

Public Document Pack

Chief Executive

**THE CIVIC MAYOR, CHAIR OF
COUNCIL BUSINESS AND ALL
MEMBERS OF THE COUNCIL**

Steven Pleasant, Chief Executive
Tameside One, Market Square, Ashton-under-Lyne

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Our Ref	rl/Council
Ask for	Robert Landon
Direct Line	0161 342 2146

Dear Councillor,

You are hereby summoned to attend an **ORDINARY MEETING** of the Tameside Metropolitan Borough Council to be held on **Tuesday, 21 July, 2020 at 5.00 pm** as a **Zoom Meeting** when the undermentioned business is to be transacted.

Yours faithfully,



Steven Pleasant
Chief Executive

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.

Item No.	AGENDA	Page No
1. MINUTES	That the Minutes of the proceedings of the Meeting of Council held on 26 May 2020 be approved as a correct record and signed by the Chair of Council Business (or other person presiding) (Minutes attached).	1 - 10
2. APOLOGIES FOR ABSENCE		
3. DECLARATIONS OF INTEREST	To receive any declarations of interest from Members of the Council.	
4. CIVIC MAYOR'S ANNOUNCEMENTS	The Civic Mayor to make any appropriate announcements.	
5. COMMUNICATIONS OR ANNOUNCEMENTS	To receive any announcements or communications from the Chair of Council Business, the Executive Leader, Members of the Executive Cabinet or the Chief Executive.	
6. COUNCIL BIG CONVERSATION	To consider any questions submitted by Members of the public in accordance with Standing Orders 31.12 and 31.13.	
7. MEETINGS OF EXECUTIVE CABINET	To receive the minutes of the Meetings of the Executive Cabinet held on 22 April 2020, 27 May 2020 and 24 June 2020.	11 - 36
8. DEMOCRATIC PROCESSES WORKING GROUP	To consider the minutes of the meeting of the Democratic Processes Working Group held on 6 July 2020.	37 - 40
9. NOTICES OF MOTION	To consider the following motions:	
	Motion A in the name of Councillor Ryan:	
	That this Council notes –	
	<ul style="list-style-type: none"> • The heroic work of the NHS and other public services in fighting the Covid-19 pandemic; • In particular the astonishing commitment of Tameside Council's own key workers who have worked tirelessly since the start of the pandemic; • Councils across the country have been working alongside their local communities to lead the frontline response to the crisis and support local people; 	

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- At the beginning of the crisis, Tameside Council responded, at pace, to set up a new dedicated helpline for local people who needed help getting food, medicine, or financial support. The service has managed over 7,000 requests for help and supported more than 2,100 local residents in need of food or medicine so far;
- The commitment at the beginning of the crisis, from the Chancellor of the Exchequer, Rishi Sunak MP, was to do “whatever it takes” in response to the Covid-19 crisis;
- The funding received to date from central government to help deliver the Council’s response to the crisis, but also notes that this support is currently inadequate to meet the council’s on-going costs of Covid - not only now, but for the foreseeable future.

This Council further notes –

- Council workers are public service heroes. They keep our communities clean, look after those in need and have kept our borough running. Without the professionalism and dedication of our staff, the council services our residents rely on would not be deliverable.
- Since 2010, central government, has pursued an austerity agenda that has seen huge cuts to public services and forced Tameside to make almost £150m of savings;
- Despite central government cuts, Tameside Council has prioritised the protection of vital services that local people rely on and has tackled the issues that matter most to local people;
- The latest Local Government Association (LGA) analysis shows that local councils have lost £3.2bn in income from council tax and business rates, and from sales, fees and charges as result of the Covid-19 pandemic;
- The recent findings published by the LGA show that local councils require as much as £6bn more in central government funding to cover the costs of the Covid-19 pandemic through the course of this financial year.

This Council believes –

- The crisis has proven that local councils play a vital role in working with communities to provide services that residents rely on and the Government must listen to, and consult with, local government in developing its response to this crisis;
- That the Government must keep its promise to local councils to fully fund all costs related to the Covid-19 crisis. Local services cannot be expected to sustain any further cuts in funding especially following a decade of austerity, and cannot pay the price for this national crisis;
- Without additional emergency funding to make up the true losses sustained, central government will be forcing local councils to cut vital

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services which local people have relied on through this period.

This Council resolves –

- To continue to call on central government to keep its promise to fully fund the costs of responding to Covid-19, by urgently providing the full amount to local authorities needed to close the funding gap for this year;
- To call on the central government to provide sustained, adequate and fairly distributed funding to public services, including councils;
- Write to the Chancellor and Secretary of State for Housing, Communities and Local Government to also call for a pay increase for local government workers to be funded with new money from central government.
- To prioritise the safety of local people and continue to support those who need it.

Motion B in the name of Councillor Wills

That this Council recognises that the Domestic Abuse Bill has finally reached Parliament almost three years after it was first promised, passing its stages in the House of Commons on Monday 6 July. This legislation is welcome and urgently needed, but will only be effective if it is underpinned by sustainable funding for specialist services. The next stages of debate for this bill are crucial.

This Council notes that:

- The police in England and Wales have recorded a 8% increase in domestic abuse compared with the same period last year;
- Complexity of casework and demand for help has risen significantly for national helplines and online support services;
- Services are reporting that casework is becoming increasingly complex, and digital inequality creates a significant barrier for people to access support remotely;
- According to the online project *Counting Dead Women*, since lockdown began on 23 March 2020 26 women (and two young children) have been killed by men and details about the killings of a further seven women are also expected.
- Over the course of the Covid-19 pandemic Women's Aid have seen surging numbers of emergency calls to helplines – with rises of anything between 25 and 300 per cent, dramatic increases in internet searches for support for those affected by domestic violence, and higher numbers of domestic homicides. These are extremely disturbing trends, which must not be ignored.

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The Council further notes:

- Children who live with domestic abuse are victims too.
- The causes and effects of domestic abuse are numerous and significant. Across Tameside there are a range of organisations that work directly or indirectly with residents affected by domestic abuse.
- The Office of National Statistics states that whilst 2 million adults aged 16-59 experienced domestic abuse last year, 1.6 million of these are women. Almost one in three women will experience domestic abuse in their lifetime, and two women a week are killed by a current or former partner.
- The recent changes made to the legislation, which includes the recognition that children are victims in the statutory definition of domestic abuse; access to special measures, such as separate waiting rooms and screens, to protect survivors in family and civil courts as well as the criminal court and the ban on consent to 'rough sex' being used as a defence in murder cases.
- However, it remains disappointed by the lack of government commitment to guarantee equal protection and support for migrant women and deliver all of the changes survivors need. The legislation currently lacks support for migrant women – who face insurmountable barriers to escaping domestic abuse and are routinely denied their rights to safety and support.
- The previous government/s have promised this would be a 'landmark moment' for victim-survivors of domestic abuse, and a vital piece of legislation, which would change the lives of the estimated 2 million people a year who are subjected to abuse.

This Council resolves:

- To call upon the government to ensure that the prevention of domestic violence is a top priority for over the duration of this Parliament upon the passage of the bill;
- While the Bill is welcomed as a first step, Tameside Council believes the safety of people suffering domestic abuse must be made an economic priority.
- At a local level, continue to support throughout the Covid 19 pandemic and beyond, our residents, their families and communities to live a healthy life, free from abuse and violence;
- We will continue to do this by reducing the impact of domestic abuse on the population of Tameside through prevention, early intervention, response and support.
- To work in partnership with Greater Manchester Combined Authority and our partners to ensure an effective, evidence based response to perpetrators through conviction and management of offenders, including rehabilitation and behavioural change programmes.

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10. QUESTIONS

To answer questions (if any) asked under Standing Order 17.2, for which due notice has been given by a Member of the Council.

11. URGENT ITEMS

To consider any other items which the Chair of Council Business (or other person presiding) is of the opinion shall be dealt with as a matter of urgency.

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Agenda Item 1

COUNCIL

26 May 2020

Commenced: 5.00pm

Terminated: 5.20pm

Present: Councillors Affleck, Alam, Billington, Bowden, Bowerman, Boyle, Bray, Cartey, Chadwick, Choksi, Cooney, Cooper, Dickinson, Drennan, Fairfoull, Feeley, J Fitzpatrick, P Fitzpatrick, Glover, Gosling, Gwynne, A Holland, B Holland, Hollinshead, S Homer, Huntbach, Jackson, Jones, Kitchen (Chair), Lane, Lewis, Martin, McNally, Mills, Naylor, Newton, Owen, Patrick, Pearce, Quinn, Reid, Ricci, Robinson, Ryan, Sharif, Sidebottom, M Smith, T Smith, Sweeton, Taylor, Ward, Warrington, R Welsh, and Wills

Apologies for Councillors J Homer and Wild

Absence:

(Councillor Kitchen, Chair of Council Business, in the Chair)

1. INTRODUCTION

The Chair welcomed everyone to the first ever virtual meeting of Tameside Council. He explained that these extraordinary times had led to many changes in the way people lived their lives and how the Council carried out its business. In order to comply with social distancing guidance all Council meetings would be virtual until such time as it was possible to hold traditional meetings. The passing of the Coronavirus Act 2020 contained a clause, which allowed the Secretary of State to bring in new regulations regarding the proceedings of local authority meetings, those regulations had now been in place for some weeks. This change was necessary because the Local Government Act 1972 required elected members to be physically present at committee meetings and this could not be done with social distancing measures in place. In addition, to meet the requirements for public access, the meeting was webcast and streamed from the Tameside website.

The Chair further explained that he was pleased to say that Greater Manchester Pension Fund (administered by Tameside Metropolitan Borough Council) were the first in the Country to undertake a GMMPF Management Panel meeting virtually at the start of April and Tameside were one of the first Councils to undertake Speakers Panel Planning and of greater importance the Council had continued to uphold its governance arrangements, albeit virtually. He added that the first Scrutiny Panel meeting of the new Municipal Year would be undertaken virtually, at the beginning of June.

The Regulations also relaxed the requirements to hold a formal general meeting, which would normally follow elections. Accordingly, in the circumstances, a new Mayor and Deputy Mayor would be appointed and all other appointments would be rolled over as appropriate until such time as the Council were in a position to have a normal annual general meeting and to undertake the ceremonial part of the Mayor Making including thanking the outgoing Mayoral team properly for all their hard work and hearing about the highs of their year and the success of their charity work.

The Executive Leader thanked all who were looking after the nation in this time of need. She made particular reference to NHS workers on the front line, who had treated the sick, saved lives and tended for those who, sadly, could not be saved.

The Executive Leader further thanked the unseen and rarely recognised army of carers in care homes, the charity workers, all those who were looking after people in their local neighbourhood and communities, the workers who kept the country running, supermarket workers, delivery drivers, technicians, cleaners and public servants who provided the daily services everyone relied on.

Thanks were also expressed to each person who had stayed home to stop the virus from spreading, helping to protect the NHS, and to save lives.

The Executive Leader highlighted and recognised the work of the Council and school employees. In the efforts to protect the public, to use the workforce where it would do the most good and to follow government guidance, many had found themselves placed in unfamiliar roles and situations in the past three weeks. Nevertheless, they had continued to carry out their assigned tasks with diligence and professionalism. She added that the next few months were likely to continue to present huge challenge and that everything possible would be done to support employees and the Tameside community.

The Executive Leader stressed the importance of following Public Health guidance on social distancing and self-isolation in the continuing fight against the virus and supporting the NHS, as this was key to stopping the spread.

In terms of the future, recovery from the pandemic would be a part of life for all residents and communities of Tameside, either in terms of dealing with direct consequences of loss and impact on livelihood, or through indirect consequences of socio-economic disruption and reform. Recovery from COVID-19 would become part of core business for many, if not all organisations.

The economic impact on the Borough would be significant and far reaching and local businesses would continue to be supported as they looked to recover from lockdown.

Whilst loss and adverse impacts would be most evident, there would also be opportunities to build back better and learn from the current crisis. The positive responses seen to the crisis, for example an increase in walking, and improvement in air quality as well as the huge community response, needed to be captured to ensure that in ‘building back better’ tackling inequalities ran through the whole of the recovery work. It must be fairer, leading to better jobs and greater prosperity for all, and avoiding creating new types of inequality or increasing existing disadvantages. The recovery from the 2008 financial crisis included some of the fastest growth in carbon emissions recorded.

The Executive Leader concluded by stating that the crisis had shown that some roles which were crucial to the functioning of the economy and society were being significantly undervalued (e.g. in social care, food retail) and this needed to be addressed in the recovery.

2. ELECTION OF CIVIC MAYOR

It was moved by Councillor Warrington and seconded by Councillor Fairfoull that Councillor Janet Cooper be elected as Civic Mayor for 2020/21 Municipal Year and Councillor Michael Glover be appointed as Deputy Mayor for the 2020/21 Municipal Year.

RESOLVED

That Councillor Janet Cooper be hereby elected Civic Mayor of the Metropolitan Borough of Tameside for the Municipal Year 2020/21 and Councillor Michael Glover be hereby appointed Deputy Mayor of the Metropolitan Borough of Tameside for the Municipal Year 2020/21

3. DECLARATION OF INTEREST

There were no declarations of interest submitted by Members.

4. APPOINTMENTS OF EXECUTIVE CABINET, PANELS, THE STANDARDS COMMITTEE, OUTSIDE BODIES AND OPPOSITION SPOKESPERSONS

It was moved by Councillor Warrington and seconded by Councillor Fairfoull that appointments for the Municipal Year 2020/21, as detailed in the report, be approved.

It was noted that the appointments had been rolled over from last year in the interests of expediency until such time as an appropriate AGM could be held pursuant to the Coronavirus Act 2000 and regulations made thereunder, except to reflect changes required to reflect retirement of Councillors and changes in GMCA appointments

RESOLVED

That the appointments to the Executive Cabinet, Panels, Standards Committee, Outside Bodies and Opposition Spokespersons for the Municipal Year 2020/21 be approved and adopted as set out in Appendix A to these minutes.

5. URGENT ITEMS

There were no urgent items of business for consideration at this meeting.

CHAIR

APPENDIX A

APPOINTMENT OF EXECUTIVE CABINET, PANELS, DISTRICT ASSEMBLIES, STANDARDS COMMITTEE, INDEPENDENT REMUNERATION PANEL AND OPPOSITION SPOKESPERSON FOR 2020/21

THE CABINET

Executive Leader	Councillor Warrington
Deputy Executive Leader (Children and Families)	Councillor Fairfoull
<u>Executive Members</u>	
Finance and Economic Growth	Councillor Ryan
Health, Social Care and Population Health	Councillor Wills
Housing, Planning and Employment	Councillor Cooney
Lifelong Learning, Equalities, Culture and Heritage	Councillor Feeley
Neighbourhoods, Community Safety & Environment	Councillor Gwynne
Transport and Connectivity	Councillor Bray
<u>Lead Member</u>	
Chair of Council Business	Councillor Kitchen
Assistant Executive Member	Support to Executive Cabinet Member
Cllr Dolores Lewis	Cllr Eleanor Wills
Cllr Janet Cooper	Cllr Bill Fairfoull
Cllr Mike Smith	Cllr Leanne Feeley
Cllr Barrie Holland	Cllr Warren Bray
Cllr Laura Boyle	Cllr Allison Gwynne
Cllr Claire Reid	Cllr Ged Cooney
Cllr George Newton	Executive Leader
Cllr Jack Homer	Cllr Oliver Ryan
Assistant Executive Member	Additional responsibilities
Cllr Dolores Lewis	Tameside Cooperative Councils
Cllr Janet Cooper	Early Years and Equalities
Cllr Mike Smith	Crime Prevention
Cllr Barrie Holland	Green Travel & Connectivity
Cllr Laura Boyle	Green Tameside
Cllr Jack Homer	Housing and Employment
Cllr George Newton	Policy and Communications
Cllr Claire Reid	Planning and Civic Design

OPPOSITION SPOKESPERSONS

<u>Shadow Brief</u>	<u>Spokesperson</u>
Executive Leader	Councillor Dickinson
Deputy Executive Leader	Councillor Welsh
Children and Families	Councillor Welsh

Finance and Economic Growth	Councillor Billington
Health, Social Care and Population Health	Councillor Patrick
Housing, Planning and Employment	Councillor Dickinson
Lifelong Learning, Equalities, Culture and Heritage	Councillor Patrick
Neighbourhoods, Community Safety and Environment	Councillor Chadwick
Transport and Connectivity	Councillor Billington

Strategic Neighbourhood Forums	
North (Ashton Hurst, Ashton St Michael's, Ashton Waterloo, St Peters)	Councilor Bowerman (Chair); Councillor Sidebottom (Vice-Chair), Councillors Bray, Cartey, Choksi, Drennan, Fairfoull, Glover, Hollinshead, Huntbach, Lewis, McNally
South (Hyde Godley, Hyde Newton, Hyde Werneth, Longdendale)	Councillor P. Fitzpatrick (Chair), Councillor Robinson (Vice-Chair), Councillors Affleck, Alam, Bowden Chadwick, Cooper, J. Fitzpatrick, Kitchen, Owen, Welsh
East (Dukinfield, Dukinfield/Stalybridge, Mossley, Stalybridge North, Stalybridge South)	Councillor Pearce (Chair), Councillor Sharif (Vice-Chair), Councillors Billington, Dickinson, Feeley, Gosling, J. Homer, S. Homer, Jackson, J. Lane, Patrick, Sweeton, Taylor, Wild, Wills
West Audenshaw, Denton North East, Denton South, Denton West, Droylsden East, Droylsden West	Councillor Ward (Chair), Councillor A. Holland (Vice-Chair), Councillors Boyle, Cooney, Gwynne, B. Holland, Jones, Martin, Mills, Naylor, Newton, Quinn, Reid, Ricci, Ryan, M. Smith, T. Smith, Warrington

SPEAKERS PANEL (PLANNING)

12 Members (Labour 11: Conservative 1)

Labour	
1.	Councillor McNally (Chair)
2.	Councillor Wild (Deputy)
3.	Councillor Choksi
4.	Councillor Glover
5.	Councillor Gosling
6.	Councillor Jones
7.	Councillor Lewis
8.	Councillor Naylor
9.	Councillor Owen
10.	Councillor Ricci
11.	Councillor Ward
Conservative	
12.	Councillor Dickinson

SPEAKERS PANEL (LIQUOR LICENSING)

10 Members (Labour 9: Conservative 1)

Labour	
1.	Councillor Sweeton (Chair)
2.	Councillor Bowden (Deputy)
3.	Councillor Affleck
4.	Councillor Bowerman
5.	Councillor Cartey
6.	Councillor Martin
7.	Councillor Naylor
8.	Councillor Quinn
9.	Councillor Wild
Conservative	
10.	Councillor Welsh

SPEAKERS PANEL (LICENSING)

12 Members (Labour 11: Conservative 1)

Labour	
1.	Councillor Drennan (Chair)
2.	Councillor Gosling (Deputy)
3.	Councillor J. Homer
4.	Councillor S. Homer
5.	Councillor J. Lane
6.	Councillor McNally
7.	Councillor Quinn
8.	Councillor Sharif
9.	Councillor Sidebottom
10.	Councillor Taylor
11.	Councillor Ward
Conservative	
12.	Councillor Chadwick

OVERVIEW PANEL

12 Members (Labour 11: Conservative 1)

Labour	
1.	Councillor Ricci (Chair)
2.	Councillor Cartey (Deputy)
3.	Councillor Cooper
4.	Councillor Fairfoull
5.	Councillor J. Fitzpatrick
6.	Councillor Glover
7.	Councillor J. Homer
8.	Councillor Kitchen
9.	Councillor Ryan
10.	Councillor T. Smith
11.	Councillor Warrington
Conservative	
12.	Councillor Welsh

SPEAKERS PANEL (EMPLOYMENT APPEALS)

5 Members (Labour 4: Conservative 1)

Labour	
1.	Chair of Council
2.	Relevant Executive Member for employee
3.	Deputy Executive Leader
4.	Assistant Executive Member (Housing, Planning and Employment)
Conservative	
5.	Councillor Dickinson

AUDIT PANEL

8 Members (Labour 7: Conservative 1)

Labour	
1.	Councillor Ricci (Chair)
2.	Councillor Cartey (Deputy)
3.	Councillor Fairfoull
4.	Councillor J. Fitzpatrick
5.	Councillor J. Homer
6.	Councillor Kitchen
7.	Councillor Ryan
Conservative	
8.	Councillor Dickinson

STRATEGIC PLANNING AND CAPITAL MONITORING PANEL

9 Members (Labour 8: Conservative 1)

Labour	
1.	Councillor Warrington (Chair)
2.	Councillor Cooney
3.	Councillor Fairfoull
4.	Councillor Feeley
5.	Councillor McNally
6.	Councillor Newton
7.	Councillor Reid
8.	Councillor Ryan
Conservative	
9.	Councillor Dickinson

CARBON AND WASTE REDUCTION PANEL

11 Members (Labour 10: Conservative 1)

Labour	
1.	Councillor Boyle (Chair)
2.	Councillor Affleck
3.	Councillor Cooper
4.	Councillor Gosling
5.	Councillor B. Holland
6.	Councillor Jones
7.	Councillor J. Lane
8.	Councillor Mills
9.	Councillor Pearce
10.	Councillor Taylor
Conservative	
11.	Councillor Patrick

HEALTH AND WELLBEING BOARD

4 Executive Members

Labour	
1.	Executive Leader (Chair)
2.	Deputy Executive Leader (Children and Families)
3.	Executive Member (Housing, Planning and Employment)
4.	Executive Member (Adult Social Care and Health)

STRATEGIC COMMISSIONING BOARD

8 Executive Members

Labour	
1.	Executive Leader (Chair)
2.	Deputy Executive Leader (Children and Families)
3.	Executive Member (Finance and Economic Growth)
4.	Executive Member (Adult Social Care and Health)
5.	Executive Member (Housing, Planning and Employment)
6.	Executive Member (Lifelong Learning, Equalities, Culture and Heritage)
7.	Executive Member (Neighbourhoods, Community Safety and Environment)
8.	Executive Member (Transport and Connectivity)

DEMOCRATIC PROCESSES WORKING GROUP

11 Members (Labour 10: Conservative 1)

Labour	
1.	Councillor Cooney (Chair)
2.	Councillor Fairfoull
3.	Councillor Feeley
4.	Councillor J. Fitzpatrick
5.	Councillor Kitchen
6.	Councillor Reid
7.	Councillor Ryan
8.	Councillor M. Smith
9.	Councillor Ward
10.	Councillor Warrington
Conservative	
11.	Councillor Billington

EDUCATION**ATTAINMENT****IMPROVEMENT BOARD**

6 Members (Labour 5: Conservative 1)

Labour	
1.	Councillor Feeley (Chair)
2.	Councillor Boyle
3.	Councillor Cooper
4.	Councillor Fairfoull
5.	Councillor M. Smith
Conservative	
6.	Councillor Patrick

PLACE AND EXTERNAL RELATIONS**SCRUTINY PANEL**

20 Members (Labour 18: Conservative 2)

Labour	
1.	Councillor Glover (Chair)
2.	Councillor Mills (Deputy)
3.	Councillor Alam
4.	Councillor Bowden
5.	Councillor Bowerman
6.	Councillor Choksi
7.	Councillor P. Fitzpatrick
8.	Councillor Hollinshead
9.	Councillor A. Holland
10.	Councillor J Fitzpatrick
11.	Councillor Jones
12.	Councillor Lewis
13.	Councillor Naylor
14.	Councillor Pearce
15.	Councillor Robinson
16.	Councillor Sharif
17.	Councillor Sidebottom
18.	Councillor Sweeton
Conservative	
19.	Councillor Billington
20.	Councillor Chadwick

INTEGRATED CARE AND WELLBEING**SCRUTINY PANEL**

15 Members (Labour 13: Conservative 2)

Labour	
1.	Councillor T. Smith (Chair)
2.	Councillor S. Homer (Deputy)
3.	Councillor Affleck
4.	Councillor Alam
5.	Councillor Boyle
6.	Councillor Cooper
7.	Councillor Drennan
8.	Councillor Gosling
9.	Councillor Jackson
10.	Councillor Martin
11.	Councillor Mills
12.	Councillor Owen
13.	Councillor Wild
Conservative	
14.	Councillor Patrick
15.	Councillor Welsh

STANDARDS COMMITTEE*Allowance will only be payable to Independent Person and Deputy Independent Person)***Chair** Valerie Bracken (Independent)

Mrs J Barnes (Independent) together with Councillors Boyle, Dickinson, McNally, Ricci and M. Smith and Parish Councillor Stimson (substitute Parish Councillor S Homer)

INDEPENDENT REMUNERATION PANEL

Subject to review

OUTSIDE BODY APPOINTMENTS

Other than the following bodies any other appointment will be made by the Executive Leader following a recommendation by the relevant Executive Member for example: Citizens Advice Bureau, Ring & Ride Steering Group

GM Combined Authority	Executive Leader Substitute: Deputy Executive Leader
AGMA Executive Board	Executive Leader Substitute: Deputy Executive Leader
Police and Crime Panel	Councillor Gwynne
GM Planning and Housing Commission	Executive Member (Housing, Planning and Employment)
Combined Authority Scrutiny Committee	Councillor Glover Councillor T. Smith Councillor S. Homer Councillor Pearce Councillor Billington Councillor Welsh
GM Health Scrutiny Panel	Councillor S. Homer Substitute: Councillor T. Smith
GM Health and Social Care Strategic Partnership Board	Executive Leader Deputy Executive Leader (substitute)
GM Joint Health Commissioning Board	Councillor Warrington
GM Reform Committee	Deputy Executive Leader
Greater Manchester Pension Fund	Councillor Warrington (Chair) Councillor Cooney (Deputy Vice-Chair) Councillor M. Smith (Vice-Chair) Councillor Drennan Councillor J. Fitzpatrick Councillor J. Homer Councillor Newton Councillor Patrick Councillor Ricci Councillor Sharif Councillor Ward Councillor Wills Councillor Ryan (Observer) Councillor Pantall (Observer)
Local Pensions Board	Employer Reps: Councillor Fairfoull (Chair) R Paver J Hammond Councillor Cooper P Taylor Scheme Member Reps: M Rayner D Schofield
Pension Fund Working Groups:	
Administration Employer Funding Viability	Chair: Councillor M. Smith
Investment Monitoring and ESG	Chair: Councillor Cooney
Policy and Development	Chair: Councillor Warrington
Transport for Greater Manchester Committee	Executive Member for Transport and Connectivity

GM Waste & Recycling Committee	Councillor Gwynne Councillor Boyle
AGMA Statutory Functions Committee	Relevant Executive Member or nominee
GM Culture & Social Impact Fund Cttee	Councillor Feeley Sub- Councillor M. Smith

Agenda Item 7

EXECUTIVE CABINET

22 April 2020

Comm: 2.00pm

Term: 2.40pm

Present:	Councillors Warrington (Chair), Bray, Cooney, Fairfoull, Feeley, Gwynne, Kitchen, Ryan, Wills
In Attendance:	Dr Ashwin Ramachandra Co-Chair of NHS CCG Tameside & Glossop CCG
	Dr Asad Ali Co-Chair of NHS CCG Tameside & Glossop CCG
	Steven Pleasant Chief Executive & Accountable Officer
	Sandra Stewart Director of Governance and Pensions
	Kathy Roe Director of Finance
	Jess Williams Director of Commissioning
	Ian Saxon Director of Operations & Neighbourhoods
	Jayne Traverse Director of Growth
	Tom Wilkinson Assistant Director of Finance

128 CHAIR'S OPENING REMARKS

The Chair welcomed everyone to the meeting in the most unusual of circumstances and explained that, in order to comply with social distancing guidance, the meeting was virtual. She further explained that the passing of the Coronavirus Act 2020 contained a clause which allowed the Secretary of State to bring in new regulation regarding the proceedings of local authority meetings. The change was necessary because the Local Government Act 1972 previously required elected members to be physically present at committee meetings.

The Chair paid tribute to all NHS workers and support staff in Tameside and Glossop. The fight against coronavirus was one of the gravest in living memory, and these men and women were in the frontline. She further thanked all the key workers who were keeping the country running.

The Chair also highlighted and recognised the work of council employees, many of whom had found themselves placed in unfamiliar roles and situations over recent weeks. Nevertheless, they continued to carry out their assigned tasks with diligence and professionalism.

The Chair further noted the incredible work of community groups and individuals in supporting others who were self-isolating.

She urged everyone to follow the Public Health guidance on social distancing and self-isolation as they were key to stopping the spread.

The Chair concluded by thanking everyone leading the fight against COVID-19 (coronavirus).

129 DECLARATIONS OF INTEREST

There were no declarations of interest received from Members.

130 MINUTES OF EXECUTIVE CABINET

RESOLVED

That the Minutes of the meeting of the Executive Cabinet meeting held on 25 March 2020 be approved as a correct record.

131 MINUTES OF STRATEGIC COMMISSIONING BOARD

RESOLVED

That the Minutes of the meeting of the Strategic Commissioning Board held on 25 March 2020 be noted.

132 MINUTES OF THE COVID RESPONSE BOARD

RESOLVED

That the Minutes of the meetings of the COVID Response Board held on: 1 April, 8 April and 15 April 2020, be noted.

133 MINUTES OF THE CARBON AND WASTE REDUCTION PANEL

RESOVLED

That the Minutes of the meeting of the Carbon and Waste Reduction Panel held on 11 March 2020, be noted.

134 RESPONSE TO COVID-19 PANDEMIC

Consideration was given to a report of the Executive Leader / CCG Chairs / Chief Executive / Accountable Officer providing Executive Cabinet with an update on the COVID-19 pandemic and the work that was being undertaken with partners to address the challenges faced. In addition, the report provided a steer as to how ordinary business of the Council would be undertaken over the coming weeks and months ahead.

It was noted that the content of the report was based on circumstances that were changing frequently and therefore submission immediately prior to publication was appropriate, and many areas were likely to become superseded by new information on an ongoing basis.

RESOLVED

That the content of the report be noted and the way forward, as set out in the report, be approved.

135 INITIAL ASSESSMENT OF THE FINANCIAL RISKS AND IMPACT OF THE COVID 19 PANDEMIC

The Director of Finance submitted a report providing an update on the currently known financial risks of the COVID-19 pandemic and the actions the Strategic Commission was taking and needed to take to manage its way through the crisis.

It was explained that the Council set its 2020/21 budget on 25 February 2020 and the CCG followed soon after once the financial planning guidance had been received and fully clarified. Both organisations' budgets were set before the scale of the COVID-19 pandemic was known. The budgets were set against a background of the Council struggling to contain its costs in relation to Children's Services and the recognition that it needed to invest in the growth of the borough; and the CCG having to deliver a £12.5m QIPP target whilst managing an underlying financial deficit of £9m.

It was clear from the outbreak of COVID-19 in the UK the significant impact it was having on the Council and CCG being able to maintain existing key services, cope with the additional demands placed on it because of the virus, and deal with staffing shortfalls due to self- isolation, it was placing a huge strain on services already under pressure following years of austerity. The

Strategic Commission was already facing a number of key financial risks prior to the COVID-19 crisis but the risk environment had now significantly deteriorated further.

Key risks already in the budget and new financial risks caused by COVID-19 were detailed and discussed, including specific risks identified to date for the Council, as follows:

- Investment Income;
- Income from Trading;
- Council Tax Collection;
- Business Rates Income;
- Looked After Children – Placements Budgets;
- Education;
- Active Tameside;
- Adult Social Care;
- Non delivery/delay of planned savings; and
- Pensions Guarantor for Admitted Bodies.

In respect of Government funding, it was reported that the Government had announced direct support to Local Government in the form of a £2.9bn announcement to be paid in the new financial year. This was split into two parts:

- a) £1.6bn – unringfenced grant (Tameside to receive £7.675m) to cover costs such as:
 - i. Increased demand and costs of adult social care
 - ii. Increased demand and costs of providing children's social acre
 - iii. Additional support for homeless and rough sleepers
 - iv. Support those at higher risk of illness from COVID 19
 - v. Meeting pressures across other services including reduction in income
- b) £1.3bn – to the NHS via CCGs to support enhanced discharge arrangements. This would include providing free out-of-hospital care and support to people discharged from hospital or who would otherwise be admitted into it, for a limited time. This would remove barriers to discharge and transfer between health and social care, and get people out of hospital quicker and back into their homes, community settings or care settings.

There had been no direct allocations announced yet, but if allocated in a similar way to the £1.6bn, Tameside and Glossop CCG would expect to receive around £6.2m. The guidance at this stage suggested that this would be for community services and not for acute providers, who would be supported separately. The method of receiving this funding was equally unclear at this stage and clarity was being sought.

This initial funding support, whilst welcomed was insufficient to cover the costs and loss of income that was already known from the Covid-19 closedown.

With regard to supporting businesses, it was explained that, in the rapidly changing situation there were a number of guidance notes from central Government. The Council had moved to immediate payment of its suppliers on the receipt of valid invoices. The CCG routinely paid immediately on presentation of a validated invoice so there was minimal detrimental impact on suppliers.

In respect of next steps, the report concluded that many services would already be facing additional costs as they enacted their business continuity plans. With most people who could already work from home now doing so, additional IT resilience had been put in place with quick upgrades to capacity and other technological solutions to ensure all staff could work from home wherever possible.

In the short term most services had reprioritised and covered gaps, but as the pandemic grew this would become less sustainable and it was likely that additional resources would be required.

It was acknowledged that, whilst these were unprecedented times and actions often needed to be taken quickly, this was the largest financial risk ever faced collectively by the Strategic Commission and it was important that control of the finances was retained in order to maximise the impact and value from every pound of spending and minimise the financial impact whilst supporting the most vulnerable.

The financial pressures and risks would fall into 4 main areas:

- a) New Costs as a direct result of the COVID 19 pandemic – such as purchase of PPE, IT upgrades, etc;
- b) Additional demand into existing systems and the pressure on prices we have to pay;
- c) Loss of income due to the lockdown and social isolation measures; and
- d) The delay to the delivery of savings plans – thus impacting on the longer term financial position.

Each Directorate had a new COVID–19 cost centre set up for it to capture the direct new costs of the pandemic. All new spending decisions needed to be recorded so that members and the public were sighted as to the decisions that had been made. Directorates were urged to work closely with their finance teams to assess the requirements and impacts on funding. Financial Management were maintaining a record of the additional burden caused by the COVID19 crisis, and it was expected that Directorates worked with Finance to ascertain these costs and pressures.

The additional funding would be pooled and held centrally for the use of the Strategic Commission with decisions to allocate made speedily.

There would also be some expenditure that would not be incurred as a virtue of the crisis, for example, events had been cancelled, staff mileage and travel costs were likely to be lower, less printing would be incurred, training courses would not be taking place, less may be spent on home to school transport etc. It was important that these be captured and centralised alongside the central government funding, so all resources could be mobilised to deal with the crisis.

RESOLVED

- (i) **That the report be noted;**
- (ii) **The approach for approving additional spending and reporting on the financial impacts of business as usual services on the in-year and on- going financial position of the Council and CCG, as set out in the report, be agreed; and**
- (iii) **That the request by Manchester Airport to defer the payment of the bond coupon interest of £1.084m, be accepted.**

136 MONTH 11 INTEGRATED REVENUE MONITORING REPORT

Consideration was given to a report of the Executive Member, Finance and Economic Growth / CCG Chair / Director of Finance providing an overview on the financial position of the Tameside and Glossop economy in 2019/20. For the year to 31 March 2020 the report forecast that service expenditure would exceed the approved budget in a number of areas, due to a combination of cost pressures, shortfalls in income and non-delivery of savings.

It was explained that for the 2019/20 financial year, the Integrated Commissioning Fund was forecast to spend £619.050 million, against an approved net budget of £619.022 million. The small forecast overspend of £0.28 million was an improvement of £0.09 million since period 10. The improved position this month was due to better than expected planning fee income.

However, there remained a number of key overspends which placed pressure on future year budgets. Further detail on the economy wide position was included in an Appendix to the report.

RESOLVED

- (i) That the significant level of savings required during 2019/20 to deliver a balanced recurrent economy budget together with the related risks, which are contributing to the overall adverse forecast, be acknowledged; and
- (ii) That the significant financial pressures facing the Strategic Commission, particularly in respect of Children's Social Care, be acknowledged;

137 TAMESIDE AND GLOSSOP STRATEGIC COMMISSION – INTEGRATED COMMISSIONING FUND 2020/21 AND REVISED RISK SHARE AGREEMENT

The Executive Member, Finance and Economic Growth / CCG Chair / Director of Finance submitted a report providing a summary of the 2020/21 revenue budget allocations of the Tameside and Glossop Integrated Commissioning Fund (ICF) together with updated risk share arrangements. The ICF would be stringently monitored and reported to Members via monthly consolidated revenue monitoring reports during 2020/21.

RESOLVED

- (i) That the 2020/21 revenue budget allocations for the Integrated Commissioning Fund be noted;
- (ii). That the extension of the £10m risk share agreement for 2020/21 to 2023/24 as detailed in section 4 of the report, be approved;
- (iii). That the five year forecasts and projected funding gap for the Strategic Commission be noted; and
- (iv). That it be noted that Tameside Council will continue to be the host organisation for the Section 75 pooled fund agreement.

138 HARTSHEAD PIKE REPAIRS

Consideration was given to a report of the Executive Member, Finance and Economic Growth / Director of Growth explaining that Hartshead Pike was in need of urgent repair for reasons of Health and Safety and to preserve the heritage asset. The report outlined the scope of the repair works and sought approval to proceed with the cost being met from the 2020/21 approved Capital Programme. Longer term (5 years +), the tower would require more fundamental restoration. The proposed restoration scheme would be the subject of future reports.

RESOLVED

That approval be given to proceed with essential repair works to Hartshead Pike at a cost of £0.061 million to be funded from the 2020/21 Capital Programme Statutory Compliance Budget.

139 EXEMPT ITEM

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 Paragraphs 3 of Part 1 of Schedule 12A of the Act and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, because disclosure of the information would prejudice the Council's commercial interests.

140 MANCHESTER AIRPORT

The Director of Finance submitted a report explaining that the economic impact of COVID-19 has had a rapid and severe impact on the aviation industry, including Manchester Airport, which played a critical role in the local GM economy. The report considered the urgent requirement to support the financial position of the Manchester Airport Group (“MAG”, “the Airport”) as a result of the global pandemic COVID-19. Failure to provide the Airport with a significant financial investment would have far-reaching consequences across all GM authorities. The report set out a proposed financial investment into the MAG of companies in order to provide financial stability and ensure it was best-placed to react and rebuild business operations as Covid-19 restrictions were lifted. Details were given of risks to the Council’s equity holdings in Manchester Airport Group, and the proposed actions to protect its investment for the Council together with the other nine Greater Manchester authorities to invest.

RESOLVED

- (i) That, in accordance with paragraph 18 of Part 4, Access to Information Procedure Rules and paragraph 14 of Part 4, Scrutiny Procedure Rules of the Council’s constitution, and having consulted with and/or obtained the agreement of the relevant statutory officers and elected members, this matter be approved as urgent, in that any delay caused by the key decision and call-in processes, would seriously prejudice the legal or financial position of the Council or the interests of the residents of Tameside and exempt the above;
- (ii) That the proposed arrangements to provide investment by way of new shareholder loans to the Manchester Airport Group alongside the other shareholders (the other nine GM councils and IFM), be approved;
- (iii) That the increase in the capital budget [of up to £12.95 million] to be funded through prudential borrowing, be approved;
- (iv) That the Council entering into a legally binding letter of commitment alongside the other nine GM councils and IFM be approved;
- (v) That delegated authority be given to the Chief Executive in consultation with the Director of Finance, Director of Governance & Pensions and Executive Leader to negotiate and finalise the funding package including the Tameside (“Council”) shareholder loan as outlined in the body of this report together with any other necessary ancillary documents or agreements to effect the transaction,
- (vi) That delegated authority be given to the Chief Executive, Director of Finance, and Director of Governance & Pensions to approve the detailed arrangements for, and terms of, the shareholder loans and associated documents;
- (vii) That delegated authority be given to the Director of Finance to approve the detailed accounting arrangements for the loan, including the classification between revenue and capital; and
- (viii) That delegated authority be given to the Director of Governance & Pensions to authorise the execution and completion of the Shareholder Loan documentation (and any other necessary ancillary documents or agreements) to put into effect the above recommendations and the proposals.

141 URGENT ITEMS

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

CHAIR

EXECUTIVE CABINET

27 May 2020

Comm: 1.50pm

Term: 2.20pm

Present:	Councillors Warrington (Chair), Bray, Cooney, Fairfoull, Feeley, Gwynne, Kitchen, Ryan, Wills
In Attendance:	Dr Ashwin Ramachandra Co-Chair of NHS CCG Tameside & Glossop CCG
	Dr Asad Ali Co-Chair of NHS CCG Tameside & Glossop CCG
	Steven Pleasant Chief Executive & Accountable Officer
	Sandra Stewart Director of Governance and Pensions
	Steph Butterworth Director of Adults Services
	Ian Saxon Director of Operations & Neighbourhoods
	Richard Hancock Director of Children's Services
	Jayne Traverse Director of Growth
	Jeanelle De Gruchy Director of Population Health
	Sarah Threlfall Assistant Director, Policy, Performance & Communications
	Simon Brunet Head of Policy, Performance & Intelligence

1. DECLARATIONS OF INTEREST

There were no declarations of interest received from Members.

2. MINUTES OF EXECUTIVE CABINET

RESOLVED

That the Minutes of the meeting of the Executive Cabinet meeting held on 22 April 2020 be approved as a correct record.

3. MINUTES OF STRATEGIC COMMISSIONING BOARD

RESOLVED

That the Minutes of the meeting of the Strategic Commissioning Board held on 22 April 2020 be noted.

4. MINUTES OF THE COVID RESPONSE BOARD

RESOLVED

That the Minutes of the meetings of the COVID Response Board held on: 29 April, 6 May and 13 May 2020, be noted.

5. FINANCE REPORT – OUTTURN 2019/20 AND 2020/21 FORWARD LOOK

Consideration was given to a report of the Executive Member, Finance and Economic Growth / CCG Chair / Director of Finance, providing details of:

- Consolidated 2019/20 Revenue Monitoring Statement at 31 March 2020;
- Capital Programme Outturn Report 2019/20; and

- Forward Look 2020/21 Financial Position

It was reported that, for the 2019/20 financial year the Integrated Commissioning Fund had spent £619,675K, against a net budget of £619,662k. Further details were given in Appendix 1 to the report. It was explained that the small overspend of £13K on Council budgets would be met from general reserves. Delivery of the budget had only been possible as a result of several significant non recurrent financial interventions, including one-off savings and additional one-off income, and a planned use of £9.3m of Council Reserves. It was noted that significant overspends were included in the overall position across a number of service areas, including Children's Services, which had spent £8.4m in excess of budget. This and other pressures would continue into 2020/21.

The Capital Programme Outturn for 2019/20 was provided in Appendix 2 to the report and provided a forward look to the financing of the 2020/21 Programme. It was explained that the existing 2020/21 programme was dependent on the realisation of planned capital receipts. The current and forecast economic conditions meant there was an increased risk that capital receipts may not be achieved or that values were diminished. If additional capital receipts could not be realised, there was a risk that the Capital Programme was not financially sustainable.

An initial forward look at the financial position for 2020/21 was provided in Appendix 3 to the report, taking account of the potential impacts of COVID-19 and the underlying financial pressures within the 2019/20 outturn position. Members were informed that the Strategic Commission entered 2020/21 with an existing budget gap which increased significantly over the next five years. Initial modelling of the expenditure and income pressures arising from COVID-19, both in 20/21 and future years, suggested that the Strategic Commission faced significant questions about financial sustainability, particularly for Council budgets.

RESOLVED

- (i) That the overall outturn position for 2019/20 as set out in Appendix 1 to the report, be noted. Whilst the overall position for 2019/20 is in line with budget, this includes several significant one-off savings and additional income sources. The budget was also set assuming the use of £9.3m of Council Reserves;
- (ii) That the Capital outturn position and financing for 2019/20, and the capital financing risks for 20/21 and beyond as set out in Appendix 2 to the report, be noted;
- (iii) That the re-profiling of £5.344m of Capital Budgets to reflect up to date investment profiles, be approved;
- (iv) That the updated Prudential Indicator position, which was approved by Council in February 2019, be approved;
- (v) That the budget virement of £178k to Vision Tameside from Vision Tameside Public Realm, be approved;
- (vi) That approval be given for the reprioritisation of corporate funded capital budget of £110k for Godley Green be returned to the funding pot following approval of the £10m from Homes England; and
- (vii) That the potential financial scenarios and risks for 2020/21 and beyond as set out in part 3 and Appendix 3 to the report, be noted.

6. HUMANITARIAN HUB

The Executive Leader / Director of Governance and Pensions / Assistant Director, Policy, Performance and Communications, submitted a report outlining all the current support provided by the Humanitarian Hub to vulnerable local residents, which was established in response to the Covid-19 pandemic outbreak. It identified that the Hub's operations had already evolved due to Covid-19 being a fast moving situation, and the support it provided would need to evolve as the Covid-19 pandemic continued to change. The report thus provided a series of proposals identifying specified phases in the Humanitarian Hub's future support response as there was a move into the 'recovery' phase and manage Covid-19 in the longer term. These phases detailed a

gradual shift away from the emergency response to supporting residents struggling with the long-term impacts of the pandemic and associated control measures. Eventually, it envisioned that the intelligence obtained from the Humanitarian Hub's operations would drive the re-design of support services.

RESOLVED

- (i) That the outlined proposals for the four phases of continued activity of the Humanitarian Hub, as detailed in the report, be approved;
- (ii) That the introduction of payment for food packages for those who are able to pay as above income thresholds, be approved.

7. PROCESS FOR EXERCISING THE CARE ACT EASEMENTS GUIDANCE

Consideration was given to a report of the Executive Member, Adults Social Care and Health / Director of Population Health, which set out the circumstances and conditions under which the Council could exercise the easements to the Care Act 2014 as referenced in the Coronavirus Act 2020.

It was explained that the Government recognised that local authorities and care providers were facing rapidly growing pressures as more people needed support because unpaid carers were unwell or unable to reach them, and as care workers had to self-isolate or were unable to work for other reasons. The Government had put in place a range of measures to help the care system manage these pressures. The Council must continue to do everything it could to continue meeting its existing duties prior to the Coronavirus Act provisions coming into force.

It was stated that the changes fall into four key categories, each applicable for the period the powers were in force, guidance had been set out, which detailed how each of these powers should be applied should they be necessary:

Stage 1 - the Council should continue operating under pre-amendment Care Act.

Stage 2 - A policy decision would be made to change, delay or cancel "service types" by changing the way in which assessed needs can be met.

Stage 3 - This would be a policy decision to decide that the Council would not be subject to a duty to assess, consider eligibility and review in accordance with Care Act duties. This would also cover the requirement to carry out financial assessments, providing care and support plans and meeting eligible needs. Any decisions on these areas should be separated and the rationale and evidence base recorded.

Stage 4, this would entail a policy decision to make a whole system of prioritisation of care and support across adult social care. This would be where it becomes clear that whole system prioritisation was needed to ensure that at least the Convention Rights of those in need of care and support and their carers were respected.

Members were informed that the Council would be expected to observe the Ethical Framework for Adult Social Care. This Framework provided a structure for the Council to measure its decisions against and reinforced that the needs and wellbeing of individuals should be central to decision making. In particular, it should underpin challenging decisions about prioritisation of resources where they were needed.

The easements had taken legal effect on 31 March 2020, but should only be exercised by Local Authorities where it would be essential in order to maintain the highest possible level of services. These easements would be temporary and would be kept under review and would be terminated as soon as possible. All assessments and reviews that were detailed or not completed would be followed up and completed in full once the easements were terminated.

The Care Quality Commission would continue to provide oversight of providers under existing legislation, the CQC had indicated an intention to adopt a pragmatic approach to inspection and proportionate action as necessary while maintaining its overriding purpose of keeping people safe.

It was stated that the Council should only take a decision to begin exercising the Care Act easements when the workforce was significantly depleted, or demand on social care increased to an extent that it was no longer reasonably practicable for it to comply with its Care Act duties and where to continue to try to do so is likely to result in urgent or acute needs not being met, potentially risking life. The decision should be communicated to all providers, service users and carers and should be reported to the Department of Health and Social Care.

It was reported that there were 616 staff employed across Adult Services. Less than 8% of staff across the whole service were currently either sick, isolating or shielding so unable to provide operational support. At present the levels of absence were being managed and there was no impact on service delivery. It was anticipated that the expansion of testing will increase the number speed that staff were able to return to work.

Members were advised that there could be a temporary loss in income should the Council be in a position where it would determine that it had insufficient capacity to carry out financial assessments. Clear information would be provided to an individual at the start of the assessment process that would explain that a financial assessment would be undertaken retrospectively and that this could result in an invoice for a financial contribution towards the cost of their care at some point in the future. The Council would remain under a duty to meet needs where failure to do so would breach an individual's human right under the European Convention on Human Rights. It was pointed out this was a significant interim temporary Policy change that would only be implemented in extreme circumstances of inability to deliver the existing legal requirements. Members were advised that there was currently there was no intention to exercise any easements and they would be first to know if the Council was to exercise as the service would be in serious difficulties.

RESOLVED

- (i) **That the new time limited powers given in the Coronavirus Act 2020 and the Care Act easements: guidance for local authorities (1 April 2020) be acknowledged;**
- (ii) **That the decision making process set out in the report and more particularly in Appendix 2 to the report, be approved; and**
- (iii) **Given the draconian nature of these easements that the Executive Cabinet be notified if any easements are triggered and a review of the process and whether still required be considered in 12 weeks.**

8. ONE EQUALITY SCHEME ANNUAL REVIEW 2020 AND GENERAL EQUALITIES UPDATE

Consideration was given to a report of the Executive Leader / Executive Member, Lifelong Learning, Equalities, Culture and Heritage / CCG Co-Chairs / Assistant Director, Policy, Performance and Communications, providing:

- an update on developments of the One Equality Scheme, as part of the annual review for 2020; and
- an update on some key equality and diversity related projects that the Strategic Commission had delivered or been part of during the last 12 months.

It was explained that One Equality Scheme (2018-22) was launched in 2018 as the first joint equality scheme for Tameside & Glossop Strategic Commission. A number of joint equality objectives were developed to ensure obligations under the Equality Act 2010 regulations were fulfilled, in that equality objectives must be published at intervals not greater than four years from the date of last publication.

The Equality Act also stated that public bodies must publish annual information to demonstrate compliance with the general duty, including information about the protected characteristic status of employees, and other persons affected by policies and practices. Information about the protected characteristic status of employees for 2019/20 would be published for the Council and CCG by the end of June 2020.

Annual updates to the One Equality Scheme would act as an ongoing position statement and the approach to equalities. The annual review built upon work outlined in the One Equality Scheme (2018-22) and One Equality Scheme Annual Review (2019); as well as providing new examples and evidence sources of achievements in respect of equality and diversity. Engagement, consultation and equality champions were invited to submit examples for inclusions. Input had also been provided by Single Leadership Team, Senior Management Group, QPAG and Primary Care Committee.

A copy of the One Equality Scheme Annual Review 2020, was appended to the report.

Details were given of key equality and diversity related projects that the Strategic Commission had delivered or been part of during the last 12 months, as follows:

- The humanitarian response to the covid-19 crisis to date;
- NHS England Equality Delivery System 2 (EDS2);
- Workforce Race Equality Standards (WRES);
- All Equals Charter;
- Race Equality Change Agents Programme (RECAP); and
- Greater Manchester Women and Girls Panel

It was noted that these supported the commitment to delivering on the equality objectives and ensuring that the requirements set out in the Public Sector Equality Duty, were adhered to.

The Chair and Members thanked all involved for a very thorough and informative report.

RESOLVED

- (i) That the content of the report, including the equalities update, be noted;
- (ii) That the One Equality Scheme Annual Review 2020, as appended to the report, be approved for publication.

9. URGENT ITEMS

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

CHAIR

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EXECUTIVE CABINET

24 June 2020

Comm: 1.50pm

Term: 2.40pm

Present:	Councillors Warrington (Chair), Bray, Cooney, Feeley, Gwynne, Kitchen, Ryan, Wills
In Attendance:	Dr Ashwin Ramachandra Co-Chair of NHS CCG Tameside & Glossop CCG
	Dr Asad Ali Co-Chair of NHS CCG Tameside & Glossop CCG
	Steven Pleasant Chief Executive & Accountable Officer
	Sandra Stewart Director of Governance and Pensions
	Kathy Roe Director of Finance
	Steph Butterworth Director of Adults Services
	Ian Saxon Director of Operations & Neighbourhoods
	Richard Hancock Director of Children's Services
	Jayne Traverse Director of Growth
	Ilys Cookson Assistant Director, Exchequer Services
	Assistant Director, Population Health

Apologies for Councillor Fairfoull absence:

10. DECLARATIONS OF INTEREST

There were no declarations of interest received from Members.

11. MINUTES OF EXECUTIVE CABINET

RESOLVED

That the Minutes of the meeting of the Executive Cabinet meeting held on 27 May 2020 be approved as a correct record.

12. MINUTES OF STRATEGIC COMMISSIONING BOARD

RESOLVED

That the Minutes of the meeting of the Strategic Commissioning Board held on 27 May 2020 be noted.

13. MINUTES OF THE COVID RESPONSE BOARD

RESOLVED

That the Minutes of the meetings of the COVID Response Board held on: 20 May, 3 June and 10 June 2020, be noted.

14. CONSOLIDATED 2020/21 REVENUE MONITORING STATEMENT AT 31 MAY 2020

Consideration was given to a report of the Executive Member (Finance and Economic Growth) / CCG Chair / Director of Finance explaining that this was the first financial monitoring report for the

2020/21 financial year, reflecting actual expenditure to 31 May 2020 and forecasts to 31 March 2021.

It was explained that, in the context of the on-going Covid19 pandemic, the forecasts for the rest of the financial year and future year modelling had been prepared using the best information available but was based on a number of assumptions. Forecasts were inevitably likely to be subject to change over the course of the year as more information became available, and there was greater certainty over assumptions. The report focused on the Strategic Commission budgets and forecasts only. The Integrated Care Foundation Trust financial position would be included at month 3 when the wider Finance Economy Report would be produced.

Members were informed that the ICFT and CCG continued to operate under a 'Command and Control' regime, directed by NHS England & Improvement (NHSE&I). NHSE&I had assumed responsibility for elements of commissioning and procurement and CCGs had been advised to assume a breakeven financial position in 2020-21. A notional £6.2m Government funding was available for CCG COVID expenditure including Local Authority hospital discharges. It was proposed this be added to the CCG contribution to the Integrated Commissioning Fund.

As at Period 2, the Council was forecasting an overspend against budget of £4.041m. In addition to this, there were financial risks of £3.5m in relation to the sustainability of Active Tameside, the Council's Leisure provider, which when factored in, resulted in an in year financial pressure of £7.541m. The gross overspend before COVID funding and other contributions was £19.054m, of which £14.297m was attributed to COVID related pressures. £4.757m of pressure was not related to COVID but reflected underlying financial issues that the Council would be facing regardless of the current pandemic. The Council was in receipt of £13.906m of COVID grant funding from Government (of which £0.027m was used in 2019/20), and the balance of this grant together with other COVID related contributions, resulted in forecast additional income in 2020/21 of £15.013m to offset COVID costs. Further details were provided in Appendix 1 to the report.

RESOLVED

- (i) That the forecast outturn position and associated risks for 2020/21, as set out in Appendix 1 to the report, be noted.
- (ii) That the addition of £20.106m of Government COVID grant funding to the Integrated Commissioning Fund of which £13.906 relates to the Council (£0.027m in respect of 2019/20) and £6.2m relates to the CCG (£0.3m in respect of 2019/20), be approved
- (iii) That the forecast position in respect of Dedicated Schools Grant, as set out in Appendix 2 to the report, be noted; and
- (iv) That the write off of irrecoverable debts, as set out in Appendix 3 to the report, be approved.

15. THE COUNCIL'S SPORT AND LEISURE FACILITIES – FINANCIAL SUSTAINABILITY DURING THE COVID-19 (CORONAVIRUS) PANDEMIC

The Executive Member (Neighbourhoods, Community Safety and Environment)/Director of Population Health submitted a report confirming that the Council's stock of sports and leisure facilities would remain closed until restrictions controlling social contact were lifted. The report also sought approval of £0.600 million payable to Active Tameside on 1 July 2020 as an advance payment for services commissioned by the Council covering the period 1 April to 30 September 2020.

It was explained that in line with national guidance advising the UK public to avoid unnecessary social contact, all sport and leisure facilities owned by the Council and managed by Active Tameside closed at 10.30pm on Friday March 20 for an unspecified period. Active Medlock continued to provide a limited day care service to a vulnerable group of clients during the closure period. However, this continued to be subject to change based on further national and local guidance/restrictions received.

Members were provided with details of an advance payment for services commissioned by the Council from Active Tameside during 2020/21. The advance payment related to services commissioned from 1 April 2020 to 30 September 2020 excluding the sum assumed in the organisation's cash flow to 30 June 2020. The sum would be payable on 1 July 2020 and would support the cash flow of Active Tameside until 31 August 2020, by which time it was expected there would be an update on the business interruption insurance issue.

Members were advised that during the COVID-19 pandemic facility closure period, Active Tameside were providing alternative leisure, health and wellbeing services to keep the general public active, healthy and entertained from home. Members received a detailed breakdown of the services that Active Tameside continued to provide.

Active Medlock continued to operate providing essential health and social care services to vulnerable groups and individuals identified in consultation with Children's and Adult services. Active Tameside continued to provide sports coaches to primary schools in order to support activity provision for the children of key workers.

With regards to the financial impact, it was reported that in the final week of trading prior to closure, Active Tameside casual revenues were down 70% year on year reflecting increasing levels of public anxiety. Draft accounts for 19/20 indicated that Active Tameside achieved its budgeted year end trading surplus a manifestation of the business resilience model developed by the trust over the previous eighteen months.

However, in order to reduce the financial impact of the temporary closure following the COVID pandemic, Active Tameside had taken up the offer of financial support from central government and furloughed all staff not required to maintain/sustain the company during the period of facility closure.

In addition, Active Tameside had business resilience insurance that may be used to fund the remaining 20% of employee costs over and above direct government financial support. At this stage Active Tameside were in regular dialogue and were awaiting further guidance from their insurer's and broker's on the additional costs and forgone revenue streams that could be claimable.

The Council had supported Active Tameside's cash-flow position through this difficult period and paid the total value of the 2020/21 management fee of £1.077 million on 1 April 2020. Members were reminded that this sum, along with commissioned provision delivered within Adult Services and Children's Services directorates would only support Active Tameside's cash flow until June / July 2020 based on known revenue streams receivable at this stage.

It was further explained that the repayment of the 2019/20 prudential borrowing sum of £0.788 million had been deferred until 2021/22 at the earliest. It was envisaged that the outstanding historical prudential borrowing debt balance (which excluded new borrowing relating to the recently opened Active Denton) that was due for repayment to the Council by the end of the 2023/24 lease term (including the 2019/20 and 2020/21 values) would be re-profiled. Options would be considered that would ensure the ongoing financial sustainability of the organisation. The value of the annual management fee payable for the period 2021/22 to 2023/24 would include a repayment plan that would contribute towards the outstanding debt balance (including interest) of £ 3.8 million at 31 March 2020. This would reduce if a sum was repaid in 2020/21 which was currently unlikely. The outstanding debt related to borrowing from the Council by Active Tameside for investment in the infrastructure and equipment across the leisure estate in prior years. An option could be to remove the obligation for Active Tameside to repay the borrowing in exchange for a reduced management fee. This would then make the management fee a better reflection of the costs of operating the service on behalf of the Council.

The Council commissioned services from Active Tameside via Adult Services and Children's Services equating to a value of £1.8 million in 2020/21. The latest Government COVID

procurement guidance enabled local authorities to provide supplier relief under PPN 04/20 ‘if appropriate’ to maintain delivery of ‘critical services’. This also included advance payment for services. The guidance covered the period to 31 October 2020

The existing cash flow of Active Tameside to 30 June 2020 included a value of commissioned services of £0.270 million. The value of these services for the period 1 April 2020 to 31 October 2020 equated to a sum of £0.870 million. The Council therefore could consider an advance payment of £0.600 million which would be the difference of the sum already included in the cash flow to 30 June 2020.

Payment of £0.600 million in advance on 1 July 2020 would support the cash flow of Active Tameside to 31 August 2020. At this point it was expected there would be an update on the business interruption insurance issue referenced in section 4.12 of the report.

With regards to reopening to the public, given that the ‘leisure sector’ featured in Phase 3 of the Government’s recovery plan, Active Tameside’s physical estate must remain closed to the general public until 4 July at the earliest with a formal announcement not expected from Government until 26th June. However, throughout the leisure sector, preparations are now underway to reopen within the context of a ‘new normal’.

Any proposals for re-opening would be carefully risk assessed (both operationally and financially), in line with local advice and agreed with public health to ensure we remain vigilant against the spread of COVID-19, reduce inequalities and work together to protect our communities.

In the first instance, Active Tameside proposed a ‘safety first’ approach focused on swim, gym and classes, all bookable and payable in advance. To ensure that 2m social distancing could be maintained and increased cleaning and infection control measures adhered to, services would be operating at significantly reduced capacity. Many centres would continue to be closed to the public.

During the course of the lockdown, Active Medlock had remained open supporting the Council to continue to provide services to adults and children with complex needs. Initially, 18 places per week were provided for both Adult and Children’s social care and these places were taken up by 6 individuals. During the course of lockdown, demand had increased and 19 individuals now occupy 28 places. Remote support had continued for all Everybody Can clients in the form of a minimum of two phone calls per week, insights from which had been fed into the social care framework.

However, risk assessments clearly indicate that reopening some buildings including Active Medlock to the general public whilst managing the COVID-19 risk to vulnerable populations was impractical. The maintenance of social distancing requirements necessitated the use of PPE in many circumstances. Further, challenges included enhanced staffing ratios, cohort ‘bubbles’ and building ‘flow’ and adequate space necessitate a different approach to the delivery of commissioned services. To this end, opening hours would reflect these challenges at both Active Medlock and other centres within the estate as below. This approach would enable Active Tameside to meet not only pre COVID-19 levels of provision within the borough but also to meet increased post COVID-19 demand both safely and efficiently.

RESOLVED

- (i) **That the Council’s stock of sports and leisure facilities will continue to remain closed until restrictions controlling social contact are lifted;**
- (ii) **That once restrictions on social contact are lifted the centres be opened, informed by a framework of financial sustainability and phased ‘safety first’ approach, informed by public health advice from the Director of Population Health; and**
- (iii) **That a sum of £0.600 million be payable to Active Tameside on 1 July 2020 as an advance payment for services commissioned by the Council covering the period 1 April to 30 September 2020. The sum represents the balance due for this period excluding the value assumed in the Active Tameside cashflow to 30 June 2020. The**

advance payment would support the cashflow of Active Tameside until 31 August 2020, by which time it is expected there will be an update on the business interruption insurance issue when a further update report will be presented to Members in August 2020.

16. APPOINTEE AND DEPUTY SERVICE CONSULTATION OUTCOME

Consideration was given to a report of the Executive Member for Finance and Economic Growth / Assistant Director (Exchequer Services), which detailed the outcome of consultation undertaken in relation to the changes to the charging model and increase in appointee costs, investments of capital and revisited Client Finance Policy.

It was stated that the Service within the Adult Social Care Finance Service had undergone review and the outcome of the review was considered by the Executive Cabinet on 22 January 2020. The review addressed the issues of increasing caseload, policy revision and increasing operating costs in addition to market testing for alternative provision. To address these increasing issues consultation was proposed to take place in relation to a proposed change to the charging model and increase in appointee costs, investments of capital and revised Client Finance Policy.

It was reported there were 267 appointee cases and 28 deputy cases and the caseload continued to rise steadily. Consultation had taken place and the report detailed the consultation results, the equality impact assessment (EIA) and contains proposals for change. The delivery of the service remained unchanged.

Members were informed that the consultation detailed two options for administration charges for appointees. Deputyship administration charges were set by the Office of the Public Guardian. The two options were:

- Option A Charge all appointees £10.00 per week;
- Option B Charge appointees residing in residential care £7.50 per week and charge appointees living in the community £10.00 per week.

HM Treasury NS&I savings accounts were proposed for deputies with capital in excess of £50k as being a safe investment. Appointee's capital was not managed by the Council as the Client Finance Service role for appointees was to manage income from benefits and bill payments only. The proposed Client Finance Policy was also consulted upon and was detailed in Appendix 1 to the report.

Members received a summary of responses from each of the questions presented and received the full consultation responses to all questions. It was stated the consultation findings were generally positive on the overall approach with regard to increasing costs, investment of capital and policy revision, and one set charge per week for all appointees is preferred than having a two tier charging model depending on whether the appointee lived in the a residential setting or in the community.

It was reported that the outcomes in terms of the consultation were as follows:

- Increase weekly administration charge to £10 per week for all appointees with more than £1k capital.
- Invest deputies capital in excess of £50k in the NS&I direct saver account.
- Implement the revised Client Finance Policy reflecting the changes.

The increase in administration charge from £6.92 to £10.00 a week was comparable with the weekly charge in other Greater Manchester local authorities at £10.35 per week. The increase would be effective from 01 September 2020 and thereafter be subject to the corporate annual uplift in fees and charges in April each year. This would affect all 267 appointees as deputyship weekly

administration fees were set by the Office of the Public Guardian. One deputy case currently had in excess of £50k capital that would be affected by the beneficial investment of monies in the NS&I account.

The equality impact assessment had identified that there was no anticipated direct or indirect impact to users of the Appointee/Deputyship Scheme on the basis of age, sex, ethnicity, religion or belief, sexual orientation, gender reassignment, pregnancy and maternity, marriage and civil partnerships, carers, military veterans or anyone breast feeding.

The proposed changes would directly impact people with a disability because the provision of an Appointee and Deputyship Service was for adults who cannot manage their own finances due to a disability and/or lack of capacity and therefore require the Council to be responsible for benefits, income or assets. The proposal would directly impact on those with a disability as changes to the charges for the service would affect all appointees and the proposal to amend the investment policy would affect only those deputies with more than £50k in capital. The changes to the scheme would impact those classed as on low or no income, as the investment policy change would impact all service users of the scheme, however those with less than £1k in capital would continue to not be charged for the service, until such time that they have accrued more than £1k in capital.

Mitigating factors had been identified in the equality impact assessment as being comparisons to charges across Greater Manchester local authorities were low and no charges were applied to a service user's account where the capital held for a service user was less than £1k. The evidence sources to support the equality impact assessment were the number of appointee and deputy cases currently managed by the service and the results of the 12 week consultation.

In order to continue to deliver a safe and effective service risk management must be considered both in the short and long term. An increasing ageing population and service users with mental health needs was unlikely to yield a reduction in cases being referred to the appointee and deputy service, therefore staffing was expected to continually increase as caseloads rose. As staffing costs increased, so too did the cost of service. This upward spiral of caseload, resources, costs and risk was likely to continue to rise indefinitely against which the increase in charges to be reviewed annually is a mitigating factor.

Careful consideration must be given not only to cost of service but to the extreme vulnerability of the service user and any unintended consequences arising from any changes to service provision, therefore the policy would be kept under continual review to ensure that should any unintended consequences arise that these are addressed immediately.

The 12 week consultation carried out between 23 January 2020 and 16 April 2020 and the full equality impact assessment had been carried out to ensure that all risks are identified, mitigated against where possible, and taken into consideration prior to setting the administration charges, revision to policy, changes to service delivery and investments of service users capital.

RESOLVED

- (i) **That the weekly administration charge is £10 per week for all appointees with more than £1k capital with effect from 1 September 2020;**
- (ii) **That the weekly charge will be subject to annual corporate uplift in fees and charges in April each year;**
- (iii) **That deputies capital in excess of £50k be invested in the NS&I direct saver account; and**
- (iv) **That the revised Client Finance Policy be implemented with effect from 1 September 2020.**

17. REVIEW AND UPDATE OF SERVICE CHANGES ACROSS OPERATIONS AND NEIGHBOURHOODS

Consideration was given to a report of the Executive Member (Neighbourhoods, Community Safety and Environment) / Assistant Director of Operations and Neighbourhoods, which provided an update on proposed service change decisions across the service in response to the evolving national guidance and the relaxation of certain Covid19 lockdown measures.

A Council-wide report detailing the effect of the COVID-19 virus and the steps Tameside Council was taking in response of this threat was discussed at Cabinet on 22 April 2020. Following that service changes across the Operations and Neighbourhoods directorate had been approved and documented in a number of Executive Decisions.

With regards to service changes to markets, the Ashton Indoor Market had continued to operate throughout this pandemic by supporting the essential businesses that had been allowed to continue their trade. As per the Government's updated guidance most non-essential businesses could reopen from 15 June 2020 with the exception of the hospitality sector. Ashton Indoor Market would therefore open for these businesses from 15 June 2020 with operating times of 9am to 4pm Monday through to Saturday. Businesses would only be granted permission to open once they had provided written confirmation that they had put in place all the necessary measures to ensure that the business were COVID-19 safe.

Members were informed that with regard to service changes to libraries the Government had indicated in their Covid 19 Recovery Strategy that libraries would be included in step three of the roadmap to recovery. Meaning that some form of opening would take place at the earliest from 4 July 2020. Any form of re-opening would be contingent on whether this aligned with the easing of restrictions in other Council Services. Work had begun to determine how the public library service can operate safely following easing of restrictions to allow step three of the plan to be implemented.

An initial assessment had been undertaken of all 8 library venues to determine what was possible within the space available and with the required restrictions. All services offered at each library had also been considered to determine what level of service can be offered. It was explained that a phased return to re-opening libraries would be implemented and subject to all safety measures being in place this would commence on Monday 6 July 2020. In order to allow the above services safety measures would need to be implemented. Further, in order to ensure social distancing measures were adhered to it was recommended that no unaccompanied children under 12 years of age were allowed into the library at this time. Dependent upon risk assessments it was envisaged that the offer could be available at 4 of the larger libraries initially with others possibly coming on stream in a phased approach.

The Home Library Service would also be resumed on a contactless basis for those that wish to take advantage of it and the service would be extended to include shielded people and those who are very vulnerable for health and wellbeing reasons. It was proposed to offer a new service for those who did not feel they wished to enter the main body of the library and browse stock but would still wish to have reading material. This service would be similar to the home library service in that customers can advise of the genre of reading material they prefer and staff will make a selection from the shelves. Further it was proposed to extend all item loans and suspend accrual of fines to the 31 August 2020 to allow sufficient time for people to return their items following opening of libraries. It was reported that none of the libraries would be available in Open+ operating hours as it would not be possible to monitor social distancing of users or sanitise PCs between usage.

With regards to Museums and Galleries this front line service had been closed throughout lockdown and this situation would continue for the foreseeable future. Following the opening of some library venues further consideration on these services would be undertaken. The Tameside Local Studies and Archive Centre had been closed to the public during lockdown and all scheduled

events cancelled. Arts and Engagement activities and events had to be cancelled due to the Corona pandemic as it was not currently possible to have gatherings of people. Online resources were being made available by the museums and galleries, local studies archives and arts and engagement services.

All recommencement for Cultural venues and activities would be reviewed regularly in line with the critical 5 tests set out by the Government and would remain suspended until 1 October 2020 or until Government guidance allows.

Members were informed that the Tameside Welfare Rights & Debt Advice service remained operational via the telephone, webchat, email and letter but with no face to face appointments. The service had assisted many residents through the advice line and advised on welfare benefits and tax credits, with 349 enquiries being specifically related to Covid-19. Support continued for residents with debt issues by telephone, webchat and email. Due to the stay on possession proceedings until 23 August 2020 the service had not been required to assist with representations through the county court due to rent or mortgage arrears.

The Customer Services walk in facility continued to be suspended to public access until further notice. Services were being delivered via telephone, dedicated email addresses and webchat. This position would be reviewed regularly in line with the critical 5 tests set out by the Government.

Aligned with the lifting of lockdown restrictions for non-essential businesses and the expansion of the high-street retail offer the Council proposed to recommence parking enforcement from 1 July. The necessary controls would be put in place and full Covid risk assessments would be made and implemented before the service recommences. Parking Enforcement would be introduced with a phased approach starting with the issuing of warning notices for the first 2 weeks on both on-street and off-street parking locations..

A number of the contracted NSL Parking Enforcement Officers had been deployed to critical Council service areas that required extra resources during this period. These contracted staff would now return to their parking enforcement role to ensure customer compliance.

The public access Licensing Counter at Tame Street was closed during lockdown with all applications for licences processed through the website, via telephone and email. The service proposed that this counter remains permanently closed allowing the service to be delivered remotely.

Taxi driver licence renewal applications were processed as usual, however where an applicant was required to submit a medical certificate, the Service was currently allowing applicants to complete a self-certification form. The applicant would be required to submit the medical certificate once GP practices resume normal service.

In response to the COVID-19 outbreak, where taxi drivers were self-isolating, licence holders were offered the opportunity to temporarily suspend their drivers licence. It was proposed that this offer would remain in place until 1 October 2020.

It was proposed that the Service would continue to process the vehicle renewal licence application as usual and require vehicle proprietors to submit renewal application forms and relevant paperwork, including insurance via email, and continue to test vehicles to ensure that they are safe and mechanically sound.

In situations where the vehicle was not being used or the driver was self-isolating, upon request a vehicle licence may be temporarily suspended, it was proposed that vehicle licence holders would be offered this opportunity until 1 October 2020.

All private hire operator licences which are due to expire continue would be processed as usual. With regard to fees for driver and vehicle renewal applications, licence holders had been offered

the option to defer payment of the fee for a period of 3 months. It was proposed that this would be extended until 1 October 2020.

No letters had been sent out to licensed premises to remind licence holders that their annual fee was due to be paid since February 2020. These fees remained payable although many of the premises had been required to close during lockdown. It was proposed that the annual fee letters would be sent out from the 1 July 2020, providing the licence holder with an option to defer payment for a period of 3 months.

The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 for the licensing of persons involved in England in selling animals as pets, providing or arranging for the provision of boarding for cats or dogs, hiring out horses, breeding dogs and keeping or training animals for exhibition.

It was proposed to continue to defer all planned food hygiene, food standards and animal feed interventions - other than those for high risk establishments, or where there are specific legislative requirements on the nature or frequency of controls for 12 weeks from the 18 April 2020. This was in line with the Food Standards Agency Guidelines. This would mean that planned visits would recommence no sooner than the 11 July. Action by local authorities when the intervention was due should initially be undertaken remotely - a telephone discussion and paper-based audit of relevant documentation. If the discussion or documentation provided suggested that there may be a serious public or animal health risk, an onsite visit should be made to assess and address these risks.

It was recommended to continue to defer proactive inspections of House in Multiple Occupation (HMO) and Inspections required under the Environmental Permitting (England & Wales) Regulations 2016 (EPR Regs) for a further period of 3 months until 1 October 2020. Service Requests would focus resources on urgent reactive work to address potentially serious public health or animal health risks.

It was proposed to recommence the issuing of invoices issued under the Environmental Permitting (England & Wales) Regulations 2016 (EPR Regs) and the Private Water Supply (England) Regulations 2016 (amended 2018) (PWS Regs) for a further 3 months until the 1 October 2020.

Buy with Confidence Members would be offered an option to defer payment of the fee for a period of 3 months until the 1 October 2020.

RESOLVED

- (i) **That the revised opening of non-essential businesses in Ashton and Hyde Indoor Market, as set out in the report at paragraphs 2.2 and 2.3, be agreed;**
- (ii) **That the delayed re-opening of Ashton and Hyde Outdoor Market as set out in the report at paragraph 2.4, be agreed;**
- (iii) **That a phased re-opening of Library Buildings and reintroduction of Home Library Service, as detailed in paragraphs 3.7, 3.11 of the report, be agreed;**
- (iv) **That no unaccompanied children under 12 years of age allowed in the Libraries, be agreed;**
- (v) **To continue the suspension of Library fines until 31 August 2020, be agreed;**
- (vi) **To continue the suspension of events and closure of cultural venues until 1 October 2020 or until review of guidance permits, be agreed;**
- (vii) **That the continuation of virtual or digital customer interaction for Cultural and Customer Services, be noted;**
- (viii) **That parking enforcement be recommenced from 1 July 2020, be agreed;**
- (ix) **That to continue the suspension of monthly parking deductions for all staff contract car park passes until 1 October 2020, be agreed;**
- (x) **It be agreed that the Licensing Counter remain permanently closed;**

- (xi) The adjustments to Licensing payments and procedures be agreed, as detailed in paragraphs 4.3-4.13 of the report;
- (xii) It be agreed to continue to defer proactive inspections of House in multiple Occupation (HMO) and Inspections required under the Environmental Permitting (England & Wales) Regulations 2016 (EPR Regs) until 1 July 2020 unless there are exceptional reasons for doing so to protect life and limb;
- (xiii) It be agreed to recommence charging for skips and scaffolding permits remaining on the highway from the 1 July 2020;
- (xiv) It be agreed to recommence issuing invoices under the Environmental Permitting (England & Wales) Regulations 2016 (EPR Page 123 Regs) and the Private Water Supply (England) Regulations 2016 (amended 2018) (PWS Regs);
- (xv) That the proposal to recommence the Buy with Confidence Membership scheme from the 1 October 2020 be agreed; and
- (xvi) That a review of the services changes and an updated report be brought to Members in September.

18. GM CLEAN AIR PLAN: UPDATE

The Executive Member, Neighbourhoods, Community Safety and Environment / Director of Operations and Neighbourhoods, submitted a report setting out the progress that had been made following the Government's response to Greater Manchester's Outline Business Case to tackle Nitrogen Dioxide Exceedances at the Roadside (OBC), and the implications of pandemic management policies (the extent of which were not yet fully understood) for the 10 Greater Manchester (GM) local authorities in relation to the schedule of work and statutory consultation on the Clean Air Plan and the link to taxi and private hire common minimum licensing standards (MLS).

A comprehensive update on the development of the GM Clean Air Plan was provided and proposals were set out for a public consultation in light of COVID-19 implications, and it was highlighted that the implementation of a GM Clean Air Zone was delayed to 2022.

Details were given of work undertaken to date, including new work to develop a Clean Commercial Vehicle Fund and a new Hardship Fund.

A summary of correspondence between Greater Manchester and DEFRA was provided, including the DEFRA Minister's 18 March letter to Cllr Western, GM Green City Region lead, which included a further Ministerial Direction to act and expressing the government's desire for GM to consult on a charging Clean Air Zone Category C, and the reply which emphasised the need for government support for key sectors, including the hackney and LGV business users.

The report further highlighted the close link with work to develop Minimum Licensing Standards for the taxi and private hire trade in GM, and set out that it was intended that a public consultation on this was managed in parallel with that for the GM Clean Air Plan, suggesting that GM set out a clear roadmap to when taxi/PHV fleets should be emission free.

Details were given of how the GM Clean Air Plan would support the wider programme of activity around decarbonising the transport sector.

In respect of next steps, it was explained that officers would:

- Continue dialogue with JAQU to secure a clear response from government on GM's outstanding clean air funding asks;
- Continue to undertake the preparatory implementation and contract arrangements that needed to be undertaken to deliver the CAZ and other GM CAP measures;
- Continue preparations to be ready to move to a statutory public consultation on the GM Clean Air Plan as soon as reasonably practicable; and

- Submit a report on the consultation on proposals to GM Authority decision makers when there is a clear timeframe for exiting lockdown and moving to the next phase of the COVID-19 response.

RESOLVED

- (i) That the progress of the Greater Manchester Clean Air Plan be noted;
- (ii) That the progress in the development of the Clean Commercial Vehicle and Hardship funds be noted;
- (iii) That the initial funding award of £41m for clean vehicle funds to award grants or loans to eligible businesses, be noted;
- (iv) It be noted that the Government has accepted the need for vehicle replacement funds for Hackney Carriages, and Light Goods Vehicles, but has requested further development of shared evidence on the needs within that complex sector before responding and does not support the sustainable journeys measure;
- (v) It be noted that TfGM is seeking confirmation that the funding award for Bus Retrofit is a continuation of Clean Bus Technology Funds to be distributed as soon as possible as per previous arrangements;
- (vi) It be noted that the government will not support electric vehicle charging infrastructure through Clean Air monies but have committed to work with GM on securing funding from OLEV;
- (vii) The position that the GM Local Authorities will move to a statutory public consultation on the GM Clean Air Plan as soon as reasonably practicable, be agreed;
- (viii) It be agreed that the position that the GM Local Authorities' decision to commence a public consultation should be taken once there is a clear timeframe for exiting lockdown and moving to the next phase of the COVID-19 response;
- (ix) That the implementation of a GM CAZ is delayed to 2022 with a revised implementation date to be confirmed in the consultation commencement report, be noted;
- (x) That the DfT's positioning paper "Decarbonising Transport – Setting the Challenge", be noted;
- (xi) That the assessment of the possible impacts of COVID-19 to inform a technical briefing note for decision makers be noted; and
- (xii) It be noted that the GM local Authorities intend to consult on GM's proposed MLS, alongside the Clean Air Plan consultation and agree the position for consultation, on when taxi/PHV fleets should be Zero Emission Capable.

19. HEALTH & SAFETY - ENSURING COMPLIANCE WITH 'COVID-19 SECURE' GUIDELINES

Consideration was given to a report of the Assistant Director of Operations and Neighbourhoods that summarised the additional health and safety responsibilities on the organisation to comply with the Health & Safety at Work Act 1974 and the 'Covid-19 secure' guidelines. The report also identified the practical steps which must be taken to ensure compliance and the additional resources which would be required to support this.

Members were informed that as an employer Tameside Council had a legal duty under Section 2 and 3 of the Health and Safety at Work Act 1974 to provide, so far as was reasonably practicable, a safe and healthy working environment for employees and members of the public.

It was stated that all employers had a legal duty under Regulation 3 of the Management of Health and Safety at Work Regulations to carry out a suitable and sufficient risk assessment of the risks to the health and safety of their employees to which they were exposed to whilst they were at work; and the risks to the health and safety of persons not in their employment arising out of or in connection with the conduct by him of his undertaking. In response to the Covid-19 outbreak the Government published on 12 May 2020 additional 'Covid-19 Secure' guidelines.

The UK government, in consultation with industry, had produced 'COVID-19 Secure' guidance to help ensure workplaces were as safe as possible. The new guidance covered 8 workplace settings which were allowed to be open, from outdoor environments and construction sites to factories and takeaways. This set out practical steps for businesses focused on 5 key points, which should be implemented as soon as practical:

- Work from home if you can;
- Carry out a COVID-19 risk assessment, in consultation with workers or trade unions;
- Maintain 2 metres social distancing, wherever possible;
- Where people cannot be 2 metres apart, manage transmission risk; and
- Reinforcing cleaning processes.

It was explained the 8 guides covered a range of different types of work. The Council operated many of its services within a range of these workplace settings. The Council must comply with the governmental guidelines and within its regulatory responsibilities advise local businesses on compliance standards to keep employees and residents safe. The workplace settings included: Construction and other outdoor; factories, plants and warehouses; Homes; Labs and research; Offices and Contact Centres; Restaurants offering takeaway or delivery; Shops and Branches; Vehicles.

The Chief Executive / Accountable Officer had overall responsibility for ensuring that the organisation met the duties imposed on it by Health and Safety legislation and associated regulations. The report stated that Council Service Managers must, at the earliest opportunity, complete a Covid-19 risk assessment in relation to the work activities their teams were involved in. This must be done in consultation with the workforce and unions. Service Unit Managers would be communicated to directly via email to advise them of the new guidelines.

It was further explained that it was important that there was close co-operation and communication between the Health and Safety Team, Human Resources and Growth Directorate (Strategic Property Services). It was the responsibility of Growth Directorate to facilitate the control measures specified in risk assessments and to ensure that building facilities and layouts complied with 'Covid-19 Secure' guidelines. The Health and Safety Team would need to be kept up to date on the plans to open buildings, any changes made to buildings and any limitations on potential modifications to buildings as this would inform risk assessments and any changes needing to be made to control measures. Similarly, any further changes to the delivery of services should include a review of the risk assessments.

RESOLVED

- (i) **That every Service Unit Manager carries out a Covid 19 risk assessment for each workplace and activity undertaken by their Service, subject to the Health and Safety team (under the direction of the Director Operations and Neighbourhoods) producing any necessary and required risk assessment templates to be used by all service unit managers, together with implementing such expedient training to do so and to quality control / audit all required risk assessments and, where necessary, ensure fit for purpose and produce them for publication and to any enforcement agency; and**
- (ii) **That the unions are informed of the process that the organisation is taking to ensure compliance via the Employment Consultation Group.**

20. URGENT ITEMS

RESOLVED

That the following item be considered as matter of urgency due to the requirement to meet Government deadlines.

21. TAMESIDE DISCRETIONARY GRANT FUND ROUND 1 OUTCOME – KEY DECISION

Consideration was given to a report of the Executive Member (Finance and Economic Growth) / Director of Growth, which reminded Members that the Government had provided Tameside MBC with £2,345,250 to operate an LA Discretionary Grant Fund. The fund was to support businesses who were ineligible for the Small Business Grant and Retail Hospitality Leisure Grants. The Government had recognised that Local Authorities were best placed to decide on local economic needs in the design and operation of this funding. The Government guidance included some mandatory elements and some priorities which LAs have discretion to implement. Tameside's proposed scheme met the Government mandatory and priority criteria while meeting local economic need. The Small Business Grant and Retail, Hospitality Leisure Grants would continue alongside this scheme and it is essential that all these funds work together to ensure business are supported from the correct fund.

The report set out the national criteria for the funds, which applied to all grants made from this Fund as follows, grants can only go to:

- Businesses with ongoing fixed building-related costs
- Businesses which can demonstrate that they have suffered a significant fall in income due to the Covid-19 crisis
- Business with fewer than 50 employees
- Businesses with a rateable value below £51,000 (discretionary)
- Businesses that were trading on 11 March.

Members were informed that 140 applications, of which 98 may be eligible, totalling a maximum award of £663,000, had been received for the Tameside Discretionary Grant Fund in Round 1. This left £1,682,250 remaining for Round 2.

It was recommended that those eligible for payment be approved to enable Round 2 to commence with an identified minimum budget, which may be increased following successful processing of all Round 1 applicants.

RESOLVED

That:

- (i) That the 57 applications, which have been processed as being eligible for award of grant are approved for payment subject to the businesses submitting declarations of state aid compliance where outstanding;
- (ii) That the 40 applicants identified as requiring more evidence before eligibility established including submitting declarations of state aid compliance, continue to be processed with the decision on their approval for payment being delegated to the Executive Member for Finance and Growth in consultation with the Director of Growth;
- (iii) That any unspent ring fenced budget from Round 1 will only be released to Round 2 when all the eligible awards under recommendation 2 are approved and paid. Ring fenced budget from Round 1 being retained from Round 2 until eligibility established and approved or rejected for payment as per recommendation 1 above.
- (iv) That a list of businesses paid under the discretionary scheme will be published under the transparency data together with a summary as to the reasoning for those bids that have rejected; and
- (v) That Round 2 commence on Thursday 25 June 2020 for a period of two weeks from this Key Decision and that the outcome from Round 2 is returned to COVID Response Board on the 15 July 2020, for urgent Key Decision.

CHAIR

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Agenda Item 8

DEMOCRATIC PROCESSES WORKING GROUP

6 July 2020

Commenced: 4.00pm

Terminated: 4.30pm

Present: Councillors Cooney (In the Chair), Billington, Fairfoull, Feeley, J Fitzpatrick, Kitchen, Reid, Ryan, M Smith, Ward and Warrington.

1. MINUTES OF PREVIOUS MEETING

RESOLVED:

That the minutes of the meeting of the Working Group held on 17 February 2020 be approved as a correct record.

2. ANNUAL CANVASS OF ELECTORS

Consideration was given to a report of the Director of Governance and Pensions, which reminded Members that the purpose of the canvass was to identify everyone who should be on the electoral register. This meant identifying citizens and inviting those who should be registered but were currently not to join the register, as well as identifying electors who were no longer at a property and should therefore be removed from the register.

It was explained that previously, Electoral Registration Offices (EROs) were required to send every household an annual canvass form, which required a response regardless of whether there have been any changes in the household. EROs were also required to follow up any non-responses with a further two reminder forms and carry out a household visit, if required. Most returned forms contained no changes but still had to be returned and processed.

The Representation of the People (Annual Canvass) (Amendment) Regulations 2019 introduced changes to the way in which the annual canvass of electors was conducted. The changes removed the requirement to canvass all households in the same way.

The reformed canvass process incorporated a 'data matching step' at the start in which registered electors were compared against datasets to see if they matched. EROs were required to conduct 'national data matching' against data held by the Department for Work and Pensions (DWP) and had the option to conduct 'local data matching' against local data sources such as council tax data. The results of this process then informed EROs whether the elector(s) living in each property were likely to have changed or not. If the results showed that the elector(s) in a property matched the national or local dataset, then EROs had the discretion to canvass that property through a streamlined canvass process (Route 1) where a response was only required if there was a change to report. As a result, EROs did not need to 'chase' these Route 1 properties for a response.

Members were informed that based on the outcome of the data match step, the reformed canvass included three different ways of canvassing properties:

Route 1: The matched property process:

This route was for properties where the registered electors had matched against other data, which indicated the household composition was likely to have remained the same since the previous years' canvass was conducted. EROs were able to send an e-communication (such as email or text message) to those electors registered at the property to confirm who is living at the property.

If no response is received or no e-communication is sent (for example because the ERO does not have the relevant contact details) then the ERO is required to send a paper Canvass Communication A to the property. It will contain all the current elector details held by the ERO at that address. If there are no changes to report at an address, the resident is not required to respond.

Route 2: The unmatched property process.

This route was for properties where results of the data match indicated that the household composition was likely to have changed since the previous canvass was conducted. This was considered the default process and required the ERO to make at least 3 contacts with the property in order to gain a response from the residents to update their details. If the ERO obtained the information at any stage in the cycle they were able to stop contacting the property.

Route C: A tailored route for properties with multiple occupants who do not form a single household

Under the revised arrangements EROs could now canvass properties such as care homes or student accommodation using a more effective and streamlined approach, by working with a 'responsible person' at the property to obtain data and invite the occupants to register to vote. Discussions would be held with Director of Adult Services about how best to carry out this exercise for care homes prior to any canvassing taking place with care homes.

The revised approach to the canvass allowed EROs to concentrate their resources on the properties where the data matching indicated that a change was likely ('Route 2'). This 'unmatched' group of properties were required to respond to the canvass communications they receive from the ERO, and the ERO was required to make a minimum of three contact attempts where they do not receive a response.

In addition, the reformed canvass enabled EROs to use modern communications channels. In contrast to the old canvass process, in which the law only allowed for paper forms and household visits within the chasing cycle, EROs could now conduct telephone canvassing instead of household visits and send e-communications (e.g. emails and text) instead of using paper forms. Whilst we have some information to enable email, phone and text communication we will use the canvass to continue to gather contact information for future use.

It was stated that the annual canvass would still require some physical processing of registration forms returned by post. This presented some practical difficulties as most office based staff, including all of the elections team, were currently working from home. It was proposed that for the required period during the annual canvass, scanning and other equipment required to process returned canvass forms be set up in a suitable space at Dukinfield Town Hall where the Council's post was being sorted and scanned under the supervision of the Director and Elections staff attend Dukinfield Town Hall as required. This would be subject to a strict health and safety assessment to ensure compliant with requirements for working Covid safely.

RESOLVED:

That the revised arrangements for conducting the annual canvass, including arrangements for processing returned canvass forms, be noted and endorsed.

3. LOCAL GOVERNMENT BOUNDARY REVIEW

Consideration was given to a report of the Director (Governance and Pensions), which reminded Members that the Local Government Boundary Commission for England (LGBCE) had decided to undertake an electoral review of Tameside Council in 2020/2021. There were a number of other GM Authorities who will be subject to the same review in the same timeframe and it is the intention of the LGBCE to review all authorities previously reviewed before 2004.

On 12 February 2020 there was an all Member briefing by representatives of the LGBCE, which explained the process and timetable. At the time of the 12 February the timetable for the review was set out as follows:

Council Size

Activity	Involvement		Key Dates
	Council	LGBCE	
Develop council size proposal	Council Political Groups	Officers will be available to answer any technical queries on making a submission.	February – June 2020
Submission of council size proposals	Council Political Groups	Officers will acknowledge receipt of submissions	9 June 2020
Commission Meeting: Council Size	Not required	Commission	21 July 2020

Warding Patterns

Activity	Involvement		Key Dates
	Council	LGBCE	
Consultation on warding patterns	Council Political Groups General Public	Run consultation, collate & analyse responses.	28 July – 5 October 2020
Commission Meeting: Draft Recommendations	Not required	Commission	14 December 2020
Consultation on Draft Recommendations	Council Political Groups General Public	Publish draft recommendations. Run consultation, collate & analyse responses.	5 January – 15 March 2021
Commission Meeting: Final Recommendations	Not required	Commission	18 May 2021
Final Recommendations published	Not required	Commission publishes final recommendations	1 June 2021

Order

Activity	Involvement		Key Dates
	Council	LGBCE	
Order laid	Not required	Commission	Summer 2021
Order made	Not required	Commission	Autumn 2021
Implementation	Council	Not required	May 2022

Clearly the Covid-19 Pandemic had impacted significantly on the ability to meet the above timetable. The Council's resources remain focussed on dealing with the pandemic and consultation would be difficult. The LGBCE in recognising the difficulties in meeting the timetable agreed that, other than where the Council itself had indicated it wished to continue as scheduled, that there would be a three month pause for those authorities in the preliminary review phase i.e. the stage up to and including, the submission of council size proposals and electoral forecast data. This meant that the new deadline for submission would be 16 September 2020. At the time of communicating this change the LGBCE stated that they would keep the length of the extension under review. There was no reference to the any changes to other parts of the timetable.

These changes to timetabling were the same for other Greater Manchester Councils at the same stage of their reviews. There was concern across Greater Manchester that the only consideration that the LGBCE had given to the impact of Covid was a three month extension when the staff who will be undertaking the necessary work would be running humanitarian aid and generally

supporting services including testing. Of greater concern is that with the postponement of 2020 Local and GM Mayoral Elections the LGBCE revised timetable will mean that consultation will take place when some Covid related restrictions are still likely to be in place, Councils were focused on recovery and in the run up to the postponed Local and Mayoral Elections now in 2021 (this would have been a fallow year).

Members were informed that on behalf of the GM Authorities the Director of Governance and Pensions had written to the Chair of the LGBCE on 18 June with regard to the extension. The letter, a copy of which was attached to the report, set out the concerns of the GM authorities at the short extension not properly reflecting the severe nature of the impact of Covid and the practical implications of the proposed change to the timetable. All GM Leaders and Chief Executives had supported a proposal to for a more significant change to the timetable, with a proposal that the overall timetable be move back one year. A response was received from the LGBCE on 22 June 2020, a copy of which was appended to the report advising they would discuss with individual Councils, the Leader and Chief Executive would be meeting with the LGBCE in the near future.

It was further stated that given the concerns of the approach by the LGBCE, the LGA had been asked to assist by Cllr Howard Sykes, in his role as Leader of the LGA's Lib Dem group and that Andrew Gwynne MP had raised questions in the Houses of Parliament.

RESOLVED:

That Members note the update and agree to work with the Local Government Boundary Commission for England (LGBCE) to find a sensible and pragmatic way forward in the interests of residents given the significant impact that Covid was having and likely to do so for the foreseeable.

4. ELECTORAL COMMISSION BULLETINS

Consideration was given to a report of the Executive Director (Governance and Pensions) that provided Members with recent copies of the Electoral Commission news bulletin, which set out current issues affecting the democratic framework for local government.

RESOLVED:

That the report be noted.

CHAIR