green SPD' is likely to be the most beneficial in terms of contributing towards the sustainability objectives. The results of the appraisal of the 'do nothing' option showed this to have either neutral or minor positive effects. The most effective means of minimising the neutral effects and more positively contributing toward the SA objectives would be to bring forward the SPD.

13.0 Monitoring

- 13.1 This adoption element of the SA report reflects the adoption of the SPD. However, the SA process is iterative, meaning that its success and effectiveness will be measured by continued monitoring. As set out within the SPD it is intended this is will be undertaken through continued monitoring of the documents parent plan, upon which the guidance is based and detailed within the Authority's Monitoring Report.

Appendix A
Strategic Environment Assessment Significant Effects Framework

Criteria	Details	Significant environmental impact?
1. The characteristics of plans and programmes, having regard, in particular, to -		
a) the degree to which the plan or programme sets a framework for projects and other activities either with regard to the location nature, size and operating conditions or by allocating resources;	The Haughton Green SPD will supplement principally saved UDP policy C1, providing additional design guidance on townscape and urban form for a geographically specific area of the borough. The SPD will therefore supplement existing policy rather than set a framework itself.	No
b) the degree to which the plan or programme influences other plans and programmes including those in a hierarchy;	The Haughton Green SPD will supplement principally saved UDP policy C1, and therefore is the lowest tier of the Development Plan. It provides additional guidance on how UDP policies will be applied in relation to new development proposals, and has no other influence on other plans in the development plan hierarchy.	No
c) the relevance of the plan or programme for the integration of environmental considerations in particular with a view to promoting sustainable development;	The Haughton Green SPD has only potential positive impacts on the assessment of environmental considerations, having regard to those which offer positive benefit to defining local character and have existing protection.	No
d) environmental problems relevant to the plan or programme; and	The Haughton Green SPD has no relevant bearing on environmental problems.	No
e) the relevance of the plan or programme for the implementation of Community legislation on the environment (for example, plans and programmes linked to waste management or water protection).	The Haughton Green SPD has no relevant bearing on the implementation of European Community legislation on the environment.	No
2. Characteristics of the effects and of the area likely to be affected, having regard, in particular to -		
a) the probability, duration, frequency and reversibility of effects;	The Haughton Green SPD will not result in any environmental effects, as its intention is to provide additional development guidance and supplement existing policy frameworks in relation to local	No

	character.	
b) the cumulative nature of the effects;	As set out above, the Haughton Green SPD is not expected to result in any cumulative environmental effects as its intention is to provide additional development guidance and supplement existing policy frameworks.	No
c) the transboundary nature of the effects;	As set out above, the Haughton Green SPD is not expected to result in any transboundary environmental effects as its intention is to provide additional development guidance and supplement existing policy frameworks.	No
d) the risks to human health or the environment (for example, due to accidents);	As set out above, the Haughton Green SPD is not expected to result in any risks to human health or the environment as its intention is to provide additional development guidance and supplement existing policy frameworks.	No
e) the magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected);	As set out above, the Haughton Green SPD is not expected to result in risks to the environment as its intention is to provide additional development guidance and supplement existing policy frameworks.	No
f) the value and vulnerability of the are likely to be affected due to – i) special natural characteristics or cultural heritage ii) exceeded environmental quality standards or limit values; or iii) intensive land-use; and	As set out above, the Haughton Green SPD is not expected to result in any risks to the environment as its intention is to provide additional positive development guidance and supplement existing policy frameworks.	No
g) the effects on areas or landscapes which have a recognised national, community or international protection status.	As set out above, the Haughton Green SPD is not expected to result in any risks to the environment as its intention is to provide additional development guidance and supplement existing policy frameworks, reflecting any already recognised areas or landscapes which have national, community or international protection status.	No

Appendix B Results of the Appraisal

Option One – Business as Usual approach – Continued implementation of existing policies

Major Positive Impact The strategy, site, policy, contributes significantly to the achievement of the objective	Minor Positive Impact The strategy, site, policy contributes to the achievement of the objective but not significantly	Neutral The strategy, site, policy does not have any effect on the achievement of the objective	Minor Negative Impact The strategy, site, policy detracts from the achievement of the objective but not significantly	Major Negative Impact The strategy, site, policy detracts significantly from the achievement of the objective	No Relationship There is no clear relationship between the strategy, site, policy and the achievement of the objective or the relationship is negligible.	Uncertain The strategy, site, policy has an unclear relationship to the objective or the relationship is dependant on the way in which the aspect is managed.
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Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboun dary	Within plan period	Beyond plan period		
1. To improve access to good quality, affordable and resource efficient housing.								
a) Will it provide additional affordable housing?	Provision of affordable housing driven by identification of demonstrable need . Gross completion of 78 affordable units 2014/15.	0	0	0	?	?	+	UDP Policy H4, Type, Size and Affordability of dwellings – outlines the Councils policy regarding affordable housing although to date is has not been fully implemented.
b) Will it provide an appropriate mix of housing to meet residents' needs?	Tameside has a higher proposition or terraced stock when compared to the national average.	+	+	#	+	+	+	UDP Policy H1 highlights a number of designated residential sites across the Borough. Policy H2 promotes the use of previously developed sites for housing. Policy H4 outlines the requirement for a range of dwelling types, sizes and affordability.
c) Will it reduce the number of unfit and empty homes?	Percentage of dwellings empty gradually falling	+	+	#	+	+	+	UDP policy H1 promotes the construction of new dwellings on previously developed sites

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboundary	Within plan period	Beyond plan period		
	from 4.71% peak in 2008/09 to 2.93% in 2013/14.							and the reuse of empty and underused buildings for residential purposes.
2. To enable people to enjoy long life, free from disease and limiting illnesses.								
a) Will it improve the health of people living in the Borough?	Life expectancy in the Borough is lower than the rest of the Country. Although life expectancy of males and females have both increased from 74.9 (2004/05) to 76.9 (2013/14) males and 79.5 (2004/05) to 80.3 (2013/14) females.	+	+	+	+	+	+	New residential developments provide direct contribution or funds towards amenity green space provision through UDP policy H5 Open Space Provision. UDP policy OL8 Informal Recreation and Countryside access encourages the improvement and creation of the accessibility to informal recreational resources and the wider countryside.
b) Will it promote healthy lifestyles?	Resident population travel to work method by bicycle has fallen from 0.99% Census 2001 to 0.88% Census 2011.	+	+	+	+	+	+	New residential developments provide direct contribution or funds towards amenity green space provision through UDP policy H5 Open Space Provision. UDP policy T7 and T8 promote the securing of safe, secure and convenient pedestrian and cycling facilities.
c) Will it improve access to health facilities?	99.8% of new residential development is within a 30 minutes public transport time of GP Surgery and 72.0% within a 30 minute travel time of Hospitals (2013/14).	+	+	+	+	+	+	New residential developments provide direct contribution or funds towards amenity green space provision through UDP policy H5 Open Space Provision. UDP policy T7 and T8 promote the securing of safe, secure and convenient pedestrian and cycling facilities.
d) Will it reduce death rates and negative health impacts in key vulnerable groups?	Data gap							N/A – see Sustainability Scoping Report
3. To develop strong and positive relationships between people from different backgrounds and communities.								

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboundary	Within plan period	Beyond plan period		
a) Will it improve peoples perceptions of their local area being a place where people from different ethnic backgrounds get on well together?	Data gap	+	+	+	+	+	+	The planning process is inclusive in nature, enabling all sectors of the community to become involved in it. Its primary goal is to enable developments which are sustainable, socially, economically and environmentally. New residential developments provide direct contribution or funds towards amenity green space provision through UDP policy H5 Open Space Provision.
b) Will it create a sense of belonging and well-being for all members of the community?	Community Strategy identified that only 54% of the Borough population feel that their area is a place where people from different backgrounds can live together harmoniously	+	+	+	+	+	+	The development / planning process requires and encourages public consultation on all development proposals. New residential developments provide direct contribution or funds towards amenity green space provision through UDP policy H5 Open Space Provision
4. To deliver urban renaissance.								
a) Will it improve economic, social and environmental conditions in the most deprived areas?	Data gap							N/A – see Sustainability Scoping Report
b) Will it improve the quality of the built environment through high standards of sustainable design and construction of new and existing buildings?	Data gap	++	++	#	++	++	++	High standards of sustainable design are encouraged through the sustainable design and construction guide SPD. UDP policy H10 details the Councils requirements for high quality housing. The Tameside Residential Design SPD outlines the Councils design requirements for new residential developments.
c) Will it improve townscapes and urban centres?	Data gap							N/A – see Sustainability Scoping Report
5. To regenerate rural areas.								

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboundary	Within plan period	Beyond plan period		
a) Will it support rural diversification?	Data gap							N/A – see Sustainability Scoping Report
b) Will it address rural needs?	Data gap							N/A – see Sustainability Scoping Report
e) Will it support sustainable food and farming?	Data gap							N/A – see Sustainability Scoping Report
6. To improve access to and use of basic goods, services and amenities.								
a) Will it improve the provision of shops or services within the main centre?	Data gap							N/A – see Sustainability Scoping Report
b) Will it improve access for those with disabilities?	Data gap	+	+	#	+	+	+	New development must comply with building regulations. UDP policy OL8 Informal Recreation and Countryside access encourages the improvement and creation of the accessibility to informal recreational resources and the wider countryside.
c) Will it ensure the protection, creation and access to green spaces including access and recreation in the countryside in and around towns in the borough?	Data gap	+	+	#	+	+	+	UDP policy OL4, Protected Green Space, details Councils policy on not permitting development on protected green space. Developer contributions also ensure developers contribute toward green space provision where deficiencies exist.
d) Will it improve access to cultural facilities?	Data gap	+	+	#	+	+	+	UDP policy S8, Built Recreation, Leisure and Tourism Developments, promotes the siting of such uses within the boroughs town centres.
e) Will it improve access to skills and training for improving employment potential?	Data gap							N/A – see Sustainability Scoping Report

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboundary	Within plan period	Beyond plan period		
7. To reduce crime, disorder and the fear of crime.								
a) Will it reduce crime levels and individuals fear of crime?	6.5% of Adults feel very unsafe after dark (13/14) down from 18.0% (05/06) Tameside Citizens Panel Survey.	+	+	#	+	+	+	The promotion of good urban design principles aids the safety of public and private areas as detailed for residential development proposals within UDP policy H10.
b) Will it promote design that discourages crime?	Recorded crime per 1,000 of the population down to 56 (12/13) from 75.4 (04/05). Tameside Area Agreement indicator from 08/09 onward.	+	+	#	+	+	+	The promotion of good urban design principles aids the safety of public and private areas as detailed for residential development proposals within UDP policy H10.
c) Will it help to reduce levels of anti-social behaviour?	Recorded crime per 1,000 of the population down to 56 (12/13) from 75.4 (04/05). Tameside Area Agreement indicator from 08/09 onward.	+	+	#	+	+	+	The promotion of good urban design principles aids the safety of public and private areas as detailed for residential development proposals within UDP policy H10.
8. To enable groups and communities to contribute to decision making.								
a) Will it enable the community sector to contribute to and have influence in decision-making?	Data gap	+	+	#	+	+	+	Public consultation is a statutory requirement of the planning process.
b) Will it identify and engage with hard to reach stakeholders?	Data gap							N/A – see Sustainability Scoping Report
9. To provide education which is accessible to and valued by all and produces achievements above the norm.								
a) Will it increase community access to, and involvement with, schools, colleges?	Data gap							N/A – see Sustainability Scoping Report
b) Will it increase the levels of	Data gap							N/A – see Sustainability Scoping Report

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboundary	Within plan period	Beyond plan period		
participation and attainment in education?								
10. To protect places, landscape and buildings of historic cultural and archaeological value.								
a) Will it protect and/or enhance site, features and areas of historical, archaeological and cultural value/potential?	333 Listings within the Borough up from 312 in 04/05.	+	+	#	+	+	+	UDP policies C1, C2, C3, C5, C7, C8 and H10 outline the Councils requirements on conservation assets including listed building protection and alternative uses related to design and local character.
b) Will it help to conserve historic buildings through sensitive adaptation and re-use?	9 conservation areas exist with 89% covered by management appraisals.	+	+	#	+	+	+	UDP policies C1, C2, C3, C5, C7, C8 and H10 outline the Councils requirements on conservation assets including listed building protection and alternative uses related to design and local character.
c) Will it use architectural and urban design to enhance the local character and 'sense of place' of developments?	Data gap	+	+	#	+	+	+	UDP policies C1, C2, C3, C5, C7, C8 and H10 outline the Councils requirements on conservation assets including listed building protection and alternative uses related to design and local character.
d) Will it improve access to and understanding of buildings and landscapes of historic / cultural value?	Data gap	+	+	#	+	+	+	UDP policy C5, Alternative Uses, Alterations and Additions for Listed Buildings – details Councils policy on listed building protection and alternative uses. Policy C8, Demolition of Listed Buildings.
e) Will it conserve and enhance the character and quality of landscapes in the Borough?	Data gap	++	+	+	+	+	+	UDP policy OL4 Protected Green Space, OL10 Landscape Quality and Character and OL15 Openness and Appearance of River Valleys seek to ensure sufficient Protected Greenspace exists and character of river valleys and wider landscape are protect and enhanced.
11. To protect and improve local environmental quality.								

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboundary	Within plan period	Beyond plan period		
a) Will it protect and/or improve the environment of town centres and other urban areas?	Percentage of land within Tameside which falls below an unacceptable level in terms of litter and debris is 23% (05/06) reduced to 5.25% (11/12)	+	#	#	+	+	+	UDP Policy S1 Town Centre Improvement outlines the Councils Intention to identify and implement improvement and investment schemes.
b) Will more trees and woodland be planted?	Area of woodland protected increased by 35.36ha (04/05) to (13/14)	+	+	+	+	+	+	Development schemes are required to have landscape schemes as part of their proposals detailed through UDP policy N5, S9, H10 and E6.
c) Will it reduce light and noise pollution?	Data gap							N/A – see Sustainability Scoping Report
d) Will it comply with air quality process and regulations?	Data gap							N/A – see Sustainability Scoping Report
e) Will it reduce emissions of greenhouse gases?	Data gap							N/A – see Sustainability Scoping Report
12. To protect and enhance biodiversity.								
a) Will it conserve and enhance habitats and species and provide for the long term management of natural habitats and wildlife?	Data gap							N/A – see Sustainability Scoping Report
b) Will it improve the quality and extent of designated and non designated sites?	Data gap							N/A – see Sustainability Scoping Report
c) Will it provide areas of green infrastructure	Tameside is 10,317ha in size, 5,072ha is defined as Green Belt (49%) and 1,053ha (10.2%) as Protected Green Space.	+	+	#	+	+	+	Development schemes are required to have landscape schemes as part of their proposals. New developments provide funds towards amenity green space provision.

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboundary	Within plan period	Beyond plan period		
d) Will it provide opportunities to enhance the environment and create new conservation assets (or restore existing wildlife habitats)?	Tameside has 55 Sites of Biological Importance, as assessed by the Greater Manchester Ecology Unit, covering 1,433.5ha of the borough. 74% of which by area are Grade A.	+	+	#	+	+	+	Development schemes are required to have landscape schemes as part of their proposals. New developments provide funds towards amenity green space provision.
e) Will it bring nature closer to people, especially in the most urbanised areas?	Data gap							N/A – see Sustainability Scoping Report
13. To protect and improve the quality of controlled waters.								
a) Will it improve the quality of waterbodies?	Data gap							N/A – see Sustainability Scoping Report
b) Will it support Sustainable Urban Drainage Systems?	Data gap							N/A – see Sustainability Scoping Report
e) Will it reduce water consumptions?	Data gap							N/A – see Sustainability Scoping Report
14. To protect and improve land quality.								
a) Will it help to promote the wise use of land by minimising development on greenfield sites?	79% of all new dwellings in 2013/14 were completed on previously developed land.	+	+	#	+	+	+	UDP policy H1 promotes the construction of new dwellings on previously developed sites and the reuse of empty and underused buildings for residential purposes.
b) Will it help to reduce the amount of degraded and underused land?	79% of all new dwellings in 2013/14 were completed on previously developed land.	+	+	#	+	+	+	UDP policy H1 promotes the construction of new dwellings on previously developed sites and the reuse of empty and underused buildings for residential purposes.
e) Will it reduce land contamination?	Data gap							N/A – see Sustainability Scoping Report

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboundary	Within plan period	Beyond plan period		
d) Will it promote the use of previously developed land?	79% of all new dwellings in 2013/14 were completed on previously developed land.	+	+	#	+	+	+	UDP policy H1 promotes the construction of new dwellings on previously developed sites and the reuse of empty and underused buildings for residential purposes.
15. To ensure the prudent use of natural resources and the sustainable management of existing resources.								
a) Will it raise awareness of resource depletion?	Data gap							N/A – see Sustainability Scoping Report
b) Will it promote the use of recycled and secondary materials?	Data gap							N/A – see Sustainability Scoping Report
c) Will it promote the re-use of existing buildings and long life in new buildings?	Data gap	+	+	#	+	+	+	UDP policy H1 promotes the construction of new dwellings on previously developed sites and the reuse of empty and underused buildings for residential purposes.
16. To address the need to limit and adapt to climate change.								
a) Will it protect Tameside from climate change impacts?	Data gap							N/A – see Sustainability Scoping Report
b) Will it minimise the rise of flooding from rivers and watercourses to people and properties?	Data gap							N/A – see Sustainability Scoping Report
c) Will the proposal increase green infrastructure across the borough?	Data gap							N/A – see Sustainability Scoping Report
d) Will it increase the proportion of energy both purchased and generated from renewable and sustainable sources?	Data gap							N/A – see Sustainability Scoping Report
e) Will it maximise the production	Data gap							N/A – see Sustainability Scoping Report

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboundary	Within plan period	Beyond plan period		
and or use of renewable energy?								
f) Will it increase energy efficiency?	Data gap							N/A – see Sustainability Scoping Report
17. To reduce the need to travel.								
a) Will it encourage walking, cycling and the use of public transport?	9.35% of people in Tameside travel to work by public transport. Some 69.98% of people travel less than 10km to work.	+	+	+	+	+	+	UDP policies H10(b) outlines the current requirement related to arrangements for cycling, walking and public transport. Additionally UDP policies T5 – T8 require appropriate consideration of sustainable travel options.
b) Will it reduce traffic volumes and congestion?	Data gap							N/A – see Sustainability Scoping Report
c) Will it improve accessibility to work by public transport walking and cycling?	9.35% of people in Tameside travel to work by public transport. Some 69.98% of people travel less than 10km to work.	+	+	+	+	+	+	UDP policies H10(b) outlines the current requirement related to arrangements for cycling, walking and public transport. Additionally UDP policies T5 – T8 require appropriate consideration of sustainable travel options.
d) Will it reduce road traffic accidents?	Data gap							N/A – see Sustainability Scoping Report
18. To ensure the sustainable management of waste, minimise its production and increase re-use, recycling and recovery rates.								
a) Will it improve domestic waste recycling?	Data gap							N/A – see Sustainability Scoping Report
b) Will it reduce the amount of residual waste to landfill?	Data gap							N/A – see Sustainability Scoping Report
e) Will it reduce waste arising from construction and demolition?	Data gap							N/A – see Sustainability Scoping Report

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboundary	Within plan period	Beyond plan period		
d) Will it help minimise the production of waste?	Data gap							N/A – see Sustainability Scoping Report
19. To establish a prosperous borough that offer attractive opportunities to individuals, businesses and communities.								
a) Will it enhance and develop the economic potential of town centres?	Data gap							N/A – see Sustainability Scoping Report
b) Will it provide or contribute to, the availability of a balanced portfolio of employment sites?	Of the available employment land supply (2013/14), 5% is B1, 25% B2, 1% B8 and 69% as General Employment.	++	+	+	+	+	+	UDP policy E2, Development Opportunity Areas, details a range of potential developments comprising a range of mixed use opportunities. The Tameside Employment Land SPD provides guidance on employment sites across the Borough.
e) Will it help to deliver a zero carbon economy?	Data gap							N/A – see Sustainability Scoping Report
d) Will it help to diversify the economy?	Data gap							N/A – see Sustainability Scoping Report
e) Will it prevent the loss of local businesses?	Data gap							N/A – see Sustainability Scoping Report
f) Will it help to reduce levels of deprivation?	Data gap							N/A – see Sustainability Scoping Report
g) Will it support the development of green industries?	Data gap							N/A – see Sustainability Scoping Report
h) Will it encourage investment in research and development and in emerging technologies?	Data gap							N/A – see Sustainability Scoping Report
i) Will it increase the economic benefit (eg Heritage led regeneration, tourism, environmental economy,	Data gap	+	+	#	+	+	+	UDP policy C5 and C7 encourages the use of enabling development and sensitive reuse of Listed Buildings where existing or original use is unlikely to support the maintenance and

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboundary	Within plan period	Beyond plan period		
cultural economy derived from the historic environment)?								preservation of the asset.
20. To exploit the growth potential of business sectors.								
a) Will it increase the number of growth businesses?	Data gap							N/A – see Sustainability Scoping Report
b) Will it support developing sectors identified in the RES and other sub-regional or local strategies?	Data gap							N/A – see Sustainability Scoping Report
21. To secure economic inclusion.								
a) Will it meet the employment needs of local people?	Data gap							N/A – see Sustainability Scoping Report
b) Will it reduce unemployment levels?	Data gap							N/A – see Sustainability Scoping Report
c) Will it improve the physical accessibility of jobs through the location of sites and transport links close to areas of high unemployment?	Data gap							N/A – see Sustainability Scoping Report
d) Will it promote heritage-led regeneration?	Data gap	+	+	#	+	+	+	UDP policy C5 and C7 encourages the use of enabling development and sensitive reuse of Listed Buildings where existing or original use is unlikely to support the maintenance and preservation of the asset.
22. To develop and maintain a healthy labour market								
a) Will it provide better paid and higher quality jobs?	Data gap							N/A – see Sustainability Scoping Report
b) Will it increase employment	Data gap							N/A – see Sustainability Scoping Report

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboundary	Within plan period	Beyond plan period		
opportunities within the most deprived areas?								
e) Will it help diversify the economy of the borough?	Data gap							N/A – see Sustainability Scoping Report
23. To develop strategic transport, communication and economic infrastructure.								
a) Will it reduce traffic congestion and improve safety for road users?	Data gap							N/A – see Sustainability Scoping Report
b) Will it increase the level of investment in and use of rail and water freight transport?	Data gap							N/A – see Sustainability Scoping Report
e) Will it improve transport links, ICT, home working and green travel plans?	Data gap							N/A – see Sustainability Scoping Report

Appendix C Results of the Appraisal

Option Two – Implementation of the Haughton Green SPD

Major Positive Impact

The strategy, site, policy, contributes significantly to the achievement of the objective

Minor Positive Impact

The strategy, site, policy contributes to the achievement of the objective but not significantly

Neutral

The strategy, site, policy does not have any effect on the achievement of the objective

Minor Negative Impact

The strategy, site, policy detracts from the achievement of the objective but not significantly

Major Negative Impact

The strategy, site, policy detracts significantly from the achievement of the objective

No Relationship

There is no clear relationship between the strategy, site, policy and the achievement of the objective or the relationship is negligible.

Uncertain

The strategy, site, policy has an unclear relationship to the objective or the relationship is dependant on the way in which the aspect is managed.

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Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboun dary	Within plan period	Beyond plan period		
1. To improve access to good quality, affordable and resource efficient housing.								
a) Will it provide additional affordable housing?	Provision of affordable housing driven by identification of demonstrable need. Gross completion of 78 affordable units 2014/15.	0	+	0	+	+	+	SPD policy HAU1 highlights the importance of residential land uses within Haughton Green as defining local character. In addition Policy HAU13 details residential uses as appropriate to the principle development opportunity site. The Tameside Residential Design SPD provides specific guidance on residential developments.
b) Will it provide an appropriate mix of housing to meet residents' needs?	Tameside has a higher proportion or terraced stock when compared to the national average	+	++	#	+	+	+	SPD policy HAU1 highlights the importance of residential land uses within Haughton Green as defining local character. In addition Policy HAU13 details residential uses as appropriate to the principle development opportunity site. The Tameside Residential Design SPD

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboundary	Within plan period	Beyond plan period		
								provides specific guidance on residential developments.
c) Will it reduce the number of unfit and empty homes?	Percentage of dwellings empty gradually falling from 4.71% peak in 2008/09 to 2.93% in 2013/14.	+	++	#	+	+	+	The regeneration of the site of the former Old Rectory Hotel identified through SPD policy HAU13 may encourage the further renovation and improvement of vacant and underutilised homes and buildings.
2. To enable people to enjoy long life, free from disease and limiting illnesses.								
a) Will it improve the health of people living in the Borough?	Life expectancy in the Borough is lower than the rest of the Country. Although life expectancy of males and females have both increased from 74.9 (2004/05) to 76.9 (2013/14) males and 79.5 (2004/05) to 80.3 (2013/14) females.	+	++	+	++	+	++	The SPD promotes the importance of the river valley and open space as defining characteristics of Haughton Green. In addition the SPD highlights the need to improve the public realm associated with Haughton Green Road and Meadow lane in encouraging access of existing green infrastructure assets. Alongside this the importance of open space, footpaths, cycle infrastructure and trees are recognised.
b) Will it promote healthy lifestyles?	Resident population travel to work method by bicycle has fallen from 0.99% Census 2001 to 0.88% Census 2011.	+	++	+	++	+	++	The SPD promotes the importance of the river valley and open space as defining characteristics of Haughton Green. In addition the SPD highlights the need to improve the public realm associated with Haughton Green Road and Meadow lane in encouraging access of existing green infrastructure assets. Alongside this the importance of open space, footpaths, cycle infrastructure and trees are

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboundary	Within plan period	Beyond plan period		
								recognised.
c) Will it improve access to health facilities?	99.8% of new residential development is within a 30 minutes public transport time of GP Surgery and 72.0% within a 30 minute travel time of Hospitals (2013/14).	++	++	++	++	++	++	<p>The SPD promotes the importance of the river valley and open space as defining characteristics of Haughton Green.</p> <p>In addition the SPD highlights the need to improve the public realm associated with Haughton Green Road and Meadow lane in encouraging access of existing green infrastructure assets.</p> <p>Alongside this the importance of open space, footpaths, cycle infrastructure and trees are recognised.</p>
d) Will it reduce death rates and negative health impacts in key vulnerable groups?	Data gap							N/A – see Sustainability Scoping Report
3. To develop strong and positive relationships between people from different backgrounds and communities.								
a) Will it improve peoples perceptions of their local area being a place where people from different ethnic backgrounds get on well together?	Data gap	#	++	+	++	++	++	The SPD promotes the importance of the river valley and open space including the Village Green as defining characteristics of Haughton Green in providing resources which people from different backgrounds can access, use and aid in fostering a sense of community.
b) Will it create a sense of belonging and well-being for all members of the community?	Community Strategy identified that only 54% of the Borough population feel that their area is a place where people from different backgrounds can live together harmoniously	#	++	+	++	+	+	<p>The policies and potential future projects detailed within the SPD have been formulated through consultation with land owners, members of the community and local Councillors.</p> <p>Prior to adoption the SPD will have been subject to wider public consultation enabling</p>

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboundary	Within plan period	Beyond plan period		
								any members of the community to comment on and feed into the document.
4. To deliver urban renaissance.								
a) Will it improve economic, social and environmental conditions in the most deprived areas?	Data gap							N/A – see Sustainability Scoping Report
b) Will it improve the quality of the built environment through high standards of sustainable design and construction of new and existing buildings?	Data gap	#	++	#	++	++	++	The SPD provides guidance on future developments to ensure high quality design which is responsive to local character is applied in Haughton Green.
e) Will it improve townscapes and urban centres?	Data gap							N/A – see Sustainability Scoping Report
5. To regenerate rural areas.								
a) Will it support rural diversification?	Data gap							N/A – see Sustainability Scoping Report
b) Will it address rural needs?	Data gap							N/A – see Sustainability Scoping Report
e) Will it support sustainable food and farming?	Data gap							N/A – see Sustainability Scoping Report
6. To improve access to and use of basic goods, services and amenities.								
a) Will it improve the provision of shops or services within the main centre?	Data gap							N/A – see Sustainability Scoping Report
b) Will it improve access for those with disabilities?	Data gap	#	++	#	+	+	+	New development must comply with building regulation requirements. SPD policy HAU10 requires the upgrading or

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
		Tameside	Haughton Green	Transboun dary	Within plan period	Beyond plan period		
								creation of new footpath/cycle infrastructure to be suitable for intended end uses and future management and maintenance responsibilities to be clear.
c) Will it ensure the protection, creation and access to green spaces including access and recreation in the countryside in and around towns in the borough?	Data gap	#	++	#	++	++	++	Public realm improvements proposed in the SPD will include green elements alongside the river valley and Village Green as defining elements of local character.
d) Will it improve access to cultural facilities?	Data gap	+	++	#	++	+	+	The SPD highlights the importance of the village green and local shopping parade as hubs of community activity.
e) Will it improve access to skills and training for improving employment potential?	Data gap							N/A – see Sustainability Scoping Report
7. To reduce crime, disorder and the fear of crime.								
a) Will it reduce crime levels and individuals fear of crime?	6.5% of Adults feel very unsafe after dark (13/14) down from 18.0% (05/06) Tameside Citizens Panel Survey.	#	++	#	+	+	+	The creation of high quality public realm coupled with appropriately designed buildings will create safer street environments.
b) Will it promote design that discourages crime?	Recorded crime per 1,000 of the population down to 56 (12/13) from 75.4 (04/05). Tameside Area Agreement indicator from 08/09 onward.	#	++	#	+	+	+	The promotion of good urban design principles aids the safety of public and private areas as detailed for residential development proposals within UDP policy H10.
c) Will it help to reduce levels of anti-social behaviour?	Recorded crime per 1,000 of the population down to	#	++	#	+	+	+	Through the public realm improvement projects identified within the SPD Haughton

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	56 (12/13) from 75.4 (04/05). Tameside Area Agreement indicator from 08/09 onward.							Greens streets and spaces are expected to become safer spaces.
8. To enable groups and communities to contribute to decision making.								
a) Will it enable the community sector to contribute to and have influence in decision-making?	Data gap	#	++	#	+	+	+	The period of public consultation enables all sectors of the community to comment and feed into the draft document. In addition land owners, the community and local Councillors have been involved in the creation of the draft document.
b) Will it identify and engage with hard to reach stakeholders?	Data gap							N/A – see Sustainability Scoping Report
9. To provide education which is accessible to and valued by all and produces achievements above the norm.								
a) Will it increase community access to, and involvement with, schools, colleges?	Data gap							N/A – see Sustainability Scoping Report
b) Will it increase the levels of participation and attainment in education?	Data gap							N/A – see Sustainability Scoping Report
10. To protect places, landscape and buildings of historic cultural and archaeological value.								
a) Will it protect and/or enhance site, features and areas of historical, archaeological and cultural value/potential?	333 Listings within the Borough up from 312 in 04/05.	#	++	#	++	+	+	The SPD supports the appropriate conversion and re-use of historic buildings and highlights the contribution which formally designated assets make. The SPD further highlights the need for new development to acknowledge existing character.
b) Will it help to conserve historic buildings through sensitive	9 conservation areas exist with 89% covered by	#	++	#	++	+	+	The SPD supports the appropriate conversion and re-use of historic buildings and highlights

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
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adaptation and re-use?	management appraisals.							the contribution which formally designated assets make. The SPD further highlights the need for new development to acknowledge existing character.
c) Will it use architectural and urban design to enhance the local character and 'sense of place' of developments?	Data gap	#	++	#	++	++	++	The SPD supports the appropriate conversion and re-use of historic buildings and highlights the contribution which formally designated assets make. The SPD further highlights the need for new development to acknowledge existing character. In addition public realm improvement projects are identified which contribute toward the enhancement of local character and aid in creating a sense of place.
d) Will it improve access to and understanding of buildings and landscapes of historic / cultural value?	Data gap	+	++	#	++	+	+	The SPD promotes the growth of the cultural assets and uses in Haughton Green including recognition of the river valley, Village Green and heritage assets.
e) Will it conserve and enhance the character and quality of landscapes in the Borough?	Data gap	#	++	++	++	+	+	The SPD promotes the growth of the cultural assets and uses in Haughton Green including recognition of the openness of the river valley, Village Green and heritage assets.
11. To protect and improve local environmental quality.								
a) Will it protect and/or improve the environment of town centres and other urban areas?	Percentage of land within Tameside which falls below an unacceptable level in terms of litter and debris is 23% (05/06) reduced to 5.25% (11/12).	+	+	#	+	+	+	The SPD promotes the application of high quality design, responsive to local character and recognises the established local centre as a hub of community activity.

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
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b) Will more trees and woodland be planted?	Area of woodland protected increased by 35.36ha (04/05) to (13/14).	+	++	++	++	++	++	Development schemes are required to have landscaping schemes as part of any development proposal and the SPD recognises the important contribution which individual, groups of trees and the enclosure of meadow lane has on local character.
c) Will it reduce light and noise pollution?	Data gap							N/A – see Sustainability Scoping Report
d) Will it comply with air quality process and regulations?	Data gap							N/A – see Sustainability Scoping Report
e) Will it reduce emissions of greenhouse gases?	Data gap							N/A – see Sustainability Scoping Report
12. To protect and enhance biodiversity.								
a) Will it conserve and enhance habitats and species and provide for the long term management of natural habitats and wildlife?	Data gap							N/A – see Sustainability Scoping Report
b) Will it improve the quality and extent of designated and non designated sites?	Data gap							N/A – see Sustainability Scoping Report
c) Will it provide areas of green infrastructure	Tameside is 10,317ha in size, 5,072ha is defined as Green Belt (49%) and 1,053ha (10.2%) as Protected Green Space.	+	++	++	++	+	++	Development schemes are required to have landscaping schemes as part of any development proposal and the SPD recognises the important contribution which individual, groups of trees and the enclosure of meadow lane has on local character. New developments provide funds towards amenity green space provision.

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
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d) Will it provide opportunities to enhance the environment and create new conservation assets (or restore existing wildlife habitats)?	Tameside has 55 Sites of Biological Importance, as assessed by the Greater Manchester Ecology Unit, covering 1,433.5ha of the borough. 74% of which by area are Grade A.	+	++	+	++	+	++	Development schemes are required to have landscaping schemes as part of any development proposal where the SPD recognises the positive contribution which Local Nature Reserve and other nature conservation designations have on character. New developments provide funds towards amenity green space provision.
e) Will it bring nature closer to people, especially in the most urbanised areas?	Data gap							N/A – see Sustainability Scoping Report
13. To protect and improve the quality of controlled waters.								
a) Will it improve the quality of waterbodies?	Data gap							N/A – see Sustainability Scoping Report
b) Will it support Sustainable Urban Drainage Systems?	Data gap							N/A – see Sustainability Scoping Report
e) Will it reduce water consumptions?	Data gap							N/A – see Sustainability Scoping Report
14. To protect and improve land quality.								
a) Will it help to promote the wise use of land by minimising development on greenfield sites?	79% of all new dwellings in 2013/14 were completed on previously developed land.	+	++	#	++	+	+	The regeneration of the site of the former Old Rectory Hotel identified through SPD policy HAU13 may encourage the further renovation and improvement of vacant and underutilised land and make use of brownfield sites.
b) Will it help to reduce the amount of degraded and underused land?	79% of all new dwellings in 2013/14 were completed on previously developed land.	+	+	#	+	+	+	The regeneration of the site of the former Old Rectory Hotel identified through SPD policy HAU13 may encourage the further renovation and improvement of vacant and underutilised land and make use of brownfield sites.

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
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e) Will it reduce land contamination?	Data gap							N/A – see Sustainability Scoping Report
d) Will it promote the use of previously developed land?	79% of all new dwellings in 2013/14 were completed on previously developed land.	+	++	#	++	+	+	The regeneration of the site of the former Old Rectory Hotel identified through SPD policy HAU13 may encourage the further renovation and improvement of vacant and underutilised land and make use of brownfield sites.
15. To ensure the prudent use of natural resources and the sustainable management of existing resources.								
a) Will it raise awareness of resource depletion?	Data gap							N/A – see Sustainability Scoping Report
b) Will it promote the use of recycled and secondary materials?	Data gap							N/A – see Sustainability Scoping Report
c) Will it promote the re-use of existing buildings and long life in new buildings?	79% of all new dwellings in 2013/14 were completed on previously developed land.	+	+	#	+	+	+	The SPD encourages the appropriate alterations to existing buildings which protect and enhance the character of the area.
16. To address the need to limit and adapt to climate change.								
a) Will it protect Tameside from climate change impacts?	Data gap							N/A – see Sustainability Scoping Report
b) Will it minimise the rise of flooding from rivers and watercourses to people and properties?	Data gap							N/A – see Sustainability Scoping Report
e) Will the proposal increase green infrastructure across the borough?	Data gap							N/A – see Sustainability Scoping Report
d) Will it increase the proportion of energy both purchased and	Data gap							N/A – see Sustainability Scoping Report

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
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generated from renewable and sustainable sources?								
e) Will it maximise the production and or use of renewable energy?	Data gap							N/A – see Sustainability Scoping Report
f) Will it increase energy efficiency?	Data gap							N/A – see Sustainability Scoping Report
17. To reduce the need to travel.								
a) Will it encourage walking, cycling and the use of public transport?	9.35% of people in Tameside travel to work by public transport. Some 69.98% of people travel less than 10km to work.	+	+	+	+	+	+	The SPD highlights the need to improve the public realm associated with Haughton Green Road and Meadow lane in encouraging access of green infrastructure provision and promotion of pedestrian priority.
b) Will it reduce traffic volumes and congestion?	Data gap							N/A – see Sustainability Scoping Report
c) Will it improve accessibility to work by public transport walking and cycling?	9.35% of people in Tameside travel to work by public transport. Some 69.98% of people travel less than 10km to work.	+	++	#	++	++	++	The SPD highlights the need to improve the public realm associated with Haughton Green Road and Meadow lane in encouraging access of green infrastructure provision and promotion of pedestrian priority.
e) Will it reduce road traffic accidents?	Data gap							N/A – see Sustainability Scoping Report
18. To ensure the sustainable management of waste, minimise its production and increase re-use, recycling and recovery rates.								
a) Will it improve domestic waste recycling?	Data gap							N/A – see Sustainability Scoping Report
b) Will it reduce the amount of residual waste to landfill?	Data gap							N/A – see Sustainability Scoping Report
c) Will it reduce waste arising from	Data gap							N/A – see Sustainability Scoping Report

Sustainable Development Objectives and Criteria	Key baseline information and target where applicable	Geographic Scale			Timescale		Cumulative	Commentary, including prevention, reduction, offsetting of adverse effects
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construction and demolition?								
d) Will it help minimise the production of waste?	Data gap							N/A – see Sustainability Scoping Report
19. To establish a prosperous borough that offer attractive opportunities to individuals, businesses and communities.								
a) Will it enhance and develop the economic potential of town centres?	Data gap							N/A – see Sustainability Scoping Report
b) Will it provide or contribute to, the availability of a balanced portfolio of employment sites?	Of the available employment land supply (2013/14), 5% is B1, 25% B2, 1% B8 and 69% as General Employment.	+	+	+	+	+	+	The SPD directs any commercial and retail uses toward the existing local shopping parade in encouraging the promotion of existing defined locations.
e) Will it help to deliver a zero carbon economy?	Data gap							N/A – see Sustainability Scoping Report
d) Will it help to diversify the economy?	Data gap							N/A – see Sustainability Scoping Report
e) Will it prevent the loss of local businesses?	Data gap							N/A – see Sustainability Scoping Report
f) Will it help to reduce levels of deprivation?	Data gap							N/A – see Sustainability Scoping Report
g) Will it support the development of green industries?	Data gap							N/A – see Sustainability Scoping Report
h) Will it encourage investment in research and development and in emerging technologies?	Data gap							N/A – see Sustainability Scoping Report
i) Will it increase the economic benefit (eg Heritage led regeneration, tourism,	Data gap	+	++	+	++	+	+	The SPD promotes the growth of the cultural assets and uses in Haughton Green including recognition of the river valley, Village Green

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environmental economy, cultural economy derived from the historic environment)?								and heritage assets through the established heritage trail.
20. To exploit the growth potential of business sectors.								
a) Will it increase the number of growth businesses?	Data gap							N/A – see Sustainability Scoping Report
b) Will it support developing sectors identified in the RES and other sub regional or local strategies?	Data gap							N/A – see Sustainability Scoping Report
21. To secure economic inclusion.								
a) Will it meet the employment needs of local people?	Data gap							N/A – see Sustainability Scoping Report
b) Will it reduce unemployment levels?	Data gap							N/A – see Sustainability Scoping Report
c) Will it improve the physical accessibility of jobs through the location of sites and transport links close to areas of high unemployment?	Data gap							N/A – see Sustainability Scoping Report
d) Will it promote heritage-led regeneration?	Data gap	+	+	#	+	+	+	The SPD promotes the growth of the cultural assets and uses in Haughton Green including recognition of the river valley, Village Green and heritage assets through the established heritage trail.
22. To develop and maintain a healthy labour market								
a) Will it provide better paid and higher quality jobs?	Data gap							N/A – see Sustainability Scoping Report

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b) Will it increase employment opportunities within the most deprived areas?	Data gap							N/A – see Sustainability Scoping Report
e) Will it help diversify the economy of the borough?	Data gap							N/A – see Sustainability Scoping Report
23. To develop strategic transport, communication and economic infrastructure.								
a) Will it reduce traffic congestion and improve safety for road users?	Data gap							N/A – see Sustainability Scoping Report
b) Will it increase the level of investment in and use of rail and water freight transport?	Data gap							N/A – see Sustainability Scoping Report
e) Will it improve transport links, ICT, home working and green travel plans?	Data gap							N/A – see Sustainability Scoping Report

“Houghton Green”

A Supplementary Planning Document

Habitats Screening Opinion

Screening opinion on the impact of the Houghton Green Supplementary Planning Document

Published by

Tameside Metropolitan Borough Council
Planning Policy

11 September 2017



Introduction

Article 6(3) of the European Habitats Directive dealing with the conservation of European protected sites states that:

'Any plan or project not directly connected with or necessary to the management of the site but likely to have a significant effect thereon, either individually or in combination with other plans and projects, shall be subject to appropriate assessment of its implications for the site in view of the site's conservation objectives. In light of the conclusions of the assessment of the implications for the site and subject to the provisions of paragraph 4, the competent national authorities shall agree to the plan or project only after ascertained that it will not adversely affect the integrity of the site concerned and, if appropriate, after having obtained the opinion of the general public.'

The purpose of Habitats Regulations Assessment of land use plans is to ensure that protection of the integrity of European sites is a part of the planning process at a regional and local level. Habitats Regulations Assessment can be seen as having a number of discrete stages:

- Stage 1 – Screening
- Stage 2 – Appropriate Assessment
- Stage 3 – Assessment of Alternatives
- Stage 4 – Assessment where no alternatives are available

This document comprises Stage 1 of the Habitats Regulations Assessment process and contributes to the fulfilment of the Councils statutory duty as regards Article 6(3); that is, it is a Screening Opinion on whether or not the Haughton Green Supplementary Planning Document (hereafter referred to as 'the SPD') will have an impact on the special interest of any European site and therefore needs to undergo further Screening Opinions or a full Habitats Regulations Assessment as the SPD develops.

A small part of the South Pennine Moors SAC / SPA falls within the borough boundary and has therefore been covered in this screening opinion. Although it is considered that the SPD will not have effects outside of the borough's boundaries, the Rochdale Canal SAC is approximately 1.5km from the borough boundary and has also been covered in this screening opinion to ensure that the SPD will not adversely affect this SAC.

Brief Description of the Haughton Green SPD

The policies within the Tameside Unitary Development Plan (UDP), adopted in November 2004, have been 'saved' following Direction from the Secretary of State on 18 September 2007. The current UDP policies therefore continue to be the policies upon which any new SPD are based.

The Haughton Green SPD to which this Habitat Screening report is associated with is designed particularly to support saved UDP policy C1 Townscape and Urban form, for the distinct geographical area of Haughton Green surrounding Meadow Lane, which sets out that urban design frameworks will be produced for particular areas and corridors in the

borough, as supplementary planning guidance, detailing fundamental principles which should be followed and from which detail design may be interpreted. The policy furthermore highlights the importance when considering proposals for built development of distinct settlement patterns, open space features, topography, townscape and landscape character.

Screening Opinion

The Greater Manchester Ecology Unit considered the scope of the Haughton Green SPD in January 2016 and provided the following opinion in relation to Habitat Regulations Screening.

“Given that:

- *The SPD is location specific around Meadow Lane,*
- *That Meadow Lane is more than 8km from the Rochdale Canal SAC and more than 10km from the boundary of the South Pennine Moors SAC, and*
- *The implementation of the SPD is unlikely to influence developments that will be subject to EIA,*

*It is concluded that the probability of the implementation of the SPD requirements causing harm to the special interest of European sites is negligible, and therefore the SPD can be **screened out** of the need for further Assessment under the term of the EU Habitats Regulations.”*

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“Haughton Green”

A Supplementary Planning Document

Consultation Statement

This statement has been prepared in order to comply with the requirements of the Planning and Compulsory Purchase Act 2004, for the adoption of Supplementary Planning Documents by Local Planning Authorities

Published by

Tameside Metropolitan Borough Council
Planning Policy

11 September 2017



Version:	Status:	Prepared by:	Checked By:	Approved By:	Issued To
1.0	Final	GH	PT	PT	SLT

1.0 Introduction

1.1 Under the Planning and Compulsory Purchase Act 2004 and Town and Country Planning (Local Planning) (England) Regulations 2012, it is a requirement to prepare and publish a Consultation Statement for a range of planning policy documents, including Supplementary Planning Documents (SPD's). This document has been prepared to comply with the requirements of Regulation 12 of the Town and Country Planning (Local Planning) (England) Regulations 2012. Regulation 12(a) requires that before a local planning authority adopt a Supplementary Planning Document (SPD), it must prepare a consultation statement setting out:

- a) The persons the local planning authority consulted when preparing the SPD
- b) A summary of the main issues raised by those persons, and
- c) How those issues have been addressed in the SPD

2.0 Statement of Community Involvement

2.1 In addition, Tameside Council adopted its Statement of Community Involvement (SCI) on 31 August 2016. The SCI sets out how the public will be consulted on new planning policy and planning applications, where this statement details how these requirements have been met.

3.0 Background

3.1 The Supplementary Planning Document has been prepared for a distinct area of Haughton Green and aims to enhance a number of relevant policies within the Tameside Unitary Development Plan particularly in relation to local character.

3.2 Haughton Green had previously been identified as an area of distinctive character, which local residents and Councillors were keen to see recognised. As such a number of steps were undertaken to identify how future development could be influenced to positively contribute to the character of the area. The SPD will be an important material consideration in the determination of planning applications for this area of the borough.

4.0 Consultation undertaken drafting the SPD

4.1 To inform the draft SPD a community workshop was undertaken by planning consultants IBI Group in conjunction with council officers on 4 March 2015 which engaged a number of local residents and Ward Councillors. This generated an understanding of local interest in the areas distinctive character, issues and threats.

4.2 The range of planning tools and interventions that exist were presented at the above workshop and it was considered that although the area has distinctive and definable characteristics it was unlikely to be appropriate to designate as a formal Conservation Area. The site of the former Old Rectory Hotel was also discussed and identified as being vulnerable to inappropriate development and change. As a result it

was agreed that an SPD would be the most appropriate planning tool to progress in addressing concerns.

- 4.3 Prior to producing the SPD a Sustainability Appraisal Scoping Report was produced, highlighting the Councils intentions and described the scope of the Sustainability Appraisal to be carried out for the SPD. This report was circulated to statutory consultees during February and March 2016 for a five week period. A list of consultees and a summary of comments received is detail at Appendix 1.
- 4.4 In seeking to develop the SPD a scoping consultation letter (Appendix 2) was issued to a number of specific consultation bodies (Appendix 3) detailing the Councils intentions to provide further planning guidance for the area of Haughton Green. The letter broadly outlined that Policy C1 of Tameside's Unitary Development Plan (UDP) which concerns distinctive areas of townscape and urban form would act as the primary policy upon which the SPD would be based.
- 4.5 The Council invited comments during February and March 2016 as part of this initial scoping consultation which would assist in informing the SPD. Comments were received from the Environment Agency and Historic England confirming at this stage they did not wish to make comment, from Network Rail requesting sight of the document once adopted and from Oldham Council commending the positivity of providing further planning guidance in promoting high standards of design and ensuring new development respects existing built fabric and landscape character.
- 4.6 An accompanied site visit walk-around was undertaken with community stakeholders on 16 February 2016 and of the former Old Rectory site, the principle redevelopment opportunity in the area, accompanied by the land owner's agent on 26 February 2016 to understand key concerns and opportunities.
- 4.7 Following on from this a wider community workshop event took place at St Marys Church Lounge, Meadow Lane on 16 March 2016 attended by 14 local residents and 3 Councillors for the Denton South Ward. Issues and opportunities of both the Haughton Green area and the site of the former Old Rectory were identified. Issues focused on existing congestion and parking problems especially on Meadow Lane; local level changes on and surrounding the Old Rectory site and issues of overlooking; and concerns of future development scale and density which have been incorporated in the SPD.
- 4.8 As a brief summary the workshop identified the opportunities as follows: the enhancement of wildlife and retention of trees; continuing the character of Meadow Lane; improving the setting of listed buildings; encouraging sensitive development with design cues taken from and respect of the local character and vernacular. The identified opportunities aided by informing policy areas to be addressed within the Draft SPD.

5.0 Officer and Member Consultation

- 5.1 Prior to the public consultation stage internal consultation was undertaken with Council Officers and specific Elected Members of the Council (Appendix 4) to ensure a robust and accurate draft document had been prepared.
- 5.2 Officers were consulted on the first draft document from 1 November until 22 November 2016 for a period of 3 weeks, following which comments were considered and amendments made to the SPD where appropriate.
- 5.3 Following consultation with Officers, consultation was carried out with the Deputy Executive Leader, Councillor John Taylor (who has responsibility for Planning matters) and then Local Ward Councillors for Haughton Green. This presented Members with the opportunity to feed into the production of the final draft SPD.
- 5.4 The draft Supplementary Planning Document was finalised during February taking full account of the consultation responses from Officers and Members of the Council.

6.0 Consultation on the Draft SPD

- 6.1 The draft SPD and its supporting material were the subject of a 6 week formal public consultation from Monday 27 March 2017 to Monday 8 May 2017. During this time the SPD together with its accompanying documents were made available via the Councils' website, with reference copies also available at the Customer Service Centre, Planning Departments Principal Office and Council Libraries during normal opening hours.
- 6.2 Consultees on the Draft SPD included local politicians, statutory bodies and other interested parties including attendees of previous workshop events who requested to be notified and those held on the Local Plan Consultation database. Emails or letters (Appendix 5) were sent to individuals and organisations informing them of the consultation. In addition a press release was issued (Appendix 7) and a notice was placed in the press (Appendix 6).
- 6.3 Consultees were invited to provide in writing either via post or email, comments to the Planning Department prior to the end of the consultation period.

7.0 Summary of representations received

- 7.1 The Council received 19 responses within the consultation period, 2 were received late (references 20 and 21 within the schedule). Due to the points raised all of the consultation responses have been considered.
- 7.2 On completion of the consultation period, all the responses were gathered, read and assessed and a precis of the main points produced. Responses to comments received during the consultation are detailed in Appendix 8, together with any revisions made to the Supplementary Planning Document as a result.
- 7.3 The majority of responses (67%) were received from residents, where just under half these highlighted the positive nature of the document and commended the

recognition which the SPD provides of local character and heritage assets. The vast majority of residents (93%) however highlighted concerns with the identified potential to create a secondary access to/from the Old Rectory site in draft policy HAU13 and as shown on figure 1.14.

- 7.4 7 statutory bodies and national organisations commented on the draft SPD. 4 stated they had no comment to make. The remaining 3 included Natural England, the Coal Authority and National Grid. Natural England made suggestions in relation to green infrastructure, landscape and biodiversity while the Coal Authority and National Grid highlighted infrastructure considerations associated with the site of the Old Rectory.

Appendix 1 – Sustainability Appraisal Scoping Consultation

The following organisations were consulted directly on the Sustainability Appraisal Scoping Report which was also placed on the Councils website:

Natural England
Environment Agency
Historic England
Oldham Council
High Peak Borough Council
Stockport Metropolitan Borough Council
Manchester City Council

Natural England and the Environment agency confirmed they wished to make no comment.

Historic England suggested a screening opinion should have been and consulted on prior to the issuing of the SA scoping report and that the contents of the scoping report should be updated to reflect changes in policy and baseline information which have occurred between the Council consulting on its Core Strategy Preferred Option DPD Sustainability appraisal and updates be reflected in the SA objectives.

Appendix 2 – Draft SPD Scoping consultation letter

PLACE DIRECTORATE

Damien Bourke
Assistant Executive Director
Development, Growth and Investment

Council Offices
Clarence Arcade
Stamford Street
Ashton-under-Lyne
OL6 7PT

www.tameside.gov.uk
e-mail : planpolicy@tameside.gov.uk

Direct Line **0161 342 3346**

Date 17 February 2016

Dear Sir / Madam

Draft Haughton Green Supplementary Planning Document Scoping Consultation

We are writing to you as you have previously commented on, or expressed interest in, one of Tameside's planning documents.

The Council currently provides planning guidance for the area of Haughton Green based on policies contained within its Unitary Development Plan (UDP) and from a range of other Supplementary Planning Documents (SPD). The Council however has recognised the need to provide further character and design based guidance to potential applicants preparing proposals in the specific area of Haughton Green.

Policy C1 of Tameside's UDP provides the main policy supporting the SPD which concerns distinctive areas of townscape and urban form and outlines that urban design frameworks and further guidance will be produced for particular areas and corridors in the borough setting out fundamental principles which should be followed and from which detailed design may be interpreted.

The Council is currently inviting comments as part of this initial scoping consultation on its intention to introduce a Haughton Green SPD where we would welcome any comments which will assist us in informing the SPD.

The council's preferred communication method is via email and therefore if you have received this letter by post, we would be grateful if you could provide an email address for all future correspondence to assist us in minimising our use of paper.

All comments should be received by the Council by no later than 25 March 2016.

Comments may be submitted in writing by any of the following means:

By email to: planpolicy@tameside.gov.uk

By post to: Strategic Planning, Clarence Arcade, Stamford Street, Ashton-under-Lyne,
Tameside MBC, OL6 7PT

Subject to the nature of comments received, we intend to prepare a draft version of the SPD which would be subject to formal consultation later this year.

If you have any queries regarding the proposed Draft Haughton Green SPD please contact the spatial planning team on 0161 342 4460 or via planpolicy@tameside.gov.uk

Yours Sincerely

Paul Moore
Head of Planning

Appendix 3 – Draft SPD Scoping Consultation

Environment Agency
Historic England
Natural England
Oldham Council
Stockport Metropolitan Borough Council
Manchester City Council
High Peak Borough Council
Derbyshire County Council
Mossley Town Council
Greater Manchester Police Authority
Greater Manchester Police and Crime Commissioner
Highways England
Homes and Communities Agency
Network Rail
Peak District National Park Authority
Coal Authority
Tintwistle Parish Council
Tameside and Glossop Clinical Commissioning Group
Marine Management Organisation
Charlesworth Parish Council
Chisworth Parish Council
Saddleworth Parish Council
Relevant electricity and gas companies
Relevant water and sewerage undertakers
Relevant telecommunications companies

Appendix 4 – Officer and Haughton Green Member Consultation

The draft Supplementary Planning Document was circulated internally (via email) for comments between 1 November 2016 and 22 November 2016 for a period of 3 weeks to the following departments within the Council:

Development Control
Highways and Engineers
Planning Policy
Operations and Greenspace
Legal Services
Assistant Executive Director, Development, Growth and Investment

Comments were received from the Operations and Greenspace team and the Planning Policy team, elements of which have been taken on board and amendments made to the draft SPD.

Deputy Executive Leader

The views of the Deputy Executive Leader, Councillor John Taylor were sought prior to issuing the SPD to the Denton South Ward Councillors.

Haughton Green Member Consultation

The draft Supplementary Planning Document was circulated to the Elected Members for the area of Haughton Green (Denton South Ward) for comment between 16 December 2016 and 20 January 2017. The following Councillors were consulted:

Councillor Mike Fowler
Councillor George Newton
Councillor Claire Reid

Appendix 5 – Draft SPD Consultation Letter

PLACE DIRECTORATE

Damien Bourke
Assistant Executive Director
Development, Growth and Investment

Council Offices
Clarence Arcade
Stamford Street
Ashton-under-Lyne
OL6 7PT

www.tameside.gov.uk
e-mail : planpolicy@tameside.gov.uk

Doc Ref	DHGC.Letter
Direct Line	0161 342 3346
Date	27 March 2017

Dear Sir / Madam

Draft Haughton Green Supplementary Planning Document

Notice is given that Tameside Council has prepared a Draft Supplementary Planning Document (SPD) for a specific area of Haughton Green and that this along with its supporting material are published for public consultation.

The role of the Draft SPD is to highlight the importance of adopting a character based, design led approach to development proposals, ensuring they respect and enhance the character of the area within the Draft SPD boundary and so help to sustain an attractive and vibrant community.

The Draft SPD contains a number of policies which will assist both developers and residents alike when designing schemes and it will help the Council to make consistent decisions when assessing planning applications. Allied with these policies focused on future development, the SPD highlights specific projects which could aid in further enhancing the areas character.

Comments on the Draft SPD and its supporting material should be made during the **6 week** consultation period running from **Monday 27 March 2017** to **Monday 8 May 2017**.

Documents are available to view on the Councils website throughout the consultation period:

www.tameside.gov.uk/haughtongreenspd

In addition, reference copies of the Draft SPD and its supporting material are also available at Council Libraries, its Customer Service Centre and the Planning Departments Principal Office during normal opening hours:

Customer Services & Planning Departments Principal Office
Clarence Arcade, Stamford Street, Ashton-under-Lyne, OL6 7PT

Tameside Central Library | Old Street, Ashton-under-Lyne, OL6 7SG
Denton Library | Town Hall, Market Street, Denton, M34 2AP
Droylsden Library | Manchester Road, Droylsden, M43 6EP
Dukinfield Library | Concord Way, Dukinfield, SK16 4DB
Hattersley Library | The Hub, Stockport Road, Hattersley, SK14 6NT
Hyde Library | Town Hall, Greenfield Street, Hyde, SK14 1AL
Mossley Library | George Lawton Hall, Stamford Street, Mossley, OL5 0HR
Stalybridge Library | Trinity Street, Stalybridge, SK15 2BN
Ryecroft Hall | Book Access Point, Manchester Road, Audenshaw, M34 5GJ

Details of opening times can be obtained:

On the council's website: <http://www.tameside.gov.uk/libraries/openingtimes>

On the council's website: <http://www.tameside.gov.uk/customerservices>

By telephoning the Customer Service Centre: 0161 342 8355

Comments should be made in writing, include the name and address of the respondent and be returned by either e-mail or by post to:

By email: planpolicy@tameside.gov.uk

Or by post: Planning Policy, Tameside MBC, Clarence Arcade, Stamford Street, Ashton-under-Lyne, OL6 7PT

Please note that all comments will be held by the Council and will be available to view publicly. Comments cannot be treated as confidential. Your personal information such as your postal and e-mail address will not be published, but your name and organisation (if relevant) will.

Tameside Council maintains a database of consultees who wish to be kept informed about the Local Plan. In responding to this consultation your contact details will automatically be added to the consultation database (if not already held). If you do not want to be contacted about future Local Plan consultations please state this in your response.

Should you wish to discuss any issues or require any further information please do not hesitate to contact the Planning Policy Team:

by phone on: 0161 342 3346

or by email: planpolicy@tameside.gov.uk

Yours sincerely



Paul Moore BA (Hons) Dip URP MRTPI
Head of Planning

TAMWORTH METROPOLITAN BOROUGH (CHAIN BAR LANE, MOTTRAM - IN LONGGONDALE) (TEMPORARY PROHIBITION OF TRAFFIC) ORDER 2017 TAMWORTH METROPOLITAN BOROUGH

TEMPORARY PROHIBITION OF RIGHT TURNING TRAFFIC ORDER 2017

Tamworth Metropolitan Council, intend, not less than seven days from the date of this notice, to make an order under 114(1) of the Road Traffic Regulation Act 1984 to enable works to be executed on or near the highway Order (1) will temporarily prohibit vehicular traffic from proceeding along Chain Bar Lane at its junction with Dogger Ave. The alternative route will be via Chain Bar Lane and Ashford Lane.

Order (1) & (2) will become operative on 3 April 2017. Order (1) will continue in force until the gas main renewal works have been completed expected to last 6 weeks. Order (2) will be in force for 2 weeks until new high voltage electric cables are laid. Date 23 March 2017

I, Susan, Assistant Executive Director, Ashton Market Hall, Market Street, Ashton under Lyne, OL8 7JU

TAMWORTH METROPOLITAN BOROUGH (SOUTH SERVICE ROAD REAR OF GROVENOR STREET, STALYBRIDGE) (TEMPORARY PROHIBITION OF TRAFFIC, REVOCATION OF WAITING RESTRICTIONS & TEMPORARY PROHIBITION OF WAITING) ORDER 2017

Tamworth Metropolitan Borough Council have made an Order 114(1) of the Road Traffic Regulation Act 1984 to enable works to be executed on or near the road. The Order will temporarily prohibit vehicular traffic from proceeding along South Service Road rear of Grovenor St, Stalybridge for its entire length (private access will be maintained). There will be no alternative route.

The Order TAMWORTH METROPOLITAN BOROUGH (STALYBRIDGE TOWN CENTRE) (PROHIBITION AND RESTRICTION OF WAITING AND LOADING) ORDER 2017 shall have the effect as though Schedule 1 - South Service Road rear of Grovenor St (south side) is temporarily suspended and is replaced with 'no waiting at any time' restrictions. The Order will become operative on 27 March 2017.

Date 23 March 2017

I, Susan, Assistant Executive Director, Ashton Market Hall, Market Street, Ashton under Lyne, OL8 7JU

SECTION 123 (2A) OF THE LOCAL GOVERNMENT ACT 1972

TAMWORTH METROPOLITAN BOROUGH (PROPOSED DISPOSAL OF OPEN SPACE

Notice is given that the Council intends to dispose of an area of 3,261 Square Metres of open space land at the site of land at Burmington, Ashton-under-Lyne.

Any objection relating to the proposed disposal must be sent or delivered in writing addressed to the Assistant Executive Director Development, Clarence Arcade, Standard Street, Ashton-under-Lyne, OL8 7PT not later than 7th April 2017. Objections may be made to the Council at 0161 342 8355 or emailed to tamw@tamw.gov.uk

Danien Soukai Cited 23/03/17 Assistant Executive Director

NOTICE OF PUBLIC PATH ORDER AND COUNTRY PLANNING ACT 1990, SECTION 257 AND PARAGRAPH 1 OF SCHEDULE 14 TAMWORTH METROPOLITAN BOROUGH COUNCIL

TAMWORTH METROPOLITAN BOROUGH FOOTPATHS (A) WHITE CONCRETE ORDER 2017

The above order was made on 18 March 2017. The effect of the order will be to divert the public footpath starting from point A (SU 8770 9540) for a distance of 22 metres in a west-south-westerly direction to point B (SU 8773 9525) as shown by a bold continuous line on the order map and create an alternative footpath from point A (SU 8770 9540) in a generally west-south-westerly direction for a distance of 23 metres to point B (SU 8773 9525) as shown by a bold broken line on the order map.

A copy of the order and the order map have been placed and may be seen free of charge at Clarence Arcade, Standard Street, Ashton-under-Lyne, OL8 7PT from 9 a.m. to 4 p.m. on Monday to Friday. Copies of the order and map may be bought there at the price of £1.00.

Any representations about or objections to the order may be sent in writing to the Borough Solicitor, Dukinfield Town Hall, King Street, Dukinfield, SK16 4LA not later than 27 April 2017. Please state the grounds on which they are made.

If no such representations or objections are duly made, or if any so made are withdrawn, Tamworth Metropolitan Borough Council may confirm the order as unopposed order. If the order is sent to the Secretary of State for Environment, Food and Rural Affairs for confirmation any representations or objections which have not been withdrawn will be sent with the note.

Persons wishing to make representations or objections are advised that in the order making process, representations or objections may become public information and therefore the personal and addresses of those persons making representations or objections would also be made public available.

Should you have any general enquiries please contact Kate Day, Assistant Borough Solicitor by telephone on 0161 342 7343 or email on: kate.day@tamw.gov.uk

Dated 17 March 2017

TAMWORTH METROPOLITAN BOROUGH COUNCIL

TAMWORTH METROPOLITAN BOROUGH (ENGLAND) ORDER 2016

NOTICE OF APPLICATIONS FOR PLANNING PERMISSION

Notice is given that the applications below have been submitted to the Council:

Applicant: Ltd UK Civils

Location: LDK, Oldham Road Ashton-under-Lyne

Proposed development: Amend conditions 1 (tree preservation) and 2 (set back of approved plot) of planning permission no. 16/0175/PFUL - Extension to footpaths, external alterations and two new vehicular access points and associated works

Reason for Advertisement: Affect on the character or appearance of a Conservation Area Ashton Town Centre

Reference: 17/022/PUL

Members of the public may inspect the application, plans and other documents submitted with it on-line at: <http://tamw.gov.uk/planning/220app.asp>. They may also be inspected during all reasonable hours at the Council Office or at any local council service centres.

Anyone who wishes to make representations about this application should write to the Council at Council Offices, Standard Street, Clarence Arcade, Ashton-under-Lyne, OL8 7PT, or email to Planning@tamw.gov.uk quoting reference 17/03/APP/2017

On behalf of Tamworth MBC

Date: 23rd March 2017

TAMWORTH METROPOLITAN BOROUGH COUNCIL

DRAFT HAUGHTON GREEN SUPPLEMENTARY PLANNING DOCUMENT NOTICE OF CONSULTATION

Notice is given that Tamworth Council has prepared a Draft Supplementary Planning Document (SPD) for Haughton Green and that this along with its supporting material are published for public consultation.

The aim of the SPD is to help guide future development within Haughton Green. The SPD highlights the importance of protecting a character based design led approach to development proposals, ensuring they respect and enhance the character of the local area and so help to sustain an attractive and vibrant community.

The SPD contains a number of policies which will assist both developers and residents alike when designing schemes and it will help the Council make considered decisions when assessing planning applications. Aligned with these policies focused on future development, the SPD highlights specific projects which would act to further enhance the green character.

Comments on the Draft SPD and its supporting material should be made during the 6 week consultation period running from Monday 27 March 2017 to Monday 5 May 2017.

Documents are available to view on the Council website throughout the consultation period: www.tamw.gov.uk/haughtongreen/

In addition, reference copies of the Draft SPD and its supporting material are also available at Council Libraries, its Customer Service Centres and the Planning Departments Principal Office during normal opening hours:

Customer Services & Planning Departments Principal Office
Clarence Arcade, Standard Street, Ashton-under-Lyne, OL8 7PT

Tamworth Central Library | Old Street, Ashton-under-Lyne, OL8 7SU
Dunelm Library | Town Hall, Market Street, Clifton, SK16 2JF
Droyden Library | Manchester Road, Droyden, M43 9EP
Dukinfield Library | Concord Way, Dukinfield, SK16 4DZ
Hattersley Library | The Hub, Stockport Road, Hattersley, SK14 9NT
Hyde Library | Town Hall, Greenfield Street, Hyde, SK14 1AL
Mossley Library | George Lenton Hall, Standard Street, Mossley, OL8 9NR
Stalybridge Library | Trinity Street, Stalybridge, SK15 2BN
Sprockell Hill Book Arcade | High Street, Manchester Road, Audens, M34 5SU

Details of opening times can be obtained:

On the Council's website: <http://www.tamw.gov.uk/about-us/opening-times>

On the Council's website: <http://www.tamw.gov.uk/about-us/opening-times>

By telephoning the Customer Services Centre: 0161 342 8355

Comments should be made in writing, indicate the name and address of the respondent and be returned by either e-mail or by post to:

By email: planning@tamw.gov.uk

Or by post: Planning Policy, Tamworth MBC, Clarence Arcade, Standard Street, Ashton-under-Lyne, OL8 7PT

Please note that all comments will be held by the Council and will be available to view publicly. Comments cannot be treated as confidential. Your personal information such as your postal and e-mail address will not be published, but your name and organisation (if relevant) will.

Tamworth Council maintains a database of consultees who wish to be kept informed about the Local Plan. In responding to this consultation your contact details will automatically be added to the consultation database (if not already held). If you do not want to be contacted about future Local Plan consultations please state this in your response.

Should you wish to discuss any issues or require any further information please do not hesitate to contact the Planning Policy team:

By phone on: 0161 342 8349 or by email: planning@tamw.gov.uk

Paul Moore BA (Hons) Dip URP MPTP
Head of Planning
On behalf of Tamworth MBC
Date: Monday 27 March 2017

Tamworth Metropolitan Borough Council
Local Government Finance Act 1992
Council Tax 2017/2018

NOTICE IS HEREBY GIVEN that the Tamworth Metropolitan Borough Council on 28 February 2017, in accordance with the provisions of the Local Government Finance Act 1992, set for the financial year commencing 1 April 2017, the following amounts in respect of the Council Tax for the area:

	A	B	C	D	E	F	G	H
Weekly Parish Council	1991.24	1227.08	1462.26	1977.41	1988.10	2278.79	2888.58	3198.28
Rate of Tamworth	1045.29	1219.68	1368.91	1888.24	1916.49	2284.28	2913.40	3179.88

Steven Pleasant, Chief Executive
Tamworth MBC, Council Offices, Dukinfield Town Hall,
King Street, Dukinfield, SK16 4LA

PUBLICS

**Town Police Clauses Act 1847
Local Government (Miscellaneous Provisions) Act, 1976
Licensing of Hackney Carriage and Private Hire Vehicles**

VARIATION OF FEES

NOTICE is hereby given that pursuant to Section 70(3)(a) of the Local Government (Miscellaneous Provisions) Act, 1976 the High Peak Borough Council has resolved to vary the fees for Hackney Carriages, and for the operation of Private Hire Vehicles as specified in Section 70(2)(b) (i) and (c) of the said Act-

	Proposed Fee
Hackney Carriage Vehicle	(1yr) £180.00
Private Hire Vehicle	(1yr) £160.00
Change of Hackney Carriage/Private Hire Vehicle	£50.00
Private Hire Operators Licence	(1yr) £105.00
Private Hire Operators Licence	(5yr) £315.00

Within a period of 28 days from the first appearance of this Notice any objections shall be submitted, in writing, stating the reasons for such objections to the undersigned, the last date for such objections being 19th April 2017. If no objections are received or are received but withdrawn, such variations shall come into effect on 19th April 2017.

The following fees, which are not subject to the above provisions, will be implemented with effect from 1st April 2017.

	Proposed Fee
Hackney Carriage/Private Hire Vehicle Driver's Licence	(1yr) £75.00
Hackney Carriage/Private Hire Vehicle Driver's Licence	(3yr) £150.00
Replacement Plate/Badge/Decal	£10.00 each
Re-writing Knowledge Test	£20.00
Disclosure & Barring Service Admin Charge	£17.00
DVA Admin Charge	£7.00

Pursuant to Section 70(3)(b) of the said Act a copy of this Notice will be available for public inspection for a period of 28 days at the under mentioned address at all reasonable hours and without payment.

S. W. Baker,
Chief Executive,
Town Hall,
Market Place,
Buxton, Derbyshire, SK17 6EL.
Dated 15th March 2017

**DERBYSHIRE COUNTY COUNCIL
TEMPORARY ROAD CLOSURE**

86105 GLOSSOP
WHEN: 10 April 2017 to 20 April 2017
WHERE: Close the 86105 Un-Named Section, Glossop from its junction with Cemetery Road to its junction with the A628.
REASON: To facilitate drainage works.
ALTERNATIVE ROUTE: 86105 (from point of closure) - A57 - A628 and Via Vines.
Access will be maintained, whenever reasonably possible, on the affected length of road. The road will re-open as soon as the work is finished. This may be earlier than advertised.
Derbyshire County Council apologises for any inconvenience caused while work takes place. Anyone needing further information should ring Call Derbyshire 01629 533190.
The County Council intends to make an Order under Section 14 of the Road Traffic Regulation Act 1984 (as amended) to prohibit its use by traffic.
Mike Ashworth, Strategic Director - Economy, Transport and Communities, County Hall, MATLOCK DE1 3AG

**PLANNING NOTICE
HIGH PEAK BOROUGH COUNCIL**

has received the following planning application for PLANNING (LISTED BUILDINGS & CONSERVATION AREAS) ACT 1990 - DEVELOPMENT AFFECTING A CONSERVATION AREA LISTED BUILDING

Application Number: HPK/2017/0090
Applicant: Mr Philip Crawshaw
Proposal: Demolition of existing conservatory at the rear of the house and erection of new single storey extension in its place.
Location: 23 Back Lane, Charleworth
Location of file for inspection: Glossop
Anyone wishing to comment on application HPK/2017/0090 should use the on-line comments form, or write to the Head of Development Services, Municipal Buildings, Glossop, SK13 8AF (tel. 0645 129 7777) by 13-April-2017
These planning applications may be inspected on the High Peak Borough Council website (www.highpeak.gov.uk) or at the location shown. Opening times are:
Buxton, Buxton Town Hall - Mon-Fri 9am - 4.00pm
New Mills, Town Hall - Mon - Fri 9am 1pm
Chapel-en-le-Frith, Town Hall & Whaley Bridge, Mechanics Institute - Mon-Fri 9am -12 noon
Glossop, Municipal Buildings - Mon-Fri 9.00am - 4.00pm



Trans-Pennine Upgrade Programme
Your input means a lot to us

Our Trans-Pennine Upgrade Programme is part of a £15 billion government investment in motorways and A roads as part of its 2014 Road Investment Strategy.

The programme will improve journey times, tackle congestion, reconnect communities divided by busy roads and reduce incidents between Manchester and Sheffield.

We've launched the public consultation on the upgrade and its shortlisted options. We'd like to hear your views as well as views from local businesses and those who may have specialist knowledge that may help us to improve the options.

The information will help us refine the proposals further and choose which options to take forward to the next stage of design.

Consultation events

Wednesday 22 March 12:00-18:00
Tamworth Welfare Hall, Piley Lane, Tamworth, B77 3AP

Friday 24 March 14:00-20:00
Bradbury Community Home, Market Street, Glossop, SK13 8AP

Saturday 25 March 11:00-19:00
Tesco Hattersley, Stockport Rd, Hattersley

Saturday 1 April 10:00-16:00
St Marys Church, Market Street, Hollingworth, SK14 4NE

The consultation runs for four weeks, started on Monday 13 March and closes Monday 10 April 2017.

To find out more about the programme, come visit us at one of our consultation events (details opposite).

- Visit our website at www.highways.gov.uk/trans-pennine-upgrade/ or pick up a consultation brochure at the following places:
- Hattersley Hub
 - Woods Ironmongers, Mottram
 - Gamesley Community and Sports Centre
 - Broadbottom Community Centre
 - Magdalen Centre, Broadbottom
 - Bank View Café, Langsett
 - Penstone Library
 - Stocksbridge Library
 - Barnsley Central Library
 - Glossop Leisure Centre

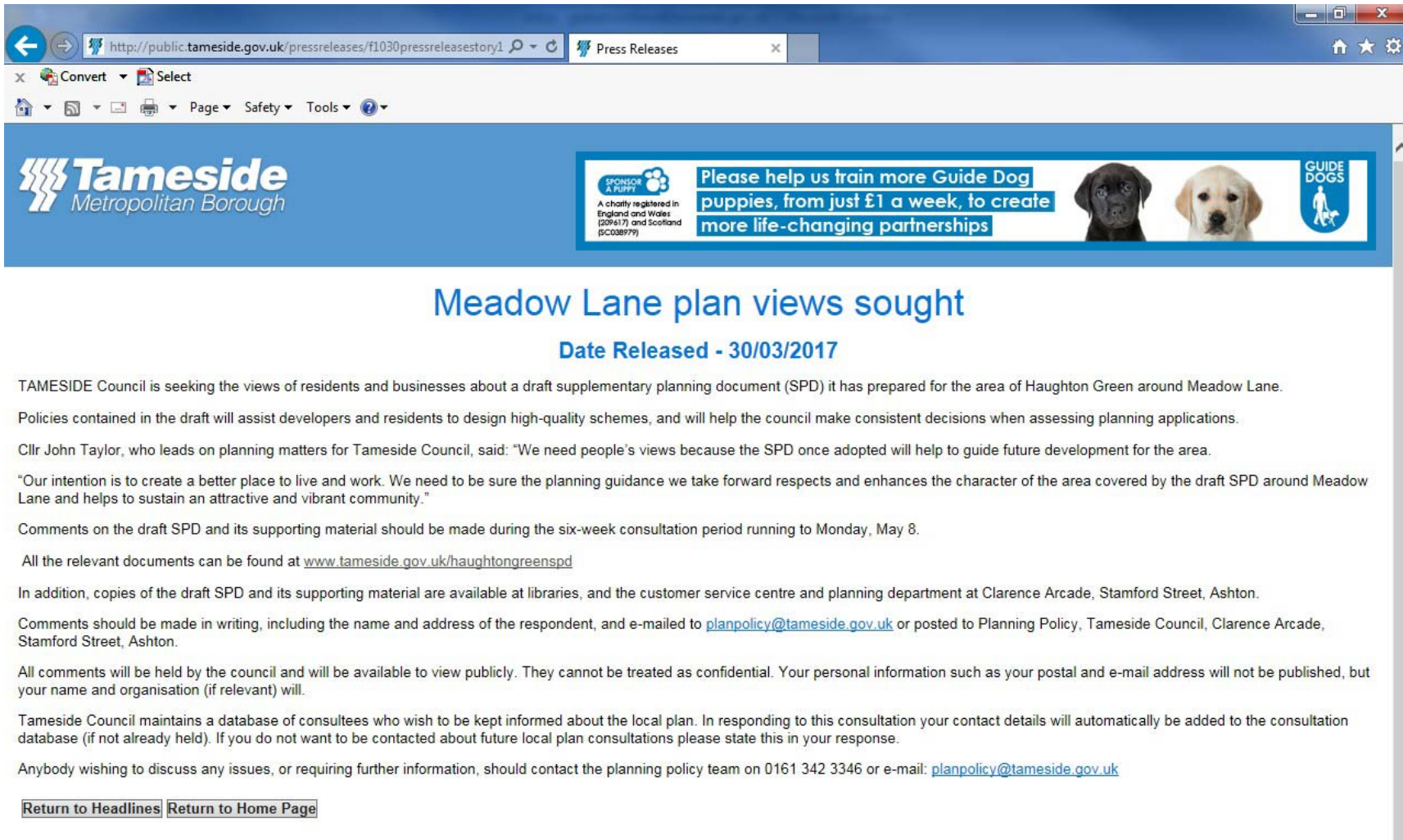
GOODS VEHICLE OPERATORS LICENCE

Jake Robinson Property Services Ltd of 28 Furlival Street, Raddish, Stockport, SK5 6LW is applying for a licence to use Unit 76, Adamson Industrial Estate, Reglan Street, Hyde, SK14 2DX as an operating centre for 4 goods vehicles and 0 trailers.

Owners or occupiers of land (including buildings) near the operating centre who believe that their use or enjoyment of that land would be affected, should make written representations to the Traffic Commissioner at Hillcrest House, 386 Harehills Lane, Leeds, LS9 9NF stating their reasons, within 21 days of this notice. Representations must at the same time send a copy of their representations to the applicant at the address given at the top of this notice. A Guide to Making Representations is available from the Traffic Commissioner's Office.

Appendix 7 – Press Release

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Tameside
Metropolitan Borough

SPONSOR A PUPPY
A charity registered in England and Wales (209417) and Scotland (SC038779)

Please help us train more Guide Dog puppies, from just £1 a week, to create more life-changing partnerships

GUIDE DOGS

Meadow Lane plan views sought

Date Released - 30/03/2017

TAMESIDE Council is seeking the views of residents and businesses about a draft supplementary planning document (SPD) it has prepared for the area of Haughton Green around Meadow Lane. Policies contained in the draft will assist developers and residents to design high-quality schemes, and will help the council make consistent decisions when assessing planning applications.

Cllr John Taylor, who leads on planning matters for Tameside Council, said: "We need people's views because the SPD once adopted will help to guide future development for the area.

"Our intention is to create a better place to live and work. We need to be sure the planning guidance we take forward respects and enhances the character of the area covered by the draft SPD around Meadow Lane and helps to sustain an attractive and vibrant community."

Comments on the draft SPD and its supporting material should be made during the six-week consultation period running to Monday, May 8.

All the relevant documents can be found at www.tameside.gov.uk/haughtongreenspd

In addition, copies of the draft SPD and its supporting material are available at libraries, and the customer service centre and planning department at Clarence Arcade, Stamford Street, Ashton.

Comments should be made in writing, including the name and address of the respondent, and e-mailed to planpolicy@tameside.gov.uk or posted to Planning Policy, Tameside Council, Clarence Arcade, Stamford Street, Ashton.

All comments will be held by the council and will be available to view publicly. They cannot be treated as confidential. Your personal information such as your postal and e-mail address will not be published, but your name and organisation (if relevant) will.

Tameside Council maintains a database of consultees who wish to be kept informed about the local plan. In responding to this consultation your contact details will automatically be added to the consultation database (if not already held). If you do not want to be contacted about future local plan consultations please state this in your response.

Anybody wishing to discuss any issues, or requiring further information, should contact the planning policy team on 0161 342 3346 or e-mail: planpolicy@tameside.gov.uk

[Return to Headlines](#) [Return to Home Page](#)

Appendix 8 – Summary of Consultation comments on the Draft Haughton Green SPD

The following section summarises the main comments received during the consultation period, which is presented in tabular form for ease of understanding.

Additional text is shown in red, deleted text is shown in red strikethrough. Two comments were received after the consultation closed but are included in the below schedule as the Council considers they raise material points as responses 20 and 21.

Reference	Organisation (and agent where applicable)	Representation	Council response	Implications for the Draft SPD
1.	Health and Safety Executive A Chippendale	We have concluded that we have no representation to make on this occasion.	The Council acknowledges this comment and thanks the consultee for responding.	None
2.	Network Rail D Clarke	Network Rail has no comments.	The Council acknowledges this comment and thanks the consultee for responding.	None
3.	Historic England E Hrycan	We do not have any comments to make on this consultation.	The Council acknowledges this comment and thanks the consultee for responding.	None
4.	Canal and River Trust S Tucker	We have reviewed the contents of the document and the area covered, and have no comment to make upon the document.	The Council acknowledges this comment and thanks the consultee for responding.	None
5.	Resident S Larkin	I have read the proposed document and congratulate you on its consideration of preserving the existing character of this area. I feel you should be commended for what is for 99% a very forward thinking yet heritage friendly document.	The Council acknowledges this comment and thanks the consultee for responding.	None
		My strong objection would be to any new access to the Old Rectory site via Dale View. I am sure that further consideration would lead you to the conclusion of the obviously ill-advised nature of such a proposal.	<p>The Council agrees that careful consideration must be given to highway arrangements associated with the Old Rectory site.</p> <p>The council acknowledges the comment and agrees that Dale View is constrained in its access/egress onto meadow lane and also displays significant highway parking. As such text relating to a potential additional secondary access to/from the Old Rectory Site is proposed to be deleted, although it should be noted this does not prevent any applicant in seeking to make a case for acceptability in the future.</p>	<p>Policy HAU13 Additional secondary access may be considered appropriate, where it can be demonstrated in consultation with the Local Highway Authority this would be appropriate in the context of the existing highway network.</p> <p>Paragraph 3.67 A potential secondary access may be considered appropriate onto Dale View to assist in mitigating access issues on to Meadow Lane although the Local Highways Authority would have to be satisfied with regard to the acceptability of proposals.</p> <p>Figure 1.14 removal of potential secondary access option.</p>
6.	Natural England	While we welcome this opportunity to give our	The Council acknowledges this comment	Policy HAU12

	<p>A Rowe</p>	<p>views, the topic of this Supplementary Planning Document covers is unlikely to have major effects on the natural environment, but may nonetheless have some effects. We therefore do not wish to provide specific comments, but advise you consider the following issues:</p> <p>Green Infrastructure This SPD could consider making provision for Green Infrastructure within development. This should be inline with any GI strategy covering your area.</p> <p>Biodiversity Enhancement This SPD could consider incorporating features which are beneficial to wildlife within development, in line with paragraph 118 of the National Planning Policy Framework.</p> <p>Landscape Enhancement The SPD may provide opportunities to enhance the character and local distinctiveness of the surrounding natural and built environment; use natural resources more sustainably; and bring benefits for the local community, for example through green infrastructure provision and access to and contact with nature.</p> <p>Other design considerations The NPPF includes a number of other design principles which could be considered, including the impacts of lighting on landscape and biodiversity.</p>	<p>and thanks the consultee for responding. The Council considers that appropriate consideration is given to urban green infrastructure and landscape through policies HAU10, 11 and 12.</p> <p>The Council however recognises the opportunity for biodiversity enhancement and proposes to insert text that consideration should be given to the incorporation of features which are beneficial to biodiversity enhancement.</p>	<p>Developers should ensure that proposals maximise the potential for biodiversity improvements through the design or layout of schemes by including biodiversity features such nesting or roosting boxes. As a guide a minimum average of one built in nesting or roosting site per residential unit should be provided across a development site.</p> <p>Paragraph 3.58 Moreover the rural fringe location of Haughton Green supports a range of habitats and species reflected in particular through the extent of environmental designations which contribute positively toward the areas character.</p> <p>Policy HAU13 Trees, soft landscaping and biodiversity maximise the potential for biodiversity improvements through the design or layout of schemes by including biodiversity features such nesting or roosting boxes</p>
<p>7.</p>	<p>Resident S Cook</p>	<p>We are writing to raise very strong objections to the proposal to create an access road off Dale View into the site of the Old Rectory Hotel.</p> <p>Removing the cul-de-sac character of Dale View would very detrimental because:</p> <ul style="list-style-type: none"> • Of the narrowness of Dale View • Increase in vehicular traffic thus creating 	<p>The Council agrees that careful consideration must be given to highway arrangements associated with the Old Rectory site.</p> <p>The council acknowledges the comment and agrees that Dale View is constrained in its access/egress onto meadow lane and also displays significant highway</p>	<p>Policy HAU13 Additional secondary access may be considered appropriate, where it can be demonstrated in consultation with the Local Highway Authority this would be appropriate in the context of the existing highway network.</p> <p>Paragraph 3.67</p>

		<p>more fumes</p> <ul style="list-style-type: none"> • At the top left hand side of Dale View there is a new property very close to the road which is not shown on the plans • On this stretch of Dale View there is pavement to one side only. • It is a play area for many children • From early evening there are 15 or so cars parked on both sides of Dale View making access difficult • It would be detrimental to the environment having through traffic, making life for people in this area fearful of traffic, in addition to existing traffic using Meadow Lane. <p>We hope that these objections will be seriously noted.</p>	<p>parking. As such text relating to a potential additional secondary access to/from the Old Rectory Site is proposed to be deleted, although it should be noted this does not prevent any applicant in seeking to make a case for acceptability in the future.</p>	<p>A potential secondary access may be considered appropriate onto Dale View to assist in mitigating access issues on to Meadow Lane although the Local Highways Authority would have to be satisfied with regard to the acceptability of proposals.</p> <p>Figure 1.14 removal of potential secondary access option.</p>
8.	<p>Resident & Friends of Haughton Dale M Smethurst</p>	<p>I would like to submit my comments on the planning document.</p> <p>I attended all the workshops along with other residents in my role as Chair of the Friends of Haughton Dale Residents Group.</p> <p>I would like to thank you for listening to our views and having read the draft SPD, I am pleased that many of our concerns have been incorporated into this Document. I am pleased to see the heritage of Haughton Green and Haughton Dale recognised and I welcome the comments about the quiet Lane Status for Meadow Lane.</p> <p>In particular I am in agreement with sections HAU1 Land Use through to HAU12 Trees and Soft Landscaping inclusive.</p>	<p>The Council acknowledges this comment and thanks the consultee for responding.</p>	<p>None</p>
		<p>The one section I cannot fully agree with is HAU13, Old Rectory Site Development Principles and the passage:</p> <p>'Additional secondary access may be considered appropriate, where it can be demonstrated in</p>	<p>The Council agrees that careful consideration must be given to highway arrangements associated with the Old Rectory site.</p> <p>The council acknowledges the comment</p>	<p>Policy HAU13 Additional secondary access may be considered appropriate, where it can be demonstrated in consultation with the Local Highway Authority this would be appropriate in the context of the existing highway</p>

		<p>consultation with the Local Highway Authority this would be appropriate in the context of the existing highway network.'</p> <p>My concern is how can Meadow Lane be a quiet lane if there is a proposal to bring another access point onto the Old Rectory site through Dale View which at the moment is a cul-de-sac?</p> <p>Dale view is fully parked up at evenings and weekends as not all the houses have driveways and other residents park there as this section of Meadow lane is single track and has no footpath.</p> <p>With an opening to the site from Dale View it will leave it possible for service vehicles to access the site by driving down the single track section of Meadow Lane up the congested Dale View and when vehicles are returning the same way it is a blind junction with Meadow Lane.</p> <p>As it states in Policy HAU9 'no footpath means multiple users typically share the same road space. While these functions are important, the Lane can be potentially uninviting and intimidating to non-car users.</p> <p>It is also worth noting the refuse wagon for Dale View has to manoeuvre on Meadow Lane in order to reverse into Dale View, the entrance to Dale View is so constrained.</p> <p>This is the one proposal that is most worrying for residents and I have been contacted by several anxious neighbours concerned about this, please can this proposal be retracted rather than risk the rejection of what is in the main a very good and well thought out piece of work.</p>	<p>and agrees that Dale View is constrained in its access/egress onto meadow lane and also displays significant highway parking. As such text relating to a potential additional secondary access to/from the Old Rectory Site is proposed to be deleted, although it should be noted this does not prevent any applicant in seeking to make a case for acceptability in the future.</p>	<p>network.</p> <p>Paragraph 3.67 A potential secondary access may be considered appropriate onto Dale View to assist in mitigating access issues on to Meadow Lane although the Local Highways Authority would have to be satisfied with regard to the acceptability of proposals.</p> <p>Figure 1.14 removal of potential secondary access option.</p>
<p>9.</p>	<p>Resident L and K MacDonald</p>	<p>Having read through this document most of it seems to be beneficial to Haughton Green. However I am a resident of Dale View and I am concerned by HAU13 which discusses the site of</p>	<p>The Council agrees that careful consideration must be given to highway arrangements associated with the Old Rectory site.</p>	<p>Policy HAU13 Additional secondary access may be considered appropriate, where it can be demonstrated in consultation with the Local</p>

		<p>the Old Rectory particularly section 3.67 which proposes a secondary access road from Dale View to Meadow Lane.</p> <p>I object to this proposal as I live in one of the houses at the end which is the part nearest to the Old Rectory where the road will be accessed.</p> <p>On the plans within the document a new dwelling, 8a, is not shown and following the development the road has become more congested with parked cars and is narrower.</p> <p>I would be concerned through traffic could potentially damage my vehicle, parked on the road outside my house. There are also other parked cars in this section.</p> <p>In addition number 9 is empty, but once this is occupied this may result in more cars in this section of narrow road.</p> <p>Also one of the reasons we moved to Dale View was that it was a safe road where our children could play. Although they have now grown up, our neighbours have children and this section of Dale View has always been an area where they can play safely without fear of traffic hurtling through.</p> <p>As our greenspaces are gradually being taken away and the fear for child safety from other factors increases it gives people peace of mind that the children can play here where there are people about that care about them and can be aware of their safety.</p> <p>Another factor would be if this became a through road then parking on it may increase as people from other roads such as Meadow Lane may choose to park on Dale View as there is easier access for them. This will cause problems for the residents and also reduce access for emergency</p>	<p>The council acknowledges the comment and agrees that Dale View is constrained in its access/egress onto meadow lane and also displays significant highway parking. As such text relating to a potential additional secondary access to/from the Old Rectory Site is proposed to be deleted, although it should be noted this does not prevent any applicant in seeking to make a case for acceptability in the future.</p>	<p>Highway Authority this would be appropriate in the context of the existing highway network.</p> <p>Paragraph 3.67 A potential secondary access may be considered appropriate onto Dale View to assist in mitigating access issues on to Meadow Lane although the Local Highways Authority would have to be satisfied with regard to the acceptability of proposals.</p> <p>Figure 1.14 removal of potential secondary access option.</p>
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		<p>vehicles which is already an issue in this area.</p> <p>A through road will also increase pedestrian traffic and this could lead to an increase in theft from properties which is already affecting much of the village.</p>		
10.	Resident D Horseman	<p>I would like to confirm that I fully support the SPD proposed for Haughton Green and Haughton Dale. As a local resident I can see the proposals to be to the benefit of all.</p> <p>I congratulate the authors of the document for its comprehensive and detailed content.</p>	The Council acknowledges this comment and thanks the consultee for responding.	None
11.	Resident S Sanderson	<p>Please regard the following: HAU7 (3.34) given the number of households with multiple vehicles, on street parking is a rising issue everywhere.</p> <p>I await to see further in depth proposals of Policy HAU7 as the reasoned justification states the obvious and includes the flippant remark 'what can we fit where'. As the owner of any vehicle would prefer to have their property parked outside their own home.</p>	<p>The Council acknowledges this comment and thanks the consultee for responding.</p> <p>The Council agrees that careful consideration must be given to parking issues where it considers policy HAU7 deals positively with this matter in setting out a number of points which should be considered by developers in informing their proposals and parking solutions.</p>	None
		<p>Policy HAU13; on the presumption this will mean that Dale View would change from being a current Cul-de-sac to a through road, this will potentially increase the number of vehicles accessing Dale View, increasing the risk and likelihood of accidents and damage to parked vehicles.</p> <p>Dale View is a narrow street which has a number of families with small children who can play in relative safety on the street, as access is for residents who live here, people in vehicles are aware that children may be playing on the street, proposing a secondary access route will significantly reduce the safety levels for the children.</p>	<p>The Council agrees that careful consideration must be given to highway arrangements associated with the Old Rectory site.</p> <p>The council acknowledges the comment and agrees that Dale View is constrained in its access/egress onto meadow lane and also displays significant highway parking. As such text relating to a potential additional secondary access to/from the Old Rectory Site is proposed to be deleted, although it should be noted this does not prevent any applicant in seeking to make a case for acceptability in the future.</p>	<p>Policy HAU13 Additional secondary access may be considered appropriate, where it can be demonstrated in consultation with the Local Highway Authority this would be appropriate in the context of the existing highway network.</p> <p>Paragraph 3.67 A potential secondary access may be considered appropriate onto Dale View to assist in mitigating access issues on to Meadow Lane although the Local Highways Authority would have to be satisfied with regard to the acceptability of proposals.</p>

		<p>Where the secondary access point is proposed doesn't seem to take into account that house number 8a has been built since the original 2009 plans were proposed, this does have a bearing on the turning area which the proposed secondary access point leads to.</p> <p>I also fail to see how this would alleviate traffic issues from the Meadow Lane entrance, as Dale View is the next access point down Meadow Lane, which can be no more than 150 metres down from the original entrance point.</p>		<p>Figure 1.14 removal of potential secondary access option.</p>
12.	<p>Coal Authority M Lindsley</p>	<p>The Coal Authority notes that Policy HAU13 relates to the Old Rectory and the requirements in respect of development proposals which may forward for this site.</p> <p>It should be noted that parts of the Old Rectory Development fall within the defined Development High Risk Area and therefore any proposals which come forward for this site will be required to be supported by a Coal Mining Risk Assessment.</p>	<p>The Council acknowledges this comment, thanks the consultee for responding and proposes to insert text outlining the comments made by the Coal Authority within policy HAU 13 and at Appendix 3.</p>	<p>Policy HAU13 Land Use: parts of the site fall within the Coal Authority defined Development High Risk Area and therefore any proposals which come forward should be supported by a Coal Mining Risk Assessment.</p> <p>Appendix 3 Coal - It should be noted that parts of the Old Rectory Development fall within the defined Development High Risk Area and therefore any proposals which come forward for this site will be required to be supported by a Coal Mining Risk Assessment</p>
13.	<p>Resident G Burke</p>	<p>I strongly object to the proposal to create an access road off Dale View onto the site of the Old Rectory Hotel.</p> <p>The rectory entrance off Meadow Lane is wider than the lane to Dale View and I cannot see the reason to use Dale View as a Through Road</p> <p>Already Dale View has limited space as residents have to double park</p> <p>Danger for children at play</p> <p>Will restrict emergency services access</p>	<p>The Council agrees that careful consideration must be given to highway arrangements associated with the Old Rectory site.</p> <p>The council acknowledges the comment and agrees that Dale View is constrained in its access/egress onto meadow lane and also displays significant highway parking. As such text relating to a potential additional secondary access to/from the Old Rectory Site is proposed to be deleted, although it should be noted this does not prevent any applicant in</p>	<p>Policy HAU13 Additional secondary access may be considered appropriate, where it can be demonstrated in consultation with the Local Highway Authority this would be appropriate in the context of the existing highway network.</p> <p>Paragraph 3.67 A potential secondary access may be considered appropriate onto Dale View to assist in mitigating access issues on to Meadow Lane although the Local Highways Authority would have to be satisfied with</p>

		<p>Dale View is a cul-de-sac not a through road. All the years the rectory hotel traded, never did they have problems with the entrance or parking spaces.</p> <p>As meadow lane is a bridle path it will only accommodate one vehicle at a time so to access another through road would delay traffic further inviting a fatality.</p>	<p>seeking to make a case for acceptability in the future.</p>	<p>regard to the acceptability of proposals.</p> <p>Figure 1.14 removal of potential secondary access option.</p>
14.	<p>Resident Mrs and Mrs RD Corbett</p>	<p>My wife and I object to the proposal to create an access road off Dale View onto the site of the Old Rectory Hotel in the strongest terms as Dale View is a cul-de-sac not a through road.</p> <p>Children play on the street because they know traffic will only approach from one direction.</p> <p>Home owners on this cul-de-sac park outside their house, where there is no drive to utilise. This make turning space and room for vehicles very restricted.</p> <p>Should access be opened from the Old Rectory site, lorries, plan and heavy machinery would attempt to negotiate the corner and manoeuvre through the street coming into contact with pedestrians, vehicles and animals.</p> <p>The Old Rectory was accessed only from Meadow Lane and at no time were there any issues with that, hence it must stay as it was.</p>	<p>The Council agrees that careful consideration must be given to highway arrangements associated with the Old Rectory site.</p> <p>The council acknowledges the comment and agrees that Dale View is constrained in its access/egress onto meadow lane and also displays significant highway parking. As such text relating to a potential additional secondary access to/from the Old Rectory Site is proposed to be deleted, although it should be noted this does not prevent any applicant in seeking to make a case for acceptability in the future.</p>	<p>Policy HAU13</p> <p>Additional secondary access may be considered appropriate, where it can be demonstrated in consultation with the Local Highway Authority this would be appropriate in the context of the existing highway network.</p> <p>Paragraph 3.67</p> <p>A potential secondary access may be considered appropriate onto Dale View to assist in mitigating access issues on to Meadow Lane although the Local Highways Authority would have to be satisfied with regard to the acceptability of proposals.</p> <p>Figure 1.14 removal of potential secondary access option.</p>
		<p>We don't have a problem with the proposed building or buildings, other than proximity to gardens on Dale View, but primarily the access through Dale View must be avoided at all costs.</p>	<p>The Council agrees that careful consideration must be given to the proximity of any development to existing dwellings as set out within the Councils existing Residential Design SPD and as indicatively shown in figure 1.15.</p>	<p>None</p>
15.	<p>Resident E Bowden</p>	<p>I am writing to express my opposition to the proposal to create an access road off Dale view</p>	<p>The Council agrees that careful consideration must be given to highway</p>	<p>Policy HAU13</p> <p>Additional secondary access may be</p>

		<p>onto the site of the Old Rectory Hotel.</p> <p>The reasons for my objection are as follows :</p> <ol style="list-style-type: none"> 1. The plan you are using does not include the house 8a which is a new build and this has a significant impact on the plans proposed. There are cars parked on both right and left of the road which makes a blind corner onto a narrow stretch of road also with cars parked quite dangerous. 2. Cars leaving Dale View onto Meadow Lane do so with a great deal of caution as visibility is restricted in both directions, and adding to the volume of traffic would cause further difficulties. 3. Meadow Lane is used by many people including school parties walking to and from Tame Valley Nature Reserve an increase in traffic would be a further hazard to them. 4. We have a number of children living on Dale View who enjoy being able to play out. To quote Cllr Taylor "Our intention is to create a better place to live and work" I do not believe that making Dale View a through road would fulfil that statement. <p>I trust these points will be taken into consideration at any future planning meeting.</p>	<p>arrangements associated with the Old Rectory site.</p> <p>The council acknowledges the comment and agrees that Dale View is constrained in its access/egress onto meadow lane and also displays significant highway parking. As such text relating to a potential additional secondary access to/from the Old Rectory Site is proposed to be deleted, although it should be noted this does not prevent any applicant in seeking to make a case for acceptability in the future.</p>	<p>considered appropriate, where it can be demonstrated in consultation with the Local Highway Authority this would be appropriate in the context of the existing highway network.</p> <p>Paragraph 3.67 A potential secondary access may be considered appropriate onto Dale View to assist in mitigating access issues on to Meadow Lane although the Local Highways Authority would have to be satisfied with regard to the acceptability of proposals.</p> <p>Figure 1.14 removal of potential secondary access option.</p>
16.	<p>Resident P Buckley</p>	<p>The majority of the draft document is very positive and contains many ideas which will be beneficial to the area. It is evident that many local volunteers have worked alongside the council to draw the information together and I thank all concerned for their hard work.</p> <p>However, there is one point in policy HAU13 section 3.67 - which discusses development opportunities for the former site of the Old Rectory Hotel, and proposes that a second access road may be considered appropriate onto Dale View.</p>	<p>The Council agrees that careful consideration must be given to highway arrangements associated with the Old Rectory site.</p> <p>The council acknowledges the comment and agrees that Dale View is constrained in its access/egress onto meadow lane and also displays significant highway parking. As such text relating to a potential additional secondary access to/from the Old Rectory Site is proposed</p>	<p>Policy HAU13 Additional secondary access may be considered appropriate, where it can be demonstrated in consultation with the Local Highway Authority this would be appropriate in the context of the existing highway network.</p> <p>Paragraph 3.67 A potential secondary access may be considered appropriate onto Dale View to assist in mitigating access issues on to</p>

		<p>I wish to complain in the strongest terms about this suggestion. I am a resident of Dale View, and my children play on our street. If the access road goes ahead Dale View will become a 'through road' as opposed to a cul de sac.</p> <p>Traffic levels will increase which will increase risk of accidents. It will exacerbate the parking issues we already have.</p> <p>Pedestrian traffic will also increase, as will the likelihood of both accidental and criminal damage to our homes and cars.</p> <p>The plans are based on outdated maps - House 8a Dale View isn't shown on the plans, and it is positioned directly by the side of the suggested access road.</p> <p>I would also challenge the scale of the maps – the proposed access road appears to be shown as being wider than the current access road off Meadow Lane - in reality it is a very narrow road with a very tight turning at the end.</p> <p>The proposal is in contravention with one of the main aims of the SPD as a whole - which is to reduce traffic on Meadow Lane - as any traffic using the new 'access road' can only be directed back onto Meadow Lane.</p> <p>I suggest that any mention of 'potential secondary access from Dale View' be removed from the Supplementary Planning Document - as it is completely incongruous with the remainder of the proposals.</p>	<p>to be deleted, although it should be noted this does not prevent any applicant in seeking to make a case for acceptability in the future.</p>	<p>Meadow Lane although the Local Highways Authority would have to be satisfied with regard to the acceptability of proposals.</p> <p>Figure 1.14 removal of potential secondary access option.</p>
17.	<p>Resident S Clarke</p>	<p>This letter is written with reference to Policy HAU13 Section 3.67 which considers creating a secondary access road from Dale View to the site of the former Old Rectory Hotel.</p>	<p>The Council agrees that careful consideration must be given to highway arrangements associated with the Old Rectory site.</p>	<p>Policy HAU13 Additional secondary access may be considered appropriate, where it can be demonstrated in consultation with the Local Highway Authority this would be appropriate</p>

		<p>As residents of Dale View for the past 18 years, we wish to put forward our objections to the change of use of Dale View from a cul-de-sac to a through road on the grounds of:</p> <ol style="list-style-type: none"> 1. The cul-de-sac is unsuitable for additional traffic due to parking issues currently being witnessed by the road. 2. Cause significant environmental impact to the area. 3. Viewing angles are very restrictive. 4. The safety benefits of retaining the cul-de-sac status are significant due to children playing. 5. Site in proposal has full right of access from Meadow Lane into the proposed site. This would appear to be all that is needed to service and access the proposed development. 6. Cars currently parking on the road outside the residential properties would be forced to park on the pavement to allow adequate room for passing vehicles accessing the development, therefore meaning pedestrians and playing children would be forced to walk down the road, causing a significant risk, made even greater by an exacerbated level of traffic using the road to access the proposed development. 7. Section 3.62 figure 1.13 displaying the site layout is not an accurate representation of the site - property number 8A is not shown and has a significant impact on the buffer zones which apply to the proposed site. 8. It would devalue the properties on the road as it would change the volume of traffic. <p>We would be happy to discuss these objections further at a meeting should this be necessary.</p>	<p>The council acknowledges the comment and agrees that Dale View is constrained in its access/egress onto meadow lane and also displays significant highway parking. As such text relating to a potential additional secondary access to/from the Old Rectory Site is proposed to be deleted, although it should be noted this does not prevent any applicant in seeking to make a case for acceptability in the future.</p>	<p>in the context of the existing highway network.</p> <p>Paragraph 3.67 A potential secondary access may be considered appropriate onto Dale View to assist in mitigating access issues on to Meadow Lane although the Local Highways Authority would have to be satisfied with regard to the acceptability of proposals.</p> <p>Figure 1.14 removal of potential secondary access option.</p>
18.	<p>Resident B O'Grady</p>	<p>I have read the draft Supplementary Planning document for the Houghton Green Area around Meadow Lane and I wish to raise a concern.</p> <p>Policy HAU 13 - section 3.67 – development opportunities for the former site of the Old Rectory</p>	<p>The Council agrees that careful consideration must be given to highway arrangements associated with the Old Rectory site.</p> <p>The council acknowledges the comment</p>	<p>Policy HAU13 Additional secondary access may be considered appropriate, where it can be demonstrated in consultation with the Local Highway Authority this would be appropriate in the context of the existing highway</p>

		<p>Hotel. There is a statement that a second access road may be considered appropriate onto Dale View.</p> <p>I live on the section of Dale View which would become the access road, and I think it is an unrealistic proposal.</p> <p>The road is obstructed by parked cars and is too narrow to take more traffic. The junction halfway along Dale View is a very tight turning and is also obstructed by parked cars.</p> <p>Our children play happily on the street and we would be prevented from allowing this if it became a 'though road' due to extra traffic volumes.</p> <p>I welcome the majority of the ideas in the document as they will bring benefits to the area, but the section which suggests the secondary access road from Dale View should be removed.</p>	<p>and agrees that Dale View is constrained in its access/egress onto meadow lane and also displays significant highway parking. As such text relating to a potential additional secondary access to/from the Old Rectory Site is proposed to be deleted, although it should be noted this does not prevent any applicant in seeking to make a case for acceptability in the future.</p>	<p>network.</p> <p>Paragraph 3.67 A potential secondary access may be considered appropriate onto Dale View to assist in mitigating access issues on to Meadow Lane although the Local Highways Authority would have to be satisfied with regard to the acceptability of proposals.</p> <p>Figure 1.14 removal of potential secondary access option.</p>
19.	<p>Resident A Horsfield</p>	<p>I wish to object strongly to the above proposal to create an access road off Dale View onto the site of the Old Rectory Hotel.</p> <p>There are enough vehicles already belonging to the residents of Dale View, with several residents having more than one vehicle per house. The parking issues which already exist would be exacerbated.</p> <p>The safety levels for the children playing would be reduced, and they are far from perfect at the present time.</p> <p>To make Dale View from a cul-de-sac to a through road would be a nightmare for the residents. The road is not wide enough to take through vehicles, taking into account the residents cars parked on the road.</p> <p>The comment of Cllr. John Taylor - " our intention</p>	<p>The Council agrees that careful consideration must be given to highway arrangements associated with the Old Rectory site.</p> <p>The council acknowledges the comment and agrees that Dale View is constrained in its access/egress onto meadow lane and also displays significant highway parking. As such text relating to a potential additional secondary access to/from the Old Rectory Site is proposed to be deleted, although it should be noted this does not prevent any applicant in seeking to make a case for acceptability in the future.</p>	<p>Policy HAU13 Additional secondary access may be considered appropriate, where it can be demonstrated in consultation with the Local Highway Authority this would be appropriate in the context of the existing highway network.</p> <p>Paragraph 3.67 A potential secondary access may be considered appropriate onto Dale View to assist in mitigating access issues on to Meadow Lane although the Local Highways Authority would have to be satisfied with regard to the acceptability of proposals.</p> <p>Figure 1.14 removal of potential secondary access option.</p>

		<p>is to create a better place to live and work" - if this proposal were to go ahead would create a far worse place to live.</p> <p>May I respectfully suggest that some members of the planning committee would come to see Dale View especially after 4.30.pm each day.</p> <p>Many vehicles use Dale View just as a turning point.</p> <p>In policy HAU13, section 3.67 suggesting a secondary access road, this may make the site more attractive to developers but I would urge the planning department to consider the wellbeing of the residents of Dale View before that.</p>		
20.	<p>Amec Foster Wheeler (National Grid) R Deanwood</p>	<p>National Grid has appointed Amec Foster Wheeler to review and respond to development plan consultations on its behalf.</p> <p>An assessment has been carried out with respect to National Grid's electricity and gas transmission apparatus which includes high voltage electricity assets and high pressure gas pipelines and also National Grid Gas Distribution Intermediate and High Pressure apparatus.</p> <p>National Grid has identified that it has no record of such apparatus within the area.</p> <p>Whilst there is no implications for National Grid Gas Distributions intermediate / high pressure apparatus, there may however by Low Pressure / Medium Pressure Gas Distribution pipes present within proposed development sites.</p>	<p>The Council acknowledges this comment, thanks the consultee for responding and proposes to inset text at Appendix 3 'related advice and guidance'.</p>	<p>Appendix 3 Gas Distribution – Whilst there are no implications for National Grid Gas Distribution's Intermediate / High Pressure apparatus within the site, there may however be Low Pressure (LP) / Medium Pressure (MP) Gas Distribution pipes present within proposed development sites. If further information is required in relation to the Gas Distribution network please contact plantprotection@nationalgrid.com</p>

21.	<p>Resident L Bradley</p>	<p>I have some concerns to make regarding the draft SPD for the Haughton Green Area around Meadow Lane.</p> <p>I am worried about the proposition that a secondary access road may be 'considered appropriate' from Dale View onto the site of the Old Rectory Hotel (Policy HAU13, section 3.67).</p> <p>Currently our street is quiet enough for our children to play out safely, which was a major factor in our decision to set up home here. Obviously a new access point would increase traffic through the street and destroy this feeling of safety.</p> <p>The street is often lined with cars and parking is already difficult. It is far too constricted to service the extra traffic that would use the new access road.</p> <p>In addition, the plans don't include recently built house 8a, which is positioned on the corner of where the new access road would be and has significant impact on the 'buffer zones' for the development site as shown in the document.</p> <p>I ask that the suggestion to create a secondary access road from Dale View is removed from the document.</p>	<p>The Council agrees that careful consideration must be given to highway arrangements associated with the Old Rectory site.</p> <p>The council acknowledges the comment and agrees that Dale View is constrained in its access/egress onto meadow lane and also displays significant highway parking. As such text relating to a potential additional secondary access to/from the Old Rectory Site is proposed to be deleted, although it should be noted this does not prevent any applicant in seeking to make a case for acceptability in the future.</p>	<p>Policy HAU13 Additional secondary access may be considered appropriate, where it can be demonstrated in consultation with the Local Highway Authority this would be appropriate in the context of the existing highway network.</p> <p>Paragraph 3.67 A potential secondary access may be considered appropriate onto Dale View to assist in mitigating access issues on to Meadow Lane although the Local Highways Authority would have to be satisfied with regard to the acceptability of proposals.</p> <p>Figure 1.14 removal of potential secondary access option.</p>
		<p>I have no issues with the remainder of the document, which contains many constructive points, and I appreciate the hard work and research that must have gone into producing it.</p>	<p>The Council acknowledges this comment and thanks the consultee for responding.</p>	<p>None</p>

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“Haughton Green”

A Supplementary Planning Document

Equality Impact Assessment

Published by

**Tameside Metropolitan Borough Council
Planning Policy**

11 September 2017



Tameside Council Equality Impact Assessment Form

Subject / Title	Houghton Green Supplementary Planning Document (SPD)
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Service Unit	Service Area	Directorate
Planning	Development, Growth and Investment	Place

Start Date	Completion Date
04/03/2015	11/09/2017

Lead Officer	Graham Holland Planning Officer
Service Unit Manager	Paul Moore Head of Planning
Assistant Executive Director	Damien Bourke Assistant Executive Director Development, Growth and Investment

EIA Group (lead contact first)	Job title	Service
Graham Holland	Planning Officer	Planning Policy
Peter Taylor	Planning Policy Team Leader	Planning Policy

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PART 1 – INITIAL SCREENING

1a.	What is the project, policy or proposal?	<p>The Council has prepared a Supplementary Planning Document (SPD) for a specific area of Haughton Green. The SPD boundary has been defined through the course of developing the SPD, initial scoping consultation with stakeholders, local residents and Ward Councillors and a period of formal consultation between Monday 27 March 2017 and Monday 8 May 2017.</p> <p>The SPD provides additional developer guidance linked principally to Unitary Development Plan (UDP) (adopted November 2004) Policy C1 Townscape and Urban Form. The SPD is an important material consideration in the determination of planning applications.</p>
1b.	What are the main aims of the project, policy or proposal?	<p>The SPD seeks to ensure development proposals which are submitted to the Council for determination are of a high design quality and respect and enhance distinctive local character.</p> <p>Developers, designers, homeowners, and prospective applicants who use the SPD and follow the guidance can expect to minimise potential delays in the determination of their planning application. Proposals which fail to align with the principles set out within the SPD may be refused planning permission. The SPD also identifies two possible public realm improvement projects and one principle site with redevelopment potential.</p>

1c. Will the project, policy or proposal have either a direct or indirect impact on any groups of people with protected equality characteristics?

Where a direct or indirect impact will occur as a result of the policy, project or proposal, please explain why and how that group of people will be affected.

Protected Characteristic	Direct Impact	Indirect Impact	Little / No Impact	Explanation
Age		X		The adoption of the SPD may indirectly impact all residents of the area within the SPD boundary. This is because the SPD will be an important material consideration in the determination of planning

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			<p>applications.</p> <p>The SPD area is principally covered by two Lower Super Output Areas (LSOA) E01005984 and E01005983 as shown on the plan below. An above borough average 32.1% of residents within the combined LSOA's are over the age of 55 compared to 27.7% for the borough, while a lower than average 22.6% of residents are below the age of 20 compared to the borough average 24.6%. (Census 2011).</p> <p>In addition the two identified potential public realm projects will require at the point of any implementation further EIA consideration in the future.</p>
Disability		X	<p>The adoption of the SPD may indirectly impact all residents of the area within the SPD boundary. This is because the SPD will be an important material consideration in the determination of planning applications.</p> <p>The SPD area is principally covered by two Lower Super Output Areas (LSOA) E01005984 and E01005983 as shown on the plan below. A lower than borough average, 77% of residents within the combined LSOA's consider that there day to day activities are not limited by a disability compared to 79.1% for the borough. (Census 2011).</p> <p>In addition the two identified potential public realm projects will require at the point of any implementation further EIA consideration in the future.</p>
Ethnicity		X	<p>The adoption of the SPD may indirectly impact all residents of the area within the SPD boundary. This is because the SPD will be an important material consideration in the determination of planning applications.</p> <p>The SPD area is principally covered by two Lower Super Output Areas (LSOA) E01005984 and E01005983 as shown on the plan below. An above borough average 92.6% of residents within the combined LSOA's are</p>

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				<p>White British compared to 88.5% for the borough. (Census 2011).</p> <p>In addition the two identified potential public realm projects will require at the point of any implementation further EIA consideration in the future.</p>
Sex / Gender		X		<p>The adoption of the SPD may indirectly impact all residents of the area within the SPD boundary. This is because the SPD will be an important material consideration in the determination of planning applications.</p> <p>The SPD area is principally covered by two Lower Super Output Areas (LSOA) E01005984 and E01005983 as shown on the plan below. An above borough average 50.1% of residents within the combined LSOA's are male, compared to 49.08% for the borough, while a lower than average 49.9% of residents are female compared to the borough average 50.92%. (Census 2011).</p> <p>In addition the two identified potential public realm projects will require at the point of any implementation further EIA consideration in the future.</p>
Religion or Belief		X		<p>The adoption of the SPD may indirectly impact all residents of the area within the SPD boundary. This is because the SPD will be an important material consideration in the determination of planning applications.</p> <p>The SPD area is principally covered by two Lower Super Output Areas (LSOA) E01005984 and E01005983 as shown on the plan below. An above borough average 67.9% of residents within the combined LSOA's are Christian, compared to 63.98% for the borough, additionally a higher than average 24.6% of residents consider themselves to have no religion above the borough average 23.6%. (Census 2011).</p> <p>In addition the two identified potential public realm projects will require at the point of any implementation</p>

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				further EIA consideration in the future.
Sexual Orientation		X		<p>The adoption of the SPD may indirectly impact all residents of the area within the SPD boundary. This is because the SPD will be an important material consideration in the determination of planning applications.</p> <p>The SPD area is principally covered by two Lower Super Output Areas (LSOA) E01005984 and E01005983 as shown on the plan below. Based on estimates from LGBT charity Stonewall between 5 and 7% of the national population may be LGBT.</p> <p>In addition the two identified potential public realm projects will require at the point of any implementation further EIA consideration in the future.</p>
Gender Reassignment		X		<p>The adoption of the SPD may indirectly impact all residents of the area within the SPD boundary. This is because the SPD will be an important material consideration in the determination of planning applications.</p> <p>In addition the two identified potential public realm projects will require at the point of any implementation further EIA consideration in the future.</p>
Pregnancy & Maternity		X		<p>The adoption of the SPD may indirectly impact all residents of the area within the SPD boundary. This is because the SPD will be an important material consideration in the determination of planning applications.</p> <p>The SPD area is principally covered by two Lower Super Output Areas (LSOA) E01005984 and E01005983 as shown on the plan below. Based upon Public Health England statistics the general fertility rate for the number of live births per 1,000 of the population is 66.8% across the Tameside and Glossop area.</p>

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				In addition the two identified potential public realm projects will require at the point of any implementation further EIA consideration in the future.
Marriage & Civil Partnership		X		<p>The adoption of the SPD may indirectly impact all residents of the area within the SPD boundary. This is because the SPD will be an important material consideration in the determination of planning applications.</p> <p>The SPD area is principally covered by two Lower Super Output Areas (LSOA) E01005984 and E01005983 as shown on the plan below. Across the combined LSOA's 41.6% are married, slightly lower than the borough average of 43.5%. Although it should be noted that within LSOA E01005983 a notably higher percentage of over 16's are married, 54.5%. Census 2011.</p> <p>In addition the two identified potential public realm projects will require at the point of any implementation further EIA consideration in the future.</p>
Are there any other groups who you feel may be impacted, directly or indirectly, by this project, policy or proposal? (e.g. carers, vulnerable residents, isolated residents)				
Group (please state)	Direct Impact	Indirect Impact	Little / No Impact	Explanation
No	<u>n/a</u>	<u>n/a</u>	<u>n/a</u>	

1d.	Does the project, policy or proposal require a full EIA?	Yes	No
		X	

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1e.	What are your reasons for the decision made at 1d?	<p>The SPD may indirectly impact all residents within the SPD boundary area. This is because the SPD will be an important material consideration in the determination of planning applications.</p> <p>As the SPD's introduction has the potential to indirectly impact all residents, it is therefore necessary to undertake a full EIA to explore the extent to which those from different protected characteristic groups may be impacted.</p> <p>In addition the two identified potential public realm projects will require during the design process further EIA consideration in the future.</p>
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PART 2 – FULL EQUALITY IMPACT ASSESSMENT

2a. Summary

The Haughton Green SPD has been prepared in response to a strong community desire and recognised need to create further planning guidance for a particular area of the borough which ensures individual development proposals are aware of the broad character of the area and that they need to positively contribute toward enhancing this, which both local residents and Councillors are keen to see recognised.

The SPD highlights the importance of adopting a character based design led approach to sustaining an attractive and vibrant community through proposals which respect and enhance the character of the locale. Allied with policies focused on future development, the SPD highlights specific projects which would aid in further enhancing the areas character. These include public realm projects at two key locations, the Village Green and Meadow Lane.

In addition the SPD contains a number of policies to assist developers when designing schemes; and help the Council make consistent decisions when assessing planning applications, as listed below. These policies aim to ensure future developments apply character based design principles.

SPD Policy;

- HAU1 – Land Use
- HAU2 – Landmarks and Gateways
- HAU3 – Character
- HAU4 – Massing, Density and Height
- HAU5 – Frontages and Edges
- HAU6 – Materials and Detailing
- HAU7 – Vehicular Access and Parking
- HAU8 – Public Realm, Haughton Green Road
- HAU9 – Public Realm, Meadow Lane
- HAU10 – Footpaths and Cycle Infrastructure
- HAU11 – Open Space

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- HAU12 – Trees, Soft Landscaping and biodiversity
- HAU13 – Old Rectory Site Development Principles

The SPD has been prepared in accordance with the Councils Unitary Development Plan, adopted November 2004, the policies of which have been 'saved' in accordance with the provisions of the Planning and Compulsory Purchase Act 2004 following direction from the Secretary of State on 18 September 2007, and which the Council may only give weight to according to the degree of consistency with the National Planning Policy Framework (NPPF) as set out at paragraph 215.

The SPD has been prepared in relation to saved policies of the UDP, principally policy C1 (Townscape and Urban Form) which is considered to be consistent with the NPPF and is therefore afforded full weight and has due regard to the requirements of the Planning and Compulsory Purchase Act 2004 (as amended) and the Town and Country Planning (Local Planning) (England) Regulations 2012.

The SPD will be an important material consideration in the determination of planning applications. The SPD seeks to ensure development proposals which are submitted to the Council for determination are of a high design quality and respect and enhance distinctive local character.

Developers, designers, homeowners, and prospective applicants who use the SPD and follow the guidance can expect to minimise potential delays in the determination of their planning application. Proposals which fail to align with the principles set out within the SPD may be refused planning permission. The SPD also identifies two possible public realm improvement projects and one principle site with development potential.

2b. Issues to Consider

The SPD has been prepared in relation to saved policies of the UDP, principally policy C1 (Townscape and Urban Form) which is considered to be consistent with the NPPF and is therefore afforded full weight and has due regard to the requirements of the Planning and Compulsory Purchase Act 2004 (as amended) and the Town and Country Planning (Local Planning) (England) Regulations 2012.

The Councils adopted Statement of Community Involvement (SCI) sets out a commitment to consult and engage with residents and stakeholders in relation to planning policy documents such as this SPD. It is important to ensure that protected characteristic groups are engaged during consultation. A wide range of protected characteristic groups are represented on the Councils Local Plan Consultation Database which were contacted directly either via letter or email during the course of consulting on the draft SPD, detailed below:

Age UK Tameside and Age UK
The Gypsy Council for Education, Culture, Welfare and Civil Rights
Tameside Racial Equality Council Ltd
Kids in the Environment

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Business and Professional Women's Club (Denton)
Denton Co-operative Women's Guild
Denton Council of Churches
Denton Women's Club
Greater Manchester Coalition of Disabled People
Greater Manchester Pedestrians Association
Haughton Green Residents Association
INSKIP League for Disabled Persons
Access Group Tameside
National Women's Register
Association of Ukrainians
Hyde Bangladesh Welfare Association
Bangladesh Welfare Association Mossley
Shree Bharatiya Mandal Indian Association
Tameside Deaf Association
Tameside Sight
Tameside Forum of Disabled People
Tameside Ladies Speakers Club
Tameside Women's Prime Time Group
Dukinfield Women's Club
The National Federation of Gypsy Liaison Groups
The Gypsy Council
Better Government for Older People
Derbyshire Gypsy Liaison Group
Irish Community Care Liverpool
UK Association of Gypsy Women
Irish Community Care Manchester
The Disabled Persons Transport Advisory Committee Secretariat

The Local Plan consultation database is continually updated to ensure contacts are current and ensure bodies which are connected to protected characteristic groups are included. A 6 week period of public consultation occurring between Monday 27 March 2017 and Monday 8 May 2017 allowed for representations to be made by any interested party on the SPD. No specific representations were made directly related to issues concerning protected characteristic groups. A detailed schedule of representations made by organisations and individuals can be found with the Consultation Statement.

Prior to the recent period of formal consultation and as part of developing the draft SPD a range of community engagement was undertaken including a workshop was undertaken with a number of local residents and Ward Councillors on 4 March 2015. This workshop generated an understanding of local interest in the area's distinctive character, issues, and threats and the 'pros' and 'cons' of various planning controls and interventions. It was considered the production of an SPD would represent the most appropriate planning tool to address concerns and provide clear guidance in relation to local character and contextual design.

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A baseline analysis of the area was then undertaken to inform the development of the Haughton Green SPD through an accompanied site visit walk-around with community stakeholders on 16 February 2016 and a further public consultation event was held with the local community on 16 March 2016.

Two Lower Super Output Areas principally cover the SPD area, (LSOA) E01005984 and E01005983 as shown on the plan below. These combined areas have a resident population of 3,133, 1.4% of the boroughs total (Census 2011). As set out above, the area has an above borough average 32.1% of residents within the combined LSOA's which are over the age of 55 compared to 27.7% for the borough, while a lower than average 22.6% of residents are below the age of 20 compared to the borough average 24.6%. Predominantly the resident population are white 95.1%, of an even male to female split and 98.3% have either no, no stated or a Christian religious belief. Slightly higher than average percentages of peoples day to day activities are limited either a little or a lot by a disability 23%, comparative to the borough average of 20.9% (Census 2011). And while it is not envisaged the SPD will impact on any one protected characteristic group more than another the marginally older than borough average age profile and higher percentage of residents with a disability which to some degree limits their day to day activities should be borne in mind.

As such consultation on the SPD was important to capture the views of local residents as required by regulation. The 6 week period of public consultation undertaken with a wide range of consultation bodies and residents in accordance with the Council's adopted Statement of Community Involvement provided reference copies of all consultation material at Council Libraries, Customer Service Centre and the Planning Departments principal office in addition to being placed on the Council's website.

A formal notice inviting representations was placed in the local newspaper and a press release was published. Emails or letters were sent to interested parties on the Planning Policy Consultation Database, informing them of where copies of the document could be inspected, inviting them to make representation in writing prior to the end of the consultation period.

Following closure of the formal consultation period on Monday 8 May 2017 all comments have been gathered, read, assessed and a precis compiled within the Consultation Statement. Responses to comments received during the consultation period are detailed in this final Consultation Statement, together with any changes made to the SPD as a result.

2c. Impact

It is anticipated the SPD will have a positive impact for local residents as it will seek to ensure development proposals which are submitted to the Council for determination are of a high design quality and respect and enhance the distinctive local character of Haughton Green.

While it is not envisaged that one protected characteristic group will be impacted upon more than another as a result of the SPD, particular attention should be given to potential impacts upon residents which have a disability or are elderly given the higher than borough average statistics which are associated with the two LSOA's covering the SPD area through continued monitoring as detailed within the SPD.

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Where the SPD identifies two possible public realm improvement projects it is recognised that such improvements, subject to further funding would require more detailed design work and possible EIA consideration particularly in relation to disabled users, when there is greater certainty in relation to potential proposals. The above mentioned projects detailed within SPD policy HAU8 and HAU9, in addition to the general purpose of the SPD, to recognise, protect and enhance the character of Haughton Green allied with the community involvement in securing its adoption promotes community cohesion and a sense of belonging across all protected characteristic groups resident in Haughton Green.

2d. Mitigations *(Where you have identified an impact, what can be done to reduce or mitigate the impact?)*

<p>That the SPD consultation process may not be open to residents and stakeholders from across different protected characteristic groups</p>	<p>The 6 week formal consultation period undertaken has ensured a robust and thorough process by involving individuals / representatives from different protected characteristic groups in an open and well publicised consultation process. The comments received during the consultation period and the Councils responses are contained within the Consultation Statement.</p> <p>A wide range of protected characteristic groups as detailed above were contacted directly either via letter or email during the course of consulting on the SPD and a range of consultation methods were employed to consult on the policy document including:</p> <ul style="list-style-type: none"> • Direct letter or email to Local Plan database contacts; • Press notice; • Press release; • Website content; and • Deposit of documents at libraries and the customer contact centre
<p>Future public realm improvement projects have the potential to negatively impact one or more protected characteristic groups</p>	<p>An EIA will be undertaken in relation to any future public realm improvement projects in the Haughton Green area to assess the impact on each protected characteristic group.</p>

2e. Evidence Sources

The following sources of evidence have assisted in the preparation of the SPD and this EIA:

- Draft SPD Consultation Monday 27 March 2017 - Monday 8 May 2017.
- Conservation Area assessment June 2013
- Baseline analysis workshop 4 March 2015
- Community stakeholder site visit 16 Feb 2016
- Old Rectory site visit 26 February 2016
- Community Workshop 16 March 2016

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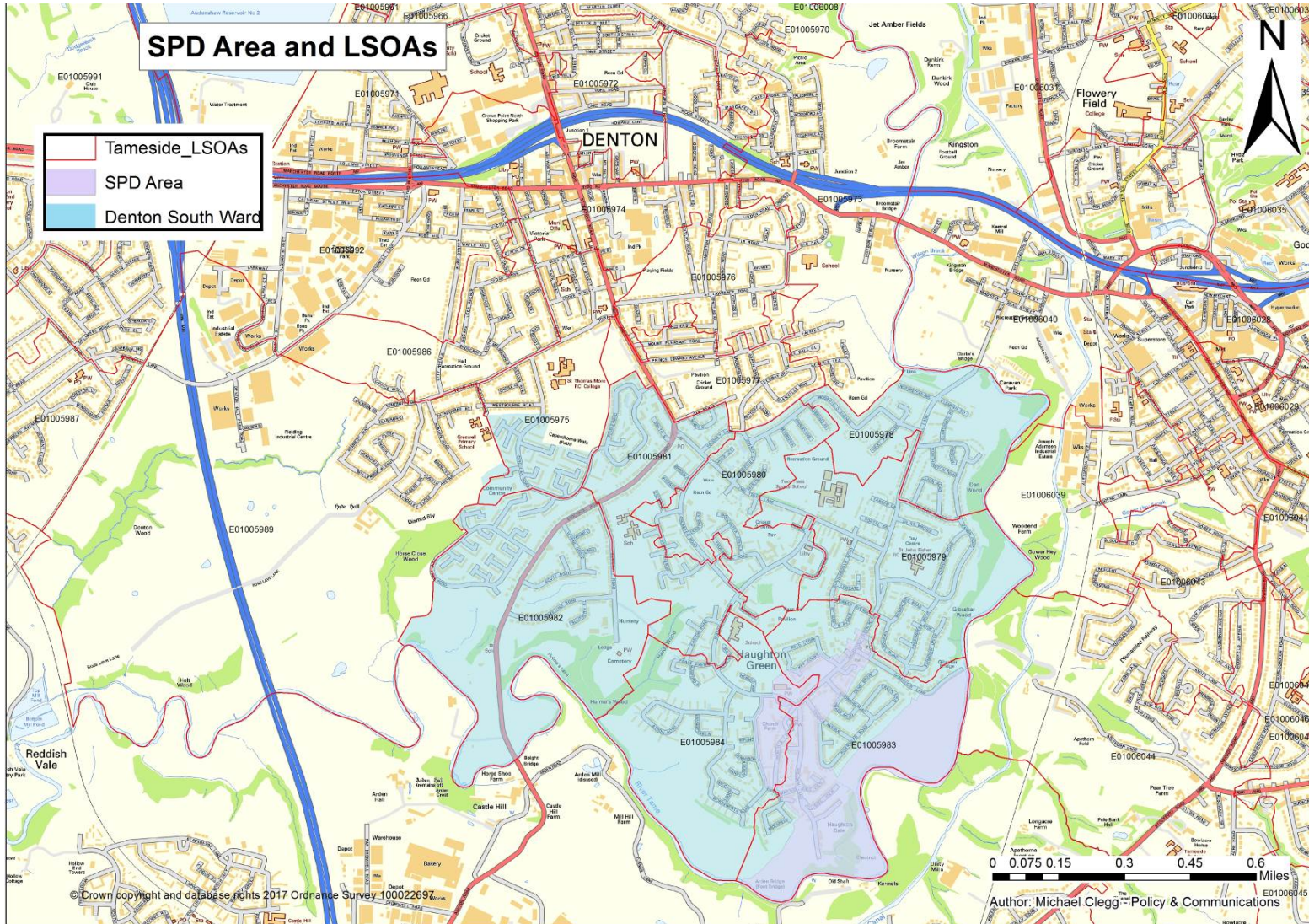
- Tameside Unitary Development Plan Written Statement and Proposals Map (adopted November 2004)
- National Planning Policy Framework (adopted March 2012)
- Residential Design Guide SPD (adopted March 2012)
- Historic Mapping (Landmark Solutions 1982-2016)
- Photographic Survey (undertaken June 2009, updated June 2016)
- Census 2011

2f. Monitoring progress

Issue / Action	Lead officer	Timescale
Ensure effective monitoring of Local Plan policy through the Authority's Monitoring Report.	Peter Taylor	Ongoing

Signature of Service Unit Manager	Date
Signature of Assistant Executive Director	Date

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“Haughton Green”

A Supplementary Planning Document

Adoption Statement

This statement has been prepared in order to comply with the requirements of the Planning and Compulsory Purchase Act 2004 and the Town and Country Planning (Local Planning) (England) Regulations 2012.

Published by

Tameside Metropolitan Borough Council
Planning Policy

11 September 2017



Version:	Status:	Prepared by:	Checked By:	Approved By:	Issued To
1.0	Final	GH	PT	PT	SLT

- 1.0 This Adoption Statement has been prepared in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 and gives notice that Tameside Metropolitan Borough Council has adopted the Haughton Green Supplementary Planning Document (SPD) with effect from 11 September 2017.
- 1.2 The Haughton Green SPD provides further detail to the Unitary Development Plan policies relating to local character, urban design, historic environment and the achievement of high quality development within the SPD area, focused around the historic core of Haughton Green and Meadow Lane.
- 1.3 Any person with sufficient interest in the decision to adopt the SPD may apply to the High Court for permission to apply for judicial review of that decision. Any such application must be made promptly and in any event not later than 3 months after the date on which the SPD was adopted.
- 1.4 The following modifications were made to the SPD following consultation on the draft document, and these are summarised below in accordance with the requirements of Regulation 11(2)(b) of the Town and Country Planning (Local Planning) (England) Regulations 2012:
- The highlighting of a potential secondary access to/from the Old Rectory site via Dale View has been removed from policy HAU13, paragraph 3.67 and figure 1.14 has been amended accordingly.
 - The scope of policy HAU12 has been expanded to incorporate biodiversity considerations alongside trees and soft landscaping.
 - Additional text has been added to policy HAU13 and at Appendix 3 highlighting that parts of the Old Rectory Site fall within Coal Authority defined Development High Risk areas and the implications for this.
 - Additional text has been added at Appendix 3 providing further information in relation to the potential presence of gas distribution pipes within the Old Rectory Site.
 - A number of other minor editorial amendments were made to the document.
- 1.5 The full schedule of all representations received and the Councils' response to these is set out within the Consultation Statement which accompanies the SPD.
- 1.6 Copies of this Adoption Statement, the adopted Haughton Green SPD, Consultation Statement and the other supporting documents are available for inspection on the Councils website at <http://www.tameside.gov.uk/haughtongreenspd>. Copies of documents are also available for inspection in the following locations during their normal opening hours:

Customer Services & Planning Departments Principal Office | Clarence Arcade, Stamford Street, Ashton-under-Lyne, OL6 7PT

Tameside Central Library | Old Street, Ashton-under-Lyne, OL6 7SG

Denton Library | Town Hall, Market Street, Denton, M34 2AP

Droylsden Library | Manchester Road, Droylsden, M43 6EP

Dukinfield Library | Concord Way, Dukinfield, SK16 4DB

Hattersley Library | The Hub, Stockport Road, Hattersley, SK14 6NT

Hyde Library | Town Hall, Greenfield Street, Hyde, SK14 1AL
Mossley Library | George Lawton Hall, Stamford Street, Mossley, OL5 0HR
Stalybridge Library | Trinity Street, Stalybridge, SK15 2BN
Ryecroft Hall | Book Access Point, Manchester Road, Audenshaw, M34 5GJ

Details of opening times can be obtained:

On the council's website: <http://www.tameside.gov.uk/libraries/openingtimes>

On the council's website: <http://www.tameside.gov.uk/customerservices>


By telephoning the Customer Service Centre: 0161 342 8355

- 1.8 Should you wish to discuss any issues or require any further information please do not hesitate to contact the Planning Policy Team by phone on 0161 342 3346 or by email: planpolicy@tameside.gov.uk.

Paul Moore – Head of Planning

Dated: 11 September 2017

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Report To:	EXECUTIVE CABINET
Date:	30 August 2017
Executive Member/Reporting Officer:	Councillor John Taylor – Deputy Executive Leader Damien Bourke - Assistant Executive Director (Development and Investment)
Subject:	REFURBISHMENT AND RE-USE OF THE CONCORD SUITE, DROYLSDEN
Report Summary:	This report presents proposals outlining budget costs, delivery timescales and risks associated with the project for the refurbishment and re-use of the Concord Suite.
Recommendations:	Executive Cabinet are recommended to approve the project, outlined in this report, with an estimated budget of £550,000 with the aim of delivering the project by the end of 2017.
Links To Community Strategy:	Prosperous Tameside
Policy Implications	In line with approved policy
Financial Implications: (Authorised By The Section 151 Officer)	<p>Details of the proposed refurbishment of the Concord Suite, Droylsden were previously included within the Corporate Asset Management Plan update report presented to the Strategic Planning and Capital Monitoring Panel on 10 July 2017. The report sought initial approval of £0.50 million for the scheme. This report details an increase of the scheme total to £0.55 million.</p> <p>The proposed scheme will be considered along with the wider Council three year capital programme at the 9 October 2017 meeting of the Strategic Capital Panel.</p> <p>It is important to note that advance approval of £0.55 million for this phase of the scheme will be an initial call on the available three year Council capital programme resources.</p>
Legal Implications: (Authorised By The Borough Solicitor)	Exchequer provides vital services to the Borough through the collection of Council tax, business rates and sundry debts together with payments of Housing Benefit. It is important that the service is housed in modern efficient facilities to reflect the service we expect staff to achieve.
Risk Management:	The key risks, impact and mitigation proposed are included in the report at Section 7.
Access To Information:	The background papers relating to this report can be inspected by contacting the report writer Ade Alao, Head of Investment and Development by:  Telephone: 0161 342 2795  e-mail: ade.alao@tameside.gov.uk

1. INTRODUCTION

- 1.1 This report presents proposals outlining budget costs, delivery timescales and risks associated with the project for the refurbishment and re-use of the Concord Suite.
- 1.2 The Concord Suite is a Council-owned office and community building in Droylsden town centre. It is a four-storey reinforced concrete framed structure built in the early 1970's to house the former Droylsden Urban District Council.
- 1.3 More recently, the Concord Suite was the headquarters for the Greater Manchester Pension Fund until it moved into Guardsman Tony Downes House on the opposite of Manchester Road.
- 1.4 Since this time the building has been unoccupied with the exception of a number of community uses, such as Prime Youth Club and Time of Your Life, who have continued to use space on the first floor.
- 1.5 The Council is currently developing an accommodation strategy to assist with the Vision Tameside Phase 2 recant plan, which will be implemented when the new Shared Public Service Centre opens in summer 2018.
- 1.6 The refurbishment and re-use of the Concord Suite, which is a council asset, has formed part of this review. Detailed condition surveys have been undertaken to establish the feasibility and costs of bringing the building back into use.
- 1.7 The Council accommodation review has identified that there is insufficient space within the Council's estate to accommodate all anticipated uses without continued recourse to leasing privately owned office accommodation. An analysis of the options available subsequently identified that the refurbishment and re-use of the Concord Suite represented better value for money for the Council compared to the other options.
- 1.9 This report recommends that the Executive Cabinet approve the project proposals, outlined in this report, with an estimated budget of £550,000 for delivery by the end of 2017.

2. PROJECT OBJECTIVES AND SCOPE

- 2.1 The refurbishment and re-use of this Council asset will support the delivery of two of the four Strategic Objectives of the Vision Tameside Business case which are:
 - a. **Supporting Growth and Regeneration across Tameside**
- 2.2 The Council is committed to retaining prestigious and historic buildings across Tameside, for office and community use, to support economic growth in our town centres. Key buildings being retained include Ashton Town Hall, Denton Town Hall, Dukinfield Town Hall, George Lawton Hall, Hyde Town Hall, Ryecroft Hall, The Hub Hattersley and Stalybridge Civic Hall. Bringing the Concord Suite back into use will create a significant number of Council work settings in Droylsden town centre, thereby increasing footfall and generating important local economic benefits.
 - b. **Improving the Council's Efficiency and Effectiveness**
- 2.3 The Council is committed to rationalising its current estate in order to make a significant contribution to achieving more efficient service delivery. Activities and services located in eight different locations will be consolidated in a combination of the new Public Shared Service Centre in Ashton, together with remodelled existing Council owned prestigious buildings in Hyde, Dukinfield, Denton and Stalybridge. The refurbishment and re-use of the Concord Suite will provide the additional office accommodation needed to enable

private lease arrangements to be terminated maximising the use of Council assets that may otherwise be left vacant.

- 2.4 The following high-level scope was established for the project:
- a) Refurbishment of the Concord Suite to provide suitable office accommodation for Council staff in compliance with all relevant standards
 - b) To deliver Phase 1 of the Vision Tameside Recant Strategy
 - c) To ensure the “working better together” agenda can be delivered in the building including the provision of breakout and soft intervention space
 - d) Refurbishment of the Ballroom to ensure, in the main, that the Council is able to meet its health and safety obligations in addition to making the facility more appealing thereby increasing community use, bookings / income and town centre footfall.
- 2.5 In addition, it is recognised that the refurbishment of the building will help deliver the following benefits:
- a) Bringing an underutilised building back into full use in a cost-effective manner due to office infrastructure and links to the dark fibre network already being largely in place
 - b) Secure the future use of a valued community resource and provide opportunities to expand usage
 - c) Provide accessible office accommodation to a significant number of staff, close to excellent transport links and with town centre amenities.

3. PROGRESS UPDATE

- 3.1 Over the past few months, the following project development work has been undertaken to establish project feasibility:
- a) Review of existing building information
 - b) Building condition surveys (Structural, Mechanical & Electrical and IT Infrastructure)
 - c) Space utilisation planning
 - d) Preparation of tender documentation
 - e) Tender invitation
- 3.2 A detailed Fire Risk Assessment has also been undertaken to establish compliance with all relevant fire regulations and to confirm that there are no issues in light of the recent tragic Grenfell Tower fire incident.

4. PROPOSALS

- 4.1 Key elements of the proposals are:
- a) Ground Floor:**
 - Improvements to the frontage
 - Provision of distribution centre and associated facilities
 - Provision of new DDA compliant public toilet
 - Redecoration
 - IT upgrade
 - Re-commissioning of one lift that is currently out of service if economically viable
 - b) First Floor:**
 - Refurbishment of ballroom (redecoration, new curtains, lighting and reupholstering of seating)
 - Office accommodation (provision of small break out area, IT upgrade)
 - c) Second Floor:**
 - Provision of 73 work settings

- Redecoration throughout
- Reinstate and commission ventilation system
- Renew fire doors to stair wells
- Renew some suspended ceilings and lighting as required
- Renew or repair sanitary ware as required
- Upgrade kitchen facilities
- IT upgrade

d) Third Floor:

- Provision of 75 work settings
- Redecoration
- Reinstate and commission ventilation system
- Review fire doors to stair wells
- Renew some suspended ceilings and luminaires
- Renew or repair sanitary ware
- Renew or repair kitchenette
- IT upgrade

5. COMMUNICATIONS

- 5.1 Elected members have been provided with details of the emerging plans for the Concord Suite at briefings held on 2 August 2017.
- 5.2 All regular users of the building have been contacted to inform them of the impending temporary closure and the need to identify suitable temporary alternative premises.
- 5.3 Alternative premises have been offered to the Time of Your Life group and sequence dancers and both of these groups will be supported with any issues they may have during the decant period.
- 5.4 Discussions are still on-going with the Prime Youth Club to gain a better understanding of their specific needs in order identify suitable alternative premises.

6. PROCUREMENT AND FINANCIAL IMPLICATIONS

Procurement

- 5.1 In accordance with Council policy, the project is being procured through the Tameside Investment Partnership (TIP).

Budget Costs

- 5.2 The budget costs are as follows:

Budget Costs	£
Office refurbishment	500,000
Ballroom refurbishment	25,000
Client contingency	25,000
Total Estimated Costs	550,000

- 5.3 The works are currently out to tender and post-tender costs will be available after 26 August 2017.
- 5.4 A verbal update on the outcome of the tender process will be provided at the Executive Cabinet meeting.

6. INDICATIVE PROGRAMME

6.1 The indicative programme is shown in the table below:

Phase	Milestone	Target Date
Communications plan	Start	28 Aug 2017
Tender process	Complete	26 Aug 2017
Report to Executive Cabinet	Approval to proceed	30 Aug 2017
Construction works	Complete	8/15 Dec 2017
Reoccupation	Complete	31 January 2018

6.2 While the intention is to complete the works before the end of 2017, the final programme can only be confirmed following tender returns and contract award. The overall construction period is anticipated to be 12 weeks from instruction to proceed subject to approval and procurement.

6.3 Subject to obtaining Executive Cabinet approval, the aim will be for the works to be completed by 8/15 December 2017 subject to any mobilisation period required by the contractors successful through the tender exercise. In any event, early engagement will be undertaken with the contractors to identify opportunities for an earlier completion of the project.

6.4 The plans for reoccupation following completion of the works will also need to take account of the traditional Christmas shutdown period by the Council and the construction industry.

7. RISKS

7.1 As with all capital projects there are several significant risks that need to be managed and mitigated as the project develops.

7.2 A summary of the high-level risks can be found in the table below:

Risk	Mitigation	Status
Financial	<ul style="list-style-type: none">Affordability to be confirmed on completion of tender process after 26 August 2017Repair v renewal where appropriateLegacy FF&E to be used where appropriateRigorous change control procedure implemented	RED
Stakeholder	<ul style="list-style-type: none">Comprehensive communication strategy to be implemented from the 1 September 2017 to ensure timely and consistent messages are delivered to staff and other stakeholders	GREEN
Economic	<ul style="list-style-type: none">Council owned building being brought back into use.Project meets the objectives of the Councils accommodation strategy and VTP2 business case which identifies the need to ensure that Council staff are dispersed across the Borough to help grow Tameside's town centres	GREEN

8. CONCLUSION

8.1 The Concord Suite is an under-utilised Council asset and good progress is being made with the project for refurbishment and future re-use of the building.

- 8.2 The proposals present an opportunity for the Concord Suite to meet the demands of a modern, functional and multi-use building that continues being an asset to the borough for the medium-term future.
- 8.3 The estimated budget for this project is £550,000. However a verbal update, on the outcome of the tender process which will be complete on the 26 August, will be provided at the Executive Cabinet meeting.
- 8.4 Executive Cabinet are recommended to approve the project, as outlined in this report, with the aim of delivering the completed scheme by the end of 2017.

9. RECOMMENDATIONS

- 9.1 These are shown at the front of the report.

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