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Chief Executive

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

Sandra Stewart, Chief Executive
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Our Ref	rl/Council
Ask for	Robert Landon
Direct Line	0161 342 2146
Date	11 July 2023

Dear Councillor,

You are hereby summoned to attend an **ORDINARY MEETING** of the Tameside Metropolitan Borough Council to be held on **Tuesday, 18th July, 2023 at 5.00 pm** in the **Jubilee Hall, Dukinfield Town Hall** when the undermentioned business is to be transacted.

Yours faithfully,



**Sandra Stewart
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.	CIVIC MAYOR'S ANNOUNCEMENTS The Civic Mayor to make any appropriate announcements. At this juncture the Civic Mayor will retire from the Chair and the Chair of Council Business shall assume the Chair for the remaining business.	
2.	MINUTES That the Minutes of the proceedings of the Annual Meeting of Council held on 23 May 2023 be approved as a correct record and signed by the Chair of Council Business (or other person presiding) (Minutes attached).	1 - 14
3.	DECLARATIONS OF INTEREST To receive any declarations of interest from Members of the Council.	
4.	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.	
5.	COUNCIL BIG CONVERSATION To consider any questions submitted by Members of the public in accordance with Standing Orders 31.12 and 31.13.	
6.	MEETING OF EXECUTIVE CABINET To receive the minutes of the Meeting of the Executive Cabinet held on 28 June 2023.	15 - 24
7.	DEMOCRATIC PROCESSES WORKING GROUP To receive the minutes of the meeting of the Democratic Processes Working Group held on 3 July 2023.	25 - 28
8.	BEE NETWORK To consider the attached report of the Executive Member (Planning, Transport and Connectivity)/Director of Place.	29 - 50
9.	APPOINTMENT OF MONITORING OFFICER That pursuant to section 5 of the Local Government & Housing Act 1989 David Wilcock, Interim Borough Solicitor / Assistant Director Legal Services be appointed as the Monitoring Officer with immediate effect until a permanent appointment is made to exercise the delegated functions and responsibilities in the Council's Constitution.	
10.	MEMBERSHIP OF COUNCIL BODIES To consider any changes to the membership of Council bodies.	

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.

11. QUESTIONS

To answer questions (if any) asked under Standing Order 16.2, for which due notice has been given by a Member of the Council.

12. 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.

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

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Agenda Item 2

ANNUAL COUNCIL

23 May 2023

Comm: 5.00pm

Adjourned: 5.25pm

Recommended: 6.00pm

Terminated: 6.50pm

Present: Councillors Naylor (In the Chair), Affleck, Alam, Axford, Beardmore, Billington, Bowerman, Boyle, Bray, Chadwick, Choksi, Colbourne, Cooney, Costello, Dickinson, Drennan, Fairfoull, Feeley, Ferguson, Fitzpatrick, Glover, Gwynne, A Holland, B Holland, J Homer, S Homer, Howarth, Jackson, Jones, Karim, Lane, McLaren, McNally, Martin, Newton, North, Owen, Patel, Pearce, Quinn, Reid, Ricci, Robinson, Roderick, N Sharif, T Sharif, M Smith, T Smith, Sweeton, Taylor, Tilbrook, Ward, Warrington and Wills

Apologies for absence: Councillors Bowden, Kitchen and Mills

1. ELECTION OF CIVIC MAYOR

It was moved by Councillor Cooney and seconded by Councillor Fairfoull that the appointment of the Civic Mayor for the Municipal Year 2023/24 be deferred until 6.00pm for the ceremonial part of the meeting.

RESOLVED

That this item be deferred until 6.00pm for the ceremonial part of the meeting.

2. APPOINTMENT OF CHAIR OF COUNCIL BUSINESS

It was moved by Councillor Cooney and seconded by Councillor Fairfoull and

RESOLVED

That Councillor Kitchen be appointed Chair of Council Business for the Municipal Year 2023/24.

3. CIVIC MAYOR'S ANNOUNCEMENTS

The Mayor began by welcoming everyone to the meeting, in particular new Members and congratulated them on their election. He further extended thanks and best wishes to all those former Members who had not returned, for whatever reason and wished them well for the future.

He then reported on a busy schedule of events since the last meeting of the Council, including; the sad occasion of the funeral of Lord Tom Pendry, the long serving MP for Stalybridge and Hyde, and the minutes silence held at Dukinfield Town Hall the previous day to make the sixth anniversary of the Manchester Arena bombing, and the tenth anniversary of the murder of Fusilier Lee Rigby. There was also a thanksgiving service at Manchester Cathedral to mark the Coronation, and a garden party at Buckingham Palace.

The Mayor further commented on fund raising throughout the year for his chosen charities and was delighted to announce that the Charity Ball had raised £6000. It had been a splendid night and he thanked everyone for attending.

In terms of other events he attended two 100th birthday celebrations for Joan Agnew and Yaroslav Wenger; enjoyed Halle youth concerts for schools at the Bridgewater Hall and Mossley Amateur Dramatics' production of 'The Bridges of Madison County'. He had further attended the Stalybridge Spring Show and the story makers celebration with the launch of the latest picture book 'Sunny Days and Rainy Days' on the important theme of children's mental health.

The Mayor expressed that it had been his pleasure to welcome Darren Stanley to the Parlour, who worked for United Utilities and had saved a family from a burning building in Ashton. He further enjoyed meeting members of the Friends of Tameside Young Carers. It had been an honour to join the breaking of the Ramadan Fast at Holy Trinity Community Centre in Ashton and had enjoyed attending the Easter party at the Grafton Centre in Hyde.

He had been a judge at the classic car shows in Ashton and Denton, seen Stalybridge Station win at the Cheshire Best-Kept Station Awards and was present at the relaunch of East Lancashire Canal Boat Society's Community Spirit 2, following the fitting of an electric engine.

He concluded thanking the Mayoress, his children and his Chaplain and friend, the Reverend Pat Lodge and all the mayoral staff for their help and support and extended very best wishes to the Civic Mayor-elect, Councillor Tafheen Sharif, and the Deputy Mayor-elect, Councillor Betty Affleck.

4. DECLARATION OF INTEREST

There were no declarations of interest.

5. ELECTION OF COUNCILLORS

A report of the Returning Officer was received detailing the persons elected to the office of Councillor for the Wards of the Borough. For details see **Appendix A** to the minutes.

RESOLVED:

That the report be noted.

6. COUNCIL MINUTES

Consideration was given to the minutes of the meeting of Council held on 28 February 2023. It was moved by Councillor Cooney and seconded by Councillor Fairfoull and

RESOLVED

That the Minutes of the meeting of Council held on 28 February 2023 be signed by the Chair of Council Business as a correct record.

7. APPOINTMENT OF EXECUTIVE LEADER

It was moved by Councillor Fairfoull and seconded by Councillor North and

RESOLVED

That Councillor Cooney be appointed as the Executive Leader of the Council for the Municipal Year 2023/24.

8. EXECUTIVE LEADER'S ADDRESS

The Executive Leader began by welcoming all of Tameside's Councillors, both those returning and

those newly elected. He further paid respects to those former Councillors who had left the Council, for their service to the Borough during their terms of office.

He made reference to the Local Elections held at the beginning of May and the recent boundary changes requiring an all-out election, as well as the introduction of the new Voter ID laws. He thanked all Elections staff for their diligence and dedication ensuring the smooth and effective delivery of democracy in Tameside.

The Executive Leader thanked the outgoing Civic Mayor, Councillor Mike Glover and his Deputy, Councillor Tafheen Sharif for their work during the previous year. He added that Councillor Sharif would be stepping up to become the new Civic Mayor of Tameside for the forthcoming Municipal Year. She would be the first Muslim and ethnic minority Civic Mayor in the history of the Borough.

The Executive Leader made reference to the previous day, which was deeply poignant for the Country as a whole and Manchester in particular, as it commemorated the 10th anniversary of the murder of Fusilier Lee Rigby and the sixth year since the atrocity at the Manchester Arena. The Civic Mayor, Councillor Mike Glover had led a minute's silence on the steps of Dukinfield Town Hall as a mark of respect.

He made reference to recent news that Pilgrims UK, one of the Country's major food suppliers, were shutting down its pork factory in Dukinfield. As the site was a major employer in the Borough, providing jobs for almost 550 people, it was undoubtedly a very concerning development in what was an already financially difficult time. He assured those who could be affected that Tameside Council were working at pace alongside regional partners, the Department for Work and Pensions and the Growth Company to ensure that a co-ordinated and comprehensive package of support was available to support the employees of Pilgrims into new jobs.

Moving on to national news, the Executive Leader was happy to note that, after much delay, the new Renter's Reform Bill was making its way through Parliament. Among the many measures it proposed, the most significant was the consigning of Section 21, also known as 'no fault eviction', to history. He added that, over recent decades, the private rented sector had become a larger proportion of the Country's housing mix and Tameside was no exception to this. The Council would work with private rented sector tenants and landlords to integrate the legislation without delay into existing Housing Strategy and Local Plans.

The Executive Leader advised that Tameside had been highlighted on a national stage by the Department for Environment, Food and Rural Affairs for achieving some of the Country's most improved household recycling rates. From 2020/21 to 2021/22, they had increased to 52.6%, putting Tameside 9th on the improvement table and significantly higher than the England average of 44%. This was a testament to residents really getting into the habit of separating and recycling more and more of their waste and helping to save limited council funds to protect vital services and moving Tameside towards net zero.

The Executive Leader was further pleased to announce that Stalybridge had become just one of six towns nationally to be chosen by Historic England to host a carnival-style arts festival this summer. The initiative, known as "Weave" was part of the collaborative "Hi! Street Fest" project to celebrate high streets and the people who loved and looked after them. The Council was joining forces with a number of local, regional and national partners to deliver the event, and it formed the cornerstone of a wider cultural weekend of activity including the monthly Street Fest food festival and Heritage Open Days. It was a great opportunity to build on Stalybridge's Town of Culture legacy as well as the town's Heritage Action Zone.

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

It was moved by Councillor Cooney and seconded by Councillor Fairfoull and

RESOLVED

That the appointments to the Executive Cabinet, Panels, Standards Committee, Outside Bodies and Opposition Spokespersons be confirmed for the Municipal Year 2023/24 (as set out in Appendix B to these minutes) or until Council determines that any changes should be made and allowances paid in accordance with Members Allowance scheme

10. CALENDAR OF MEETINGS 2023/24

It was moved by Councillor Cooney and seconded by Councillor Fairfoull that the Calendar of Meetings for 2023/24, as detailed in the submitted report, be agreed.

RESOLVED

That the Calendar of Meetings for the Municipal Year 2022/23 and 2023/24 be agreed.

11. EXECUTIVE CABINET MINUTES

Consideration was given to the minutes of the meetings of Executive Cabinet held on 29 March 2023 and 26 April 2023.

It was moved by Councillor Cooney and seconded by Councillor Fairfoull and

RESOLVED

That the Minutes of the meetings of Executive Cabinet held on 29 March 2023 and 26 April 2023 be received.

12. ALLOWANCE FOR GMCA OVERVIEW AND SCRUTINY COMMITTEE MEMBERS

Consideration was given to a report of the Chief Executive and Head of Paid Services, which considered the recommendations of the GMCA Independent Remuneration Panel regarding Special Responsibility Allowance payments for members of the GMCA Overview and Scrutiny Committee as detailed in appendices to the report.

It was moved by Councillor Cooney and seconded by Councillor Fairfoull and

RESOLVED

That the following recommendations of the GMCA Independent Remuneration Panel be approved:

- (i) That the Members of the GMCA Overview and Scrutiny Committee are paid an annual SRA of £3,228;**
- (ii) That the Substitute Members of the GMCA Overview and Scrutiny Committee are paid an SRA consisting of two components:**
 - A Standing SRA of £536 per year**
 - A Variable SRA of £134.52 for every meeting of the Overview and Scrutiny Committee and task and finish group attended;**
- (iii) That the SRA for the Chair of the GMCA Overview and Scrutiny Committee should be £9,684;**
- (iv) That if the GMCA Overview and Scrutiny Committee appoint a Vice Chair then that post holder should receive an SRA of £4,035;**
- (v) That the SRAs recommended for the Members, Substitutes, Chair and if so appointed a Vice Chair of the GMCA Overview and Scrutiny Committee are also annually indexed in accordance with the annual percentage cost of living increase that is applied each year as set by the National Joint Council for Local Government Staff, with the indexation**

- applied at the same time it is applied to the remuneration of the GMCA Elected Mayor and Co-opted Members; and
- (vi) That the recommended SRAs for Members and Chair of the Overview and Scrutiny Committee are backdated to 24 June 2022 or any date thereafter that the GMCA deems is appropriate.

*At this juncture the meeting was adjourned until 6.00pm
At the recommencement of the meeting, the Civic Mayor assumed the Chair*

13. ELECTION OF CIVIC MAYOR

It was moved by Councillor North and seconded by Councillor Wills that Councillor Tafheen Sharif be elected Civic Mayor of Tameside for the Municipal Year 2023/24.

RESOLVED

That Councillor Tafheen Sharif be hereby elected Civic Mayor of the Metropolitan Borough of Tameside for the Municipal Year 2023/24.

Councillor Sharif was then escorted into the meeting and advised by the retiring Civic Mayor of the Council's decision. After duly making and subscribing the prescribed Declaration of Acceptance of Office, Councillor Sharif took her place as Civic Mayor of the Metropolitan Borough of Tameside expressing her appreciation of the honour bestowed upon her.

14. ELECTION OF DEPUTY MAYOR

It was moved by Councillor Jackson and seconded by Councillor Roderick that Councillor Betty Affleck be appointed Deputy Mayor of the Metropolitan Borough of Tameside for the Municipal Year 2023/24.

RESOLVED

That Councillor Betty Affleck be hereby appointed Deputy Mayor of the Metropolitan Borough of Tameside for the Municipal Year 2023/24.

15. TO ACCORD A VOTE OF THANKS TO THE RETIRING CIVIC MAYOR AND MAYORESS

It was proposed by the Civic Mayor and seconded by Councillor Fairfoull that a sincere vote of thanks be accorded to the retiring Civic Mayor, Councillor Mike Glover and Consort, Ms Anne Gordon, for their dedicated services to the Metropolitan Borough of Tameside.

RESOLVED

That a sincere vote of thanks be accorded to the retiring Civic Mayor, Councillor Mike Glover and Mayoress, Ms Anne Gordon, for their dedicated services to the Metropolitan Borough of Tameside.

16. PRESENTATION OF MEDALLION TO THE RETIRING CIVIC MAYOR

The Civic Mayor presented Medallions to the retiring Civic Mayor and Mayoress, Councillor Mike Glover and Ms Anne Gordon, as a memento of their term of office.

17. RESPONSE OF RETIRING CIVIC MAYOR

Councillor Mike Glover began by reflecting on his past year in office.

He thanked all Members of the Council, the Mayoral Team and his Chaplain, the Reverend Pat Lodge for their support to himself and the Mayoress throughout the year.

The retiring Civic Mayor took the opportunity to thank all those who had kindly supported his Mayoral Charity Appeal Fund dedicated to a number of organisations that were close to his heart. He was pleased to report that just over £10,000 had been raised, which would be shared equally amongst the charities.

In conclusion, he extended his best wishes to the new Civic Mayor, Councillor Tafheen Sharif and her Consort, Dr Faisal Parvez, and to the Deputy Mayor, Councillor Betty Affleck.

18. URGENT ITEMS

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

CHAIR

APPENDIX A

ANNUAL MEETING OF THE COUNCIL – 23 MAY 2023

TAMESIDE METROPOLITAN BOROUGH COUNCIL

REPORT OF THE RETURNING OFFICER ON THE PERSONS ELECTED TO THE OFFICE OF COUNCILLOR FOR THE WARDS INDICATED BELOW

The following persons, at the elections held on 4 May 2023, were elected to the Office of Councillor for the Wards respectively indicated, to hold office for a period of one year:-

WARD	NAME AND PARTY OF COUNCILLOR ELECTED (PERIOD OF OFFICE)
ASHTON HURST	Mike Glover (Labour) (4 years)
	Dan Costello (Conservative) (3 years)
	Mohammed Karim (Labour) (1 year)
ASHTON ST. MICHAEL'S	Andrew McLaren (Labour) (4 years)
	Bill Fairfoull (Labour) (3 years)
	Jean Drennan (Labour) (1 year)
ASHTON WATERLOO	Vimal Choksi (Labour) (4 years)
	Dave Howarth (Labour) (3 years)
	Sangita Patel (Labour) (1 year)
AUDENSHAW	Charlotte Martin (Labour) (4 years)
	Nick Axford (Labour) (3 years)
	Teresa Ann Smith (Labour) (1 year)
DENTON NORTH EAST	Alison Gwynne (Labour) (4 years)
	Denise Ward (Labour) (3 years)
	Vincent Ricci (Labour) (1 year)
DENTON SOUTH	George Newton (Labour) (4 years)
	Clair Reid (Labour) (3 years)
	Jack Naylor (Labour) (1 year)
DENTON WEST	George Jones (Labour) (4 years)
	Brenda Warrington (Labour) (3 years)
	Mike Smith (Labour) (1 year)
DROYLSDEN EAST	David Mills (Labour) (4 years)
	Susan Quinn (Labour) (3 years)
	Laura Boyle (Labour) (1 year)
DROYLSDEN WEST	Gerald Cooney (Labour) (4 years)
	Ann Holland (Labour) (3 years)
	Barrie Holland (Labour) (1 year)
DUKINFIELD	Jackie Lane (Labour) (4 years)
	John Taylor (Labour) (3 years)
	Naila Sharif (Labour) (1 year)

DUKINFIELD/STALYBRIDGE	Leanne Feeley (Labour) (4 years)
	David Sweeton (Labour) (3 years)
	Eleanor Wills (Labour) (1 year)
HYDE GODLEY	Joe Kitchen (Labour) (4 years)
	Betty Affleck (Labour) (3 years)
	Andrea Colbourne (Conservative) (1 year)
HYDE NEWTON	Helen Bowden (Labour) (4 years)
	Peter Robinson (Labour) (3 years)
	Hugh Roderick (Labour) (1 year)
HYDE WERNETH	Phil Chadwick (Conservative) (4 years)
	Shibley Alam (Labour) (3 years)
	Jim Fitzpatrick (Labour) (1 year)
LONGDENDALE	Jacqueline North (Labour) (4 years)
	Gary Ferguson (Labour) (3 years)
	Jacqueline Owen (Labour) (1 year)
MOSSLEY	Jack Homer (Labour) (4 years)
	Taf Sharif (Labour) (3 years)
	Steve Homer (Labour) (1 year)
ST PETER'S	Joyce Bowerman (Labour) (4 years)
	Warren Bray (Labour) (3 years)
	David McNally (Labour) (1 year)
STALYBRIDGE NORTH	Christine Beardmore (Labour) (4 years)
	Adrian Pearce (Labour) (3 years)
	Jan Jackson (Labour) (1 year)
STALYBRIDGE SOUTH	Doreen Dickinson (Conservative) (4 years)
	Liam Billington (Conservative) (3 years)
	David Tilbrook (Conservative) (1 year)

APPENDIX B

APPOINTMENT OF EXECUTIVE CABINET, PANELS, STANDARDS COMMITTEE, OUTSIDE BODIES AND OPPOSITION SPOKESPERSON FOR 2023/2024

	Role	2022/23
	Mayor	Cllr Tafheen Sharif
	Deputy Mayor	Cllr Betty Affleck
	EXECUTIVE CABINET (max 10)	
1.	Executive Leader	Cllr Gerald Cooney
2.	Deputy Executive Leader (Children & Families)	Cllr Bill Fairfoull
3.	First Deputy (Finance, Resources & Transformation)	Cllr Jacqueline North
4.	Adult Social Care, Homelessness & Inclusivity	Cllr John Taylor
5.	Climate Emergency & Environmental Services	Cllr Denise Ward
6.	Population Health & Well-being	Cllr Eleanor Wills
7.	Education & Achievement	Cllr Leanne Feeley
8.	Inclusive Growth, Business & Employment	Cllr David Sweeton
9.	Towns & Communities	Cllr Vimal Choksi
10.	Planning, Transport & Connectivity	Cllr Janet Jackson
11.	Chair of Council Business	Cllr Joe Kitchen
	SHADOW SPOKESPERSONS CABINET (max 10)	
12.	Executive Leader	Cllr Doreen Dickinson
13.	Deputy Executive Leader (Children & Families)	Cllr Dan Costello
14.	First Deputy (Finance & Performance)	Cllr Liam Billington
15.	Adult Social Care, Homelessness & Inclusivity	Cllr David Tilbrook
16.	Climate Emergency & Environmental Services	Cllr Phil Chadwick
17.	Population Health & Well-being	Cllr Andrea Colbourne
18.	Education & Achievement	Cllr Andrea Colbourne
19.	Inclusive Growth, Business & Employment	Cllr Liam Billington
20.	Towns & Communities	Cllr Dan Costello
21.	Planning, Transport & Connectivity	Cllr Doreen Dickinson
	ASSISTANT EXECUTIVE MEMBERS	
22.	Assistant Executive Member for Children's Engagement, Corporate Parenting & Care Leavers	Cllr Laura Boyle
23.	Assistant Executive Member - Cleaner Streets	Cllr Barrie Holland
24.	Assistant Executive Member - Transport & Parking	Cllr Warren Bray
25.	Assistant Executive Member - Armed Forces and Enforcement	Cllr Vincent Ricci
26.	Assistant Executive Member to First Deputy	Cllr George Newton
27.	Assistant Executive Member - Culture, Heritage & Sport	Cllr Sangita Patel
28.	Assistant Executive Member - Housing, Housing Standards and Social inclusion	Cllr Jackie Lane
	STRATEGIC NEIGHBOURHOOD FORUMS (Chairs also members of Corporate Parenting) Area based so no political balance	
29.	North Chair	Cllr Joyce Bowerman
30.	North Deputy	Cllr Mike Glover
31.	South Chair	Cllr Betty Affleck
32.	South Deputy	Cllr Peter Robinson
33.	East Chair	Cllr Adrian Pearce
34.	East Deputy	Cllr Jack Homer
35.	West Chair	Cllr Susan Quinn
36.	West Deputy	Cllr Ann Holland

	SPEAKERS PANEL (PLANNING) (Labour 9: Conservative 1)	
37.	Chair	Cllr David McNally
38.	Deputy	Cllr David Mills
39.		Cllr Betty Affleck
40.		Cllr Joyce Bowerman
41.		Cllr Laura Boyle
42.		Cllr Jacqueline Owen
43.		Cllr Adrian Pearce
44.		Cllr Sue Quinn
45.		Cllr Vincent Ricci
46.		Cllr Doreen Dickinson
	SPEAKERS PANEL LICENSING (Labour 9: Conservative 1)	
47.	Chair	Cllr Stephen Homer
48.	Deputy	Cllr Phil Chadwick
49.		Cllr Shibley Alam
50.		Cllr Christine Beardmore
51.		Cllr George Newton
52.		Cllr Sue Quinn
53.		Cllr Jean Drennan
54.		Cllr Dave Howarth
55.		Cllr George Jones
56.		Cllr Teresa Smith
	SPEAKERS PANEL – LIQUOR LICENSING (Labour 8: Conservative 1)	
57.	Chair	Cllr Jean Drennan
58.	Deputy	Cllr Helen Bowden
59.		Cllr Joyce Bowerman
60.		Cllr Allison Gwynne
61.		Cllr George Jones
62.		Cllr Mohammed Karim
63.		Cllr Mike Smith
64.		Cllr Charlotte Martin
65.		Cllr Brenda Warrington
66.		Cllr Andrea Colbourne
	SPEAKERS PANEL EMPLOYMENT APPEALS (Labour 4: Conservative 1)	
67.	Chair of Council Business	Cllr Joe Kitchen
68.	First Deputy	Cllr Jacqueline North
69.	Relevant Executive Member for Employee	Relevant at time of hearing
70.	Relevant assistant executive member	Cllr George Newton
71.	Opposition member	Cllr Doreen Dickinson
	OVERVIEW PANEL (Labour 9: Conservative 1)	
72.	Chair	Cllr Jack Naylor
73.	Deputy	Cllr Mike Smith
74.	Chair of Scrutiny	Cllr Claire Reid
75.	Chair of Scrutiny	Cllr Naila Sharif
76.	Chair of Scrutiny	Cllr Hugh Roderick
77.	Leader	Cllr Gerald Cooney
78.	Deputy	Cllr Bill Fairfoull
79.	Executive Member Finance	Cllr Jacqueline North
80.	Chair of Council Business	Cllr Joe Kitchen
81.	Audit member	Cllr Jim Fitzpatrick

82.	Audit member	Cllr Liam Billington
	AUDIT PANEL (Labour 7: Conservative 1)	
83.	Chair	Cllr Jack Naylor
84.	Deputy	Cllr Mike Smith
85.		Cllr Laura Boyle
86.		Cllr Joe Kitchen
87.		Cllr Jim Fitzpatrick
88.		Cllr Warren Bray
89.		Cllr Andrew McLaren
90.		Cllr Liam Billington
	STRATEGIC PLANNING & CAPITAL MONITORING (Labour 8: Conservative 1)	
91.	Executive Leader	Cllr Gerald Cooney
92.	Deputy Leader	Cllr Bill Fairfoull
93.	Executive Member for Finance	Cllr Jacqueline North
94.	Executive Member responsible for schools	Cllr Leanne Feeley
95.	Chair of Planning	Cllr David McNally
96.		Cllr Warren Bray
97.		Cllr Laura Boyle
98.		Cllr Andrew McLaren
99.		Cllr Doreen Dickinson
	ENVIRONMENT & CLIMATE EMERGENCY WORKING GROUP (Labour 9: Conservative 1)	
100.	Assistant Executive Member (Chair)	Cllr Jack Naylor
101.		Cllr Betty Affleck
102.		Cllr Gary Ferguson
103.		Cllr Barrie Holland
104.		Cllr Charlotte Martin
105.		Cllr David Mills
106.		Cllr Laura Boyle
107.		Cllr Nick Axford
108.		Cllr Stephen Homer
109.		Cllr Phil Chadwick
	DEMOCRATIC PROCESS WORKING GROUP (Labour 7: Conservative 1)	
110.	Chair	Cllr Gerald Cooney
111.		Cllr Bill Fairfoull
112.		Cllr Joe Kitchen
113.		Cllr David McNally
114.		Cllr Jacqueline North
115.		Cllr Claire Reid
116.		Cllr Denise Ward
117.		Cllr Dan Costello
	HEALTH & WELLBEING BOARD	
118.	Executive Member (Health) (Chair)	Cllr Eleanor Wills
119.	Deputy Executive Leader (Children & Families)	Cllr Bill Fairfoull
120.	Executive Member Adult Social Care & Health	Cllr John Taylor
121.	Executive Member with responsibility for housing & employment	Cllr Dave Sweeton
	EDUCATION ATTAINMENT IMPROVEMENT BOARD (Labour 6: Conservative 1)	
122.	Executive Member for Education (Chair)	Cllr Leanne Feeley
123.	Executive member for Children	Cllr Bill Fairfoull
124.	Assistant member for children	Cllr Hugh Roderick
125.	Assistant member for education	Cllr Laura Boyle

126.		Cllr George Newton
127.		Cllr Andrea Colbourne
	PLACE & EXTERNAL RELATIONS SCRUTINY PANEL (Labour 9: Conservative 1)	
128.	Chair	Cllr Claire Reid
129.	Deputy	Cllr Shibley Alam
130.		Cllr Andrew McLaren
131.		Cllr Allison Gwynne
132.		Cllr Ann Holland
133.		Cllr Mike Glover
134.		Cllr Hugh Roderick
135.		Cllr Joyce Bowerman
136.		Cllr Peter Robinson
137.		Cllr Phil Chadwick
	HEALTH AND ADULT SOCIAL CARE SCRUTINY PANEL (Labour 9: Conservative 1)	
138.	Chair	Cllr Naila Sharif
139.	Deputy	Cllr Jacqueline Owen
140.		Cllr Brenda Warrington
141.		Cllr Christine Beardmore
142.		Cllr Mohammed Karim
143.		Cllr Jean Drennan
144.		Cllr Adrian Pearce
145.		Cllr Nick Axford
146.		Cllr Helen Bowden
147.		Cllr David Tilbrook
	CHILDREN'S SERVICES SCRUTINY PANEL (Labour 9: Conservative 1)	
148.	Chair	Cllr Hugh Roderick
149.	Deputy (opposition member)	Cllr David Tilbrook
150.		Cllr Jackie Owen
151.		Cllr Andrew McLaren
152.		Cllr Sangita Patel
153.		Cllr Dave Howarth
154.		Cllr Peter Robinson
155.		Cllr Jim Fitzpatrick
156.		Cllr Teresa Smith
157.		Cllr Charlotte Martin
	STANDARDS COMMITTEE Not politically balanced	
158.	Independent Person (Chair)	Miriam Lawton
159.	Deputy Independent person (Deputy)	To be appointed
160.	Chief Whip	Cllr David McNally
161.		Cllr Vincent Ricci
162.		Cllr Jackie Lane
163.		Cllr Joe Kitchen
164.		Cllr Dan Costello
165.	Town Parish Councillor	Cllr Stephen Homer
166.	Substitute Town Parish councillor	Parish rep Cllr Travis

OUTSIDE BODIES

	GM Combined Authority	Executive Leader	Cllr Gerald Cooney	
		Substitute: Deputy Executive Leader	Cllr Bill Fairfoull	
	AGMA Executive Board	Executive Leader	Cllr Gerald Cooney	
		Substitute: Deputy Executive Leader	Cllr Bill Fairfoull	
	Police, Crime and Fire Panel	1 Member + substitute	Cllr Vimal Choksi + substitute Cllr Barrie Holland	
	Police, Crime and Fire Steering Group	1 Member	Cllr Vimal Choksi	
	GM Planning and Housing Commission	1 Member GM ask for Executive lead for Planning and Housing	Cllr Jacqueline North	
	Combined Authority Scrutiny Committee	6 Nominations (3 Members and 3 substitutes): Nominations to comprise: Four from Labour (2 members + 2 substitutes) Two from Conservatives (1 member + 1 substitute)	(1) Cllr Claire Reid	
			(2) Cllr Naila Sharif	
			Sub: Cllr Hugh Roderick	
			Sub: Cllr Jacqueline Owen	
			Cllr Liam Billington	
			Sub: Cllr Andrea Colbourne	
	GM Health Scrutiny Committee	1 Member + Sub GM ask for Chair of Health Scrutiny Committee	Cllr Naila Sharif	
			Sub: Cllr Jacqueline Owen	
	Joint Scrutiny Panel for Pennine Care Mental Health Trust	Chair and Vice Chair of Integrated Care and Wellbeing Scrutiny Panel + 1 Conservative Nomination	Cllr Naila Sharif	
			Cllr Jacqueline Owen	
			Cllr Dan Costello	
	GM Health and Social Care Partnership Board	1 Member + Sub To be replaced by Integrated Care Partnership on 1 July GM recommend appointing Leader	Cllr Eleanor Wills	
			Cllr Jacqueline Owen	
	INTEGRATED CARE PARTNERSHIP	1 Member + 1 substitute to appoint	Cllr Eleanor Wills + Cllr Laura Boyle	
	Greater Manchester Pension Fund (Labour 12: Conservative 1)	Chair	Cllr Gerald Cooney	
		Vice Chair (1 st Deputy)	Cllr Jacqueline North	
		Deputy Chair (2 nd Deputy)	Cllr Jim Fitzpatrick	
			Cllr Drennan	
			Cllr Lane	
			Cllr Quinn	
			Cllr Ricci	
			Cllr Taylor	
			Cllr Ward	
			Cllr Boyle	
			Cllr Charlotte Martin	
			Cllr George Jones	
			Cllr Liam Billington	
			Independent Observer	John Pantall
			Observer	Cllr John Taylor (Stockport)
	Ministry of Justice	Petula Herbert		

	Local Pensions Board Not politically balanced	5 Employer Reps:	
			Cllr Bill Fairfoull
			Cllr Jack Naylor
			Michael Cullen
			Paul Entwistle
			Paul Taylor
		5 Scheme Member Reps:	
			Mark Rayner
			David Schofield
			Catherine Lloyd
			Chris Goodwin
			Pensioner rep to be appointed
	Pension Fund Working Groups:		
	Administration Employer Funding Viability	Vice Chair of Pension Fund (1 st Deputy)	Cllr Jacqueline North
	Investment Monitoring and ESG	Deputy Chair of Pension Fund	Cllr Jim Fitzpatrick
	Policy and Development	Chair of Pension Fund	Cllr Gerald Cooney
	GM Transport Committee	To appoint 1 Member + Substitute Executive Member for Transport and Connectivity Cllr Dickinson to appoint to on Panel appointed by Mayor to achieve political balance	Cllr Janet Jackson Cllr Warren Bray
	GM Waste & Recycling Committee	Two nominations (to include Exec Member for Environment and Waste	Cllr Denise Ward Cllr George Newton
	GM Culture & Social Impact Fund Cttee	To appoint 1 Member + Substitute	Cllr Vimal Choksi Cllr Sangita Patel
	AGMA Statutory Functions Committee	1 Member + Substitute GM recommend same appointments as above	Cllr Vimal Choksi Cllr Sangita Patel
	Clean Air Charging Authorities Committee	1 Member + Sub GM ask for Lead Executive Member for clean air)	Cllr Denise Ward Cllr George Newton
	Air Quality Administration	1 Member + Sub GM recommend same members as above	Cllr Denise Ward Cllr George Newton
	Draft Joint Development Plan – Places for Everyone Committee	1 Member + Sub GM ask for Leader	Cllr Gerald Cooney Cllr Jacqueline North
	North West Employers	1 Member + Sub Executive or Asst Executive Member with Lead on Workforce and OD	Cllr Jacqueline North Sub: Cllr George Newton
	GM Homelessness Programme Board	1 Member + 1 substitute GM suggest Lead Member for Housing	Cllr John Taylor
	Green City Region Board	1 Member M ask for Lead Member for Low Carbon	Cllr Jack Naylor

EXECUTIVE CABINET

28 June 2023

Commenced: 1.00pm

Terminated: 1.40pm

Present: Councillors Cooney (Chair), Choksi, Fairfoull, Feeley, Jackson, Kitchen (ex-officio), Taylor, Ward and Wills

In Attendance:

Sandra Stewart	Chief Executive
Ashley Hughes	Director of Resources
Stephanie Butterworth	Director of Adult's Services
Alison Stathers-Tracey	Director of Children's Services
Julian Jackson	Director of Place
Debbie Watson	Director of Population Health
Emma Varnam	Assistant Director, Operations and Neighbourhoods
Tracy Brennand	Assistant Director, People and Workforce Development
Jordanna Rawlinson	Head of Communications

Apologies for absence: Councillors North and Sweeton.

1. DECLARATIONS OF INTEREST

There were no declarations of interest submitted by Cabinet Members.

2. MINUTES OF EXECUTIVE CABINET

RESOLVED

That the Minutes of the meeting of Executive Cabinet held on 26 April 2023 be approved as a correct record.

3. MINUTES OF ENVIRONMENT AND CLIMATE EMERGENCY WORKING GROUP

RESOLVED

That the Minutes of the meeting of the Environment and Climate Emergency Working Group held on 14 June 2023 be noted.

4. MINUTES OF STRATEGIC PLANNING AND CAPITAL MONITORING PANEL

Consideration was given to the minutes of the meeting of the Strategic Planning and Capital Monitoring Panel meeting held on 22 June 2022. Approval was sought of recommendations of the Strategic Planning and Capital Monitoring Panel arising from the meeting.

RESOLVED

- (a) The minutes of the meeting of the Strategic Planning and Capital Monitoring Panel held on 22 June 2023 be noted; and
- (b) That the following recommendations be approved:

2022/23 CAPITAL OUTTURN

- (i) Note the Capital Outturn position.
- (ii) Approve the £2.998m slippage on the Capital Programme for 2022/23 and its proposed

- re-profiling into the current 2023-24 financial year.
- (iii) Note the funding position of the Capital Programme.
- (iv) Note the changes to the Capital Programme.
- (v) Note the updated Prudential Indicator position.

ADULTS CAPITAL PLAN 2022/2023 UPDATE

- (i) Note the progress updates of the Adult Services capital programme.
- (ii) Approve the additional budget allocation of £0.039m via the Adult Services Community Capacity grant reserve to finance related IT system upgrade expenditure as referenced in section 1.2. The additional sum to be included in the 2023/24 approved capital programme.
- (iii) Approve the inclusion of the 2023/24 Disabled Facilities Grant allocation of £2.849m to the 2023/24 approved capital programme.

CHILDREN'S SOCIAL CARE CAPITAL SCHEMES OUTTURN REPORT

- (i) Note the 2022-23 Capital Expenditure Outturn position and approve the budget slippage.

IT CAPITAL PROGRAMME

- (i) Note the report and the details of the status of the schemes in the programme.

CAPITAL PROGRAMMES FOR GROWTH DEPARTMENTS

- (i) Note the progress with regards to the schemes within the Place Capital Programme (Town Centres, Property and Planning) as set out in the report
- (ii) Approve the allocation of £1,493 from the Hattersley Land Board, held in Council reserves, to fund the total overspend in relation to the works at Hattersley Railway Station.

EDUCATION CAPITAL PROGRAMME

- (i) School Condition grant for 2023/24 is updated to add £0.141m to the capital programme as detailed paragraph 2.7.
- (ii) The addition of £0.321m 2023/24 Devolved Formula Capital grant to the capital programme as detailed in paragraph 2.11.
- (iii) Additional funding of £0.200m for fire stopping works and replacement fire alarm at Oakdale Primary from Condition Grant funding as detailed in paragraph 4.13.
- (iv) Additional funding of £0.100m for asbestos removal, electrical rewire and redecoration works at Broadbent Fold Primary from Condition Grant funding as detailed in paragraph 4.14.
- (v) Funding of £0.350m for replacement roof works at Micklehurst Primary from Condition Grant funding as detailed in paragraph 4.16.
- (vi) Funding for provision of an automated gate at Cromwell High of £0.075m from Condition Grant funding and £0.025m school contribution as detailed in paragraph 4.17.
- (vii) A grant agreement for £0.720m is agreed with the New Bridge Academy Trust as detailed in paragraph 6.5 to expand temporary satellite provision at Hawthorns School from September 2023.
- (viii) The addition of £6,386 for the provision of a secure gate at St James Primary School for the resource base is agreed as detailed in paragraph 6.7, taking the total grant agreement amount for the scheme to £0.077m.
- (ix) The balance of completed Basic Needs schemes budget underspends (£0.035m) is returned to the unallocated Basic Need fund as detailed in paragraph 2.3 of the report be noted.
- (x) The balance of completed School Condition schemes budget underspends (£0.071m) is returned to the unallocated School Condition fund as detailed in paragraph 2.8 of the report be noted.
- (xi) The balance of completed High Need Provision schemes budget underspends (£0.114m) is returned to the unallocated High Need Provision fund as detailed in

- paragraph 2.13 of the report be noted.
- (xii) The balance of completed Developer Contribution scheme budget underspends (£0.035m) is returned to the unallocated Developer Contribution fund as detailed in paragraph 2.15 of the report be noted.
- (xiii) Corrie Primary – Roof Replacement (£0.490m) to be returned to the unallocated School Condition fund and (£0.010m) removal of school contribution as detailed in paragraph 4.15 of the report be noted.

CAPITAL PROGRAMME – OPERATIONS & NEIGHBOURHOODS (PLACE DIRECTORATE)

- (i) Note the progress with regards to the schemes within the Operations and Neighbourhoods Capital Programme as set out in the report.
- (ii) Approve the reprioritised resurfacing schemes for the Highways Maintenance programme as outlined in Appendix 1.
- (iii) Note the progress on the list of highway/footway maintenance schemes identified in Appendix 1 that are to be funded from the Highway Maintenance Grant Allocation
- (iv) Note the progress made to secure grant funding from the Mayor’s Challenge Fund (MCF) programme for two Tranche 1 Phase 2 schemes named Rayner Lane (Ashton and Droylsden) and Stamford Drive to Granville Street (Stalybridge and Ashton).
- (v) Approve the de-prioritisation of the MCF Tranche 1 Phase 2 scheme, named Clarendon Road (Audenshaw), for the reasons set out in section 2 of the report.
- (vi) Note TfGM’s approval of the four Active Travel Fund (ATF2) schemes at Oldham Road, Newman Street, Stockport Road, Ashton and Guide Lane, Audenshaw Note TfGM’s intention to secure grant funding from the MCF programme to upgrade the existing zebra crossing on Cavendish Street, near the junction with Higher Wharf Street and Hill Street, to a signal controlled pedestrian / cycle crossing.
- (vii) Approve the drawdown of funds in respect of the S106 agreements detailed in Section 4 of this report and add to the Council’s Capital Programme to allow the detailed design, procurement and installation of the various works

5. P12 2022/23 OUTTURN REPORT AT 31 MARCH 2023

Consideration was given to a report of the First Deputy, Finance, Resources and Transformation / Director of Resources, which set out the Outturn position for the 2022/23 financial year, as follows:

- A £0.681m overspend against the 2022/23 revenue budget of £208.609m;
- A small increase in the cumulative deficit in expenditure within the ring-fenced Dedicated Services Grant; and
- Capital Programme expenditure of £21.366m against an approved budget of £24.339m.

It was explained that the macro-economic environment in the United Kingdom (UK) had been challenging for Local Authorities throughout the financial year. When the 2022/23 budget was set, the Bank of England economic forecast was expecting inflation to peak at around 5% in the spring of 2022 and average 2.3% for the year. Inflation peaked at 11.1% in October 2022 and had remained above 10% for the duration of the financial year. A pay award, worth an average of 7% (budgeted for at 1.75%), and a more than doubling of energy costs placed significant pressure on the council’s budget.

This was alongside Adult Social Care Placement activity trending upwards for residential and nursing placements and Children’s Social Care Placements being more expensive due to market sufficiency across placement types, being felt locally and nationally. Scarcity of temporary accommodation placements had contributed to pressures in Place alongside materials inflation outstripping national indices and commuting patterns post Covid-19 restricting parking income returning to pre-pandemic levels.

The report presented separately the Outturn and budget position for Revenue, the Capital Programme and the Collection Fund. As well as setting out budget variances, the report also showed how these had impacted on the Council’s financial position as at 31 March 2023.

The report also appended the annual Treasury Management Report and performance as required by the Treasury Management Code of Practice from the Chartered Institute of Public Finance and Accountancy (CIPFA).

Key points on the Outturn, budget variances and financial position at 31 March 2023 were detailed.

In respect of the Dedicated Schools Grant, it was reported that at 31 March 2023, the cumulative deficit on the DSG was £3.306m, an increase in the deficit of £63,000 compared to the deficit of £3.243m at 1 April 2022. As there was a statutory override in place until 2025/26, a deficit balance on the DSG reserve was ring-fenced from the General Fund and was therefore not a potential charge to the local taxpayer until that point. The Council was undertaking the Delivering Better Value in SEND programme with the Department for Education and had an agreed recovery plan through its Schools Forum. Both of these supported the ongoing management of the High Needs Block.

RESOLVED

- (i) That the Revenue Outturn position be noted;**
- (ii) That the impact of the Revenue Outturn position on the Council's reserves and balances (see table 1, main report), be noted;**
- (iii) That the current position in respect of the Dedicated Schools Grant deficit be noted;**
- (iv) That the write off of uncollectable debts as set out in Appendix 1 to the report, be approved;**
- (v) That the reserve transfers set out in the relevant table of the report, be approved;**
- (vi) That the Capital Outturn position, be noted;**
- (vii) That the £2.998m underspend on the Capital Programme for 2022/23 and its proposed re-profiling into the current 2023-24 financial year, be approved;**
- (viii) That the funding position of the Capital Programme be noted;**
- (ix) That the changes to the Capital Programme be noted; and**
- (x) That the updated Prudential Indicator position be noted.**

6. STAR PROCUREMENT GROWTH

The First Deputy Finance, Resources and Transformation / Director of Resources submitted a report, which explained that the Council currently sourced most of its Procurement expertise and support as a partner of the STAR Procurement Collaboration, hosted by Trafford Council.

As part of STAR Procurement's ongoing strategy to continuously improve and deliver better value for partners, it was proposed to invite a further two partner organisations to join the collaboration. The addition of a further two partners would increase the buying power of STAR Procurement in a challenging purchasing environment and supported their strategic deliverables as outlined in the report.

The report recommended Executive Cabinet approve the growth and expansion of STAR Procurement from four to six partners and that the revised Joint Committee be reconstituted with similar parameters for delivery as the current Committee.

There were no immediate financial benefits arising from this decision, although there was potential for further economies of scale once the new partners were integrated. There were also no immediate financial dis-benefits arising from the growth of STAR Procurement. Further detail could be found in the financial implications section of the report.

RESOLVED

- (i) That the disestablishment of the current STAR Joint Committee be approved;**
- (ii) That the expansion of the current shared procurement service to include the Fifth Partner and Sixth Partner which will continue to be hosted by Trafford Borough Council in accordance with the provisions detailed in the report, be approved;**

- (iii) That the establishment of a new STAR Joint Committee for Stockport, Trafford, Rochdale, Tameside, the Fifth Partner and Sixth Partner that will support the delivery of the Shared Service and provide delegated authority to the Procurement Service to operate across the Stockport, Trafford, Rochdale, Tameside, Fifth Partner and Sixth Partner areas, be approved;**
- (iv) That the governance arrangements and Terms of Reference of the new STAR Joint Committee as set out in the report, be approved;**
- (v) That the Tameside Representative on the revised Joint Committee to be the same representative on the current Joint Committee. That representative being Councillor Jacqueline North, First Deputy (Finance, Resources & Transformation); and**
- (vi) That authority be delegated to the Director of Resources and Head of Legal Services, in conjunction with the First Deputy, to agree the final terms and conditions of, and to enter into, an Inter Authority Agreement (“IAA”) in respect of the STAR Procurement shared service on similar terms to the existing IAA.**

7. REVIEW OF CAR PARK TARIFFS

A report was submitted by the Executive Member, Planning, Transport and Connectivity / Assistant Director, Operations and Neighbourhoods providing options for revised tariffs on Council owned car parks.

It was explained that the principle of the tariff review was to provide a shoppers charter; encouraging a turnover of spaces in town car parks to making shops and services easily accessible and incentivising workers and commuters to use long stay parking provision.

The report provided a brief update on progress of the implementation plan and set out three options for an updated tariff schedule

In February 2023, Executive Cabinet agreed to the replacement or upgrade of 27 town centre Pay and Display machines. The new machines would accept card and contactless payments as well as taking coins. The work would leave the council with 24 payment machines which could take cash only. A compliant procurement route had been identified by STaR Procurement for the upgrading or replacement of the 27 machines. The approximate start date for installation would be 4 September 2023. A review of the remaining 24 machines in Council car parks would be included in the Phase 3 wider strategic review.

When considering car park tariff rates, the Council needed to consider covering expenditure and also establishing a range of charges which would encourage best use of the space available, ensuring the availability of short-stay spaces in the town centres and a premium rate for long stay places. Car parks had a number of running costs, which needed to be mitigated through income generated from their operation.

As part of the improvement plan for Car Parks, it was proposed that revised tariffs were implemented across Tameside Car Parks to bring charges in line with comparable GM neighbours, and to increase the level of surplus income available to fund highways improvements. Analysis of current fees charged at other Greater Manchester authorities was presented in the report. The analysis showed that car parking charges at Tameside Council were considerably falling below similar nearby authorities.

It was proposed that the parking tariffs were revised and uplifted to implement:

1. A tariff of fees for the 27 upgraded Pay and Display machines with card payment options.
2. A tariff of fees for the remaining cash-only pay and display machines.
3. An evening tariff rate for all car parks, 6pm-midnight.
4. The introduction of a Sunday rate for all car park within the borough.

A table of proposed revised pay and display parking tariffs was presented in the report.

It was further explained that a review of staff car parking charges subject to usual consultation with Trade Unions and contract parking would also be brought to the Executive Cabinet in September 2023 as part of the longer term Car Parking Strategy.

RESOLVED

- (i) That the implementation of new tariffs, as set out in section 5 of the report, be approved;**
- (ii) That the addition of 3 short stay town centre car parks be approved;**
- (iii) That the position in respect of parking income and highways improvement costs set out in section 3 of the report, be noted;**
- (iv) That the tariff for cash only machines to be applied to all car parks from 1 July 2023; and**
- (v) That the new tariff for short stay and long stay car parks to be implemented when the upgrade of machines has been completed (Expected September 2023).**

8. EARLY HELP STRATEGY

Consideration was given to a report of the Deputy Executive Leader, Children and Families / Director of Children's Services, which outlined the establishment of the new Early Help Strategy.

It was explained that the strategy built on the previous Tameside Early Help Strategies of 2017 and 2020. Tameside's approach to Early Help had been refreshed to align with the recommendations from the Independent Review of Children's Social Care (2022), The Department for Education's Stable Homes, Built on Love strategy and consultation (2023) and the Family Hubs and Start for Life programme (2022-2025).

The report detailed the drivers for the strategy and advised that Tameside had also developed a new Thresholds Document ([Tameside Framework for help and support](#)) which would support the delivery of the Early Help Strategy by supporting professionals to identify signs that families need help and the appropriate level of support required.

The Early Help Strategy 2023-2026 would reflect and align the approach with recent changes, strengthening the approach to early intervention, providing families with the right help, from the right place at the right time. The new strategy also acknowledged recent structural changes which had been made to Tameside Council's Early Help offer, including the establishment of targeted family help at Level 3 of the threshold framework where more complex early help cases would be held by Family Help Lead Practitioners who would work with a family as long as needed provided they were making progress. Where needs escalated, cases could be safely and quickly stepped up to statutory services using clearly defined, systematic approaches. The strategy had been developed in order to achieve better outcomes for families and to deliver on corporate priorities to ensure children had the very best start in life, gain aspiration and hope through learning and to nurture resilient families and supportive networks to protect and grow young people.

RESOLVED

That the content of the report be noted and the strategy endorsed.

9. FOSTER FRIENDLY EMPLOYER POLICY

The First Deputy, Finance, Resources and Transformation / Assistant Director, People and Workforce Development submitted a report, which set out the opportunity to adopt a Foster Friendly Policy that provided paid time off for employees who were foster carers or approved kinship carers, or were training to be foster carers. The policy aimed to support employees to manage work and the commitments of being a foster carer.

It was explained that, currently foster/kinship carers were required to co-ordinate various meetings and training sessions around work commitments. The policy was a positive step forward in providing

support for working foster/kinship carers and encouraging others to consider fostering. The adoption of the policy would ensure the Council were able to gain accreditation as a Foster Friendly Employer which supported the aim to be an employer of choice.

RESOLVED

- (i) **That the terms of the Foster Friendly Employer policy (as Appendix 1 to the report) be agreed, to support existing and aspiring foster carers in the workplace and to meet corporate priorities of increasing levels of fostering and improving placement stability; and**
- (ii) **It be acknowledged that the implementation of this policy will support the Council's accreditation as a Foster Friendly Employer.**

10. PRIDE OF TAMESIDE BUSINESS AWARDS

A report was submitted by the Executive Member, Inclusive Growth, Business and Employment / Interim Assistant Director, Investment, Development and Housing, providing options for the return of the Pride of Tameside Business Awards, a high profile business event celebrating local businesses which last took place in 2019.

The report set out a number of options for consideration as follows:

Option	Key Benefits	Key Challenges
1 Direct delivery by TMBC	Controlled internally ensuring quality of delivery	Large project will take significant amount of staff time and creates a financial risk
2 External procurement of event partner	Tried and tested model through which TMBC retains some control	Previous procurement has not been successful, however this has not gone to market since 2021
3 Do not continue Pride of Tameside Business Awards	No financial risk	Businesses are keen for this to return and may have an expectation of this being delivered
4 Partner with Quest Media	Less staff time required	Financial risk if partner organisation is in financial difficulties Loss of control of quality of delivery

RESOLVED

- (i) **That Option 1, in house delivery of the Pride of Tameside Business Awards by the Economy, Employment & Skills team, be supported; and**
- (ii) **That in order to allow decisions to be made with the speed and flexibility required to deliver an awards event, all operational, management and delivery, be delegated to the Director of Place.**

11. STOPPING THE SUPPLY OF FREE CADDY LINERS FOR FOOD WASTE

Consideration was given to a report of the Executive Member, Climate Emergency and Environmental Services / Director of Place, which outlined a proposal to cease supplying caddy liners free to residents and the implementation timeline.

It was explained that the Council currently supplied free on request compostable caddy liners to encourage residents to compost their food waste and add to their brown bin. The collection of food waste was now a well-established practice across households in Tameside. The provision of caddy liners was not necessary to enable residents to recycle their food waste and did not align with the Council's environmental aspirations of achieving net zero services; reducing consumption and

procuring sustainably. The preferred approach was to recycle food waste directly into the caddy and then into the brown bin, reducing un-necessary resources in the waste stream as well as the detrimental carbon footprint of producing liners.

RESOLVED

That the supply of free caddy liners to households be stopped, within the implementation timeframe, as detailed in the report.

12. DELIVERY OF A NEW GREATER MANCHESTER BUSINESS COMPLIANCE SERVICE

The First Deputy, Finance, Resources and Transformation / Executive Member for Climate Emergency and Environmental Services / Assistant Director for Operations and Neighbourhoods submitted a report, which explained that Funding from the Regulator's Pioneer Fund (part of the Department for Business & Trade) of £503,728 had been awarded to Tameside Council on behalf of the ten Greater Manchester public protection teams to create a new business compliance service across Greater Manchester, providing business compliance advice covering environmental health, trading standards and licensing.

RESOLVED

- (i) That Tameside Council accepts the funding on behalf of the ten Greater Manchester Local Authorities and enters into the Memorandum of Understanding between Tameside Council and the Regulator's Pioneer Fund (on behalf of the Department for Business & Trade) to support delivery of a new Greater Manchester Business Compliance Service (Appendix 1 to the report);**
- (ii) That Tameside Council be the Lead Partner and reallocate the funding to each of the other nine Greater Manchester Local Authorities as per the funding agreement (Appendix 2) and with Salford City Council solely for the funding agreement (Appendix 3) to support delivery of a new Greater Manchester Business Compliance Service; and**
- (iii) That the Collaboration Agreement (Appendix 4) be entered into with the other nine Greater Manchester Local Authorities to support delivery of a new Greater Manchester Business Compliance Service.**

13. THE BEE NETWORK – IMPROVING GREATER MANCHESTER'S TRANSPORT GOVERNANCE

Consideration was given to a report of the Executive Member, Planning Transport and Connectivity / Director of Place, which proposed new governance arrangements to enable a more coordinated and integrated approach to transport governance.

Current arrangements were detailed and it was explained that GMCA, the Mayor and the 10 GM Constituent Councils had delegated some of their functions to the GM Transport Committee (GMTC). The functions delegated provided limited opportunities for GMTC to influence strategic decision-making and therefore transport policy. Its role combined elements of both decision-making around relatively minor issues and performance monitoring which was usually considered to be a scrutiny committee function. This had led to a lack of clarity both within and outside of the GM system.

Principles for future governance were outlined as follows:

To help shape future governance, seven principles that set out the requirements of any new structures have been identified. They should:

- Support shared ownership of the transport agenda across GM, informed by local priorities and driven by consensus.
- Support an integrated approach to policy development to support the delivery of an integrated network.
- Separate decision-making and policy development from oversight and scrutiny.

- Strengthen decision-making, scrutiny and local involvement.
- Be simplified and transparent.
- Support enhanced member and public engagement.
- Ensure delegation to officers to enable operational flexibility, as appropriate.

In alignment with these principles, the proposal was:

- A new, smaller, and more strategically focussed 'Bee Network Committee' (BNC), which would lead transport decision-making at a regional level, taking greater ownership and responsibility for the GM integrated transport network.
- Strengthened local engagement by increasing opportunities for local councillors and members of the public to contribute to and influence transport policy and services in their area.
- Formal scrutiny of the Bee Network Committee being part of the work programme of the newly strengthened GM Overview & Scrutiny Committee.

Although the new committee itself would have greater delegated powers, no additional constituent Council functions were to be transferred or delegated to the GMCA.

As with the present GMTC, the BNC would be structured as a joint committee, able to exercise decision-making powers and develop policy on behalf of the CA, the Mayor and constituent councils.

The draft Terms of Reference (Appendix 2 to the report) set out the proposed functions of and delegations to the Bee Network Committee. Appendix 3 set out a draft of the proposed Rules of Procedure. If agreed by the GMCA and the Mayor, each GM constituent council would then need to agree to the establishment of the new Bee Network Committee, approve the proposed terms of reference and rules of procedure and appoint an appropriate representative and substitute to the committee. On conclusion of this process, it would be the intention to hold the first meeting of the new Bee Network Committee in July 2023, prior to the first franchised bus services entering operation in September 2023.

RESOLVED

That Council be recommended to agree:

- (i) That the establishment of a new joint transport committee (the Bee Network Committee) of the GMCA, the Mayor and the ten Greater Manchester constituent councils, be agreed;**
- (ii) That the appointment of members to the Bee Network Committee as set out in Appendix 1 to the report and nominate the Executive Member for Planning, Transport and Connectivity as the Tameside Council representative, be approved;**
- (iii) That the Terms of Reference of the Bee Network Committee as set out in Appendix 2 to the report, be approved;**
- (iv) It be agreed to delegate the functions of GMCA as set out in the Terms of Reference to the Bee Network Committee and note the delegation of Mayoral functions as set out in the Terms of Reference, attached at Appendix 2 to the report;**
- (v) That the Rules of Procedure for the Bee Network Committee as set out in Appendix 3 to the report, be approved; and**

14. TAMESIDE INTERCHANGE – FINAL LAND TRANSACTIONS

The First Deputy, Finance, Resources and Transformation / Director of Place submitted a report, which explained that, for several years, the Council had been working in partnership with Transport for Greater Manchester ('TfGM') in order to deliver the new Tameside Interchange.

Whilst the Interchange work had been successfully completed and was operational, part of the former bus station site was currently vacant and was not required as part of the scheme. The purpose of the report was to finalise all outstanding land transactions arising in relation to the scheme over the years utilising the Ashton Levelling-Up Funding to support the wider strategic vision for

Ashton Town Centre.

Members were advised that the Interchange works were completed in August 2020 although notwithstanding the previous cabinet resolutions, the transfer of the three parcels of land and acquisition of the former bus station site had not been completed.

With regard to the proposed acquisition of the former bus station site, in February 2021 TfGM tabled a revised deal whereby:

- TfGM would either pay the Council a capital receipt of £150,000 to relinquish its interest in the site and enable TfGM to progress a disposal entirely at their discretion; or alternatively
- TfGM would transfer the site to the Council for a £1, subject to an overage with TfGM receiving 50% of Market Value at the point of a future sale, or in the event the Council failed to sell the land within a 10 year period, 50% of the Market Value at that time.

Dealing briefly with each proposal in turn, it was reported that, due to the strategic importance of the site and its close proximity to Tameside One and the main Ashton Shopping centres, it would be difficult for the Council to justify relinquishing control. Similarly, in proceeding with the second alternative, the inclusion of an overage would result in the need for the Council to engage in further negotiations with TfGM in the future. As neither alternative was considered tenable and following receipt of the Levelling-Up Funding, with the opportunity to utilise this external funding, the preference would be to buy the former bus station site unencumbered. In response TfGM had confirmed they required a price of £150,000 to proceed on that basis. The area of land had had a recent independent valuation (April 2023) that stated a value to the Council of £150,000, which was in line with the proposed purchase price. TfGM had advised they had obtained the necessary governance and authority to proceed on the basis set out in the report.

RESOLVED

- (i) **That the purchase of the former bus station site from TfGM for £150,000 be approved, in order to support the wider emerging strategic vision for Ashton Town Centre;**
- (ii) **That the transfer of three small parcels of land to TfGM for £28,000 be approved, to give effect to previous arrangements agreed in principle by Executive Cabinet on 28 June 2017 and 7 February 2018; and**
- (iii) **That any variations to the terms set out in the report, which are not of a material nature, be delegated to the Director of Place in consultation with the Head of Legal Services and the Executive Member, Finance, Resources and Transformation.**

15. URGENT ITEMS

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

16. DATE OF NEXT MEETING

RESOLVED

It be noted that the next meeting of Executive Cabinet is scheduled to take place on Wednesday 26 July 2023.

CHAIR

DEMOCRATIC PROCESSES WORKING GROUP

3 JULY 2023

Commenced: 4.00pm

Terminated: 4.25pm

Present: Councillors Cooney (In the Chair), Fairfoull, McNally, North, Ward and Warrington.

Apologies for Councillors Costello and Kitchen
Absence

1. MINUTES OF PREVIOUS MEETING

RESOLVED:

That the minutes of the meeting of the Working Group held on 20 February 2023 be approved as a correct record.

2. MAY 2023 ELECTIONS

Members considered a report of the Chief Executive / Returning Officer, which outlined the administrative issues which arose during the 2023 Borough Council Elections. Members were reminded that there had been significant differences to standard Borough Council elections in that all 57 seats were elected following the boundary review. In addition the May 2023 elections were the first at which voter id was required to vote in polling stations.

Given that there were three vacancies in each ward there were a total of 118 nomination papers submitted. The number of assentors required on Borough Council nominations had been reduced to two on a permanent basis. As in previous elections, parties were encouraged to collect and return nomination packs for groups of candidates rather than collecting individually, most adopted this approach.

One of the implications of all-out elections had been that the three successful candidates in each ward were elected for varying terms office. What this meant in practice was that at the May 2023 Borough Council election the candidate receiving the most votes in a ward was elected until May 2027; the candidate receiving the second most votes was elected until May 2026 and, because 2025 had to be a fallow year the candidate receiving the third most votes was elected until May 2024.

At the May 2023 local elections it was necessary to show photographic id in order to vote at a polling station. If a voter turned up at a polling station with no accepted photo identification, they were not issued with a ballot paper and were asked to return with an accepted form of photo identification. There was no discretion in this matter and it was enforced at polling stations in accordance with the law. Additional poll clerks were used in each polling station in order to check on arrival at the polling station if the elector had voter ID. If on arrival at the polling station the elector did not have ID they were advised by the additional poll clerk to return with valid ID. Monitoring information was gathered at polling stations on behalf of the Electoral Commission to determine the numerical impact of the introduction of voter ID. The headline figures for Tameside were:

- 215 electors were not issued with a ballot paper on first visit;
- 162 of these returned with valid ID and were issued a ballot paper;
- 53 electors were not issued with a ballot paper as a result of not having valid voter ID;
- 142 electors used the Voter Authority Certificate as their form of ID;
- 5 electors asked that their voter ID was checked in a private area.

Members were informed that the Electoral Commission had published its analysis of the impact of the introduction of Voter ID requirement nationally. In summary the Electoral Commission research showed:

- **Awareness of the need to bring ID to vote at a polling station was high** - 87% of people in England (excluding London, where there were no elections) were aware that they needed to show photo ID to vote at a polling station. In the research carried out immediately following the poll, this was 92% of people in areas with elections. Awareness varied across the population and was lowest among younger age groups (82% for 18 to 24-year-olds), Black and minority ethnic communities (82%) and those who said they never vote in local elections (84%). Awareness was significantly lower among people who said they did not have an accepted form of ID (74%) compared with those who did have ID (94%).
- **Awareness and take-up of the Voter Authority Certificate was low** - approximately 89,500 people applied for a Voter Authority Certificate before the deadline on 25 April. Around 25,000 certificates were used as a form of ID on 4 May. In May 2023, awareness of the Voter Authority Certificate was 57% both among the overall population and those who said they did not already have photo ID. The overall number of Voter Authority Certificates applied for and used was low compared with estimates of the number of voters who might not have any other accepted ID.
- **Nationally, at least 0.25% of people who tried to vote at a polling station in May 2023 were not able to because of the ID requirement.** Data collected in polling stations showed that at least 0.25% of people who tried to vote at a polling station were not issued with a ballot paper because of the ID requirement, this equated to approximately 14,000 voters. At least 0.7% of people who tried to vote at a polling station were initially turned away but around two-thirds of those people (63%) returned later in the day and were able to vote.
- **Around 4% of all non-voters said they didn't vote because of the voter ID requirement.** Some people who would have wanted to vote at a polling station may have decided not to try, because they realised they did not have accepted ID before attempting to vote.

Members were informed that in Tameside the percentage of voters going to a polling station who were not issued a ballot paper as they did not produce valid voter ID was 0.24%, which was in line with the national average. Overall turnout in Tameside was similar to the turnout at the equivalent round of elections in 2019.

For the May 2023 Borough Council Elections there were a total of 40,332 postal votes issued, for the May 2022 elections there had been 35,038 postal. This was an increase of circa 5,000 or 15%, the bulk of this increase followed the letter sent to all properties advising of introduction of voter ID and offering alternative of a postal vote. Despite the significant increase in the number of postal votes the percentage of postal votes returned is the same as at the last election, 59%.

The report stated that following the Local Government Boundary Review Members agreed a number of changes to polling districts and polling stations at Council in December 2022. Members were asked for comments on the impact of the changes and areas or polling stations requiring further review

With regard to the Count, Members were reminded that as voters could vote for up to three candidates in each ward it was necessary to count votes using the 'grass skirt' method of counting. The approach taken included the use of block votes whereby if a party received all three votes they were counted separately, the majority of votes counted were block votes and adopting this approach saved a considerable amount of time in conducting the count.

Members also considered the count venue for future elections given that Unit 7 would no longer be available. Of particular concern was the count for the next Parliamentary Election. Given that the implementation of the Parliamentary Boundary Review was imminent and would be in place before

the next election the Tameside Returning Officer would be responsible for two constituencies rather than the current three it would be possible to conduct Parliamentary Counts in Dukinfield Town Hall.

RESOLVED:

- (i) That the update be noted;**
- (ii) That Members be asked for feedback on changes made to polling districts and polling stations;**
- (iii) That arrangements be made to hold the count for future Parliamentary Elections at Dukinfield Town Hall**

3. ELECTORAL COMMISSION BULLETINS

Consideration was given to a report of the Chief Executive 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

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Agenda Item 8

Report to:	Council
Date:	3 July 2023
Executive Member/Reporting Officer	Councillor Jan Jackson, Executive member for Planning, Transport and Connectivity Julian Jackson, Director of Place
Subject:	THE BEE NETWORK - IMPROVING GREATER MANCHESTER'S TRANSPORT GOVERNANCE
Report Summary:	To propose new governance arrangements to enable a more coordinated and integrated approach to transport governance.
Recommendations:	That Council: <ul style="list-style-type: none">(i) Agree to the establishment of a new joint transport committee (the Bee Network Committee) of the GMCA, the Mayor and the ten Greater Manchester constituent councils,(ii) Approve the appointment of members to the Bee Network Committee as set out in Appendix 1 and nominate the Executive Member for Planning, Transport and Connectivity as the Tameside Council representative.(iii) Approve the Terms of Reference of the Bee Network Committee as set out in Appendix 2(iv) Agree to delegate the functions of GMCA as set out in the Terms of Reference to the Bee Network Committee and note the delegation of Mayoral functions as set out in the Terms of Reference, attached at Appendix 2.(v) Approve the Rules of Procedure for the Bee Network Committee as set out in Appendix 3
Corporate Plan:	Key aims of the Corporate Plan are to ensure modern infrastructure and a sustainable environment that works for all generations and future generations. The proposed governance arrangements for the Greater Manchester (GM) integrated transport system, the Bee Network, will support these aims by facilitating the delivery of sustainable transport infrastructure within Tameside and the wider GM area.
Policy Implications:	The proposed governance arrangements will support the policy aims of the Council's Inclusive Growth Strategy, the Council's growth priorities, the GM 2040 Transport Strategy and the draft GM Places for Everyone joint development strategy.
Financial Implications: (Authorised by the statutory Section 151 Officer)	There are no immediate financial implications arising from this decision, and there should be no additional costs arising from the change in governance arrangements. The establishment of the new joint transport committee does not require the commitment of any new or additional budget, however as policy is formulated the financial implications arising from those decisions must be captured.
Legal Implications: (Authorised by the Borough Solicitor)	The Council has the power to enter joint and collaborative arrangements such as this under the Local Government Act 1972 and The Local Authorities (Arrangements for the Discharge of Functions)

(England) Regulations 2012. The authority to make the decision to enter such arrangements rests with full Council.

The Terms of Reference and Rules of Procedure will ensure robust and transparent governance.

Risk Management: No implications arising directly from this report

Background Information: The background papers relating to this report can be inspected by contacting Simon Eastwood



Telephone: 0161 342 3951



e-mail: Simon.Eastwood@tameside.gov.uk

1. INTRODUCTION/BACKGROUND

- 1.1. The creation of Greater Manchester's (GM's) integrated transport system, the Bee Network, will require a more coordinated and integrated approach to transport governance, which places accountability to local people at its heart.
- 1.2. Local control of the GM transport network, and bus franchising in particular, will change the type and number of decisions being made. GM therefore needs to change the make-up of its decision-making bodies so as to ensure GM's new responsibilities are discharged in an effective and transparent way.

2. CURRENT ARRANGEMENTS

- 2.1. GMCA, the Mayor and the 10 GM Constituent Councils have delegated some of their functions to the GM Transport Committee (GMTC). The functions delegated provide limited opportunities for GMTC to influence strategic decision-making and therefore transport policy. Its role combines elements of both decision-making around relatively minor issues and performance monitoring which is usually considered to be a scrutiny committee function. This has led to a lack of clarity both within and outside of the GM system.

3. PRINCIPLES FOR FUTURE GOVERNANCE

- 3.1. To help shape future governance, seven principles that set out the requirements of any new structures have been identified. They should:
 - Support shared ownership of the transport agenda across GM, informed by local priorities and driven by consensus.
 - Support an integrated approach to policy development to support the delivery of an integrated network.
 - Separate decision-making and policy development from oversight and scrutiny.
 - Strengthen decision-making, scrutiny and local involvement.
 - Be simplified and transparent.
 - Support enhanced member and public engagement.
 - Ensure delegation to officers to enable operational flexibility, as appropriate.

4. THE WAY FORWARD

- 4.1. In alignment with these principles, the proposal is:
 - A new, smaller, and more strategically focussed 'Bee Network Committee' (BNC), which would lead transport decision-making at a regional level, taking greater ownership and responsibility for the GM integrated transport network.
 - Strengthened local engagement by increasing opportunities for local councillors and members of the public to contribute to and influence transport policy and services in their area.
 - Formal scrutiny of the Bee Network Committee being part of the work programme of the newly strengthened GM Overview & Scrutiny Committee.
- 4.2. Although the new committee itself would have greater delegated powers, no additional constituent Council functions are to be transferred or delegated to the GMCA.
- 4.3. The GMCA would delegate additional functions that are already conferred on or delegated to it, to TfGM. Such functions would be of a day-to-day operational nature, for example, local bus information, consultation procedures, transport and road safety studies. This will require corresponding amendments to the GMCA constitution which will be included in the annual review of the constitution.

5. THE BEE NETWORK COMMITTEE (BNC)

- 5.1. As with the present GMTC, the BNC would be structured as a joint committee, able to exercise decision-making powers and develop policy on behalf of the CA, the Mayor and constituent councils.
- 5.2. It is anticipated that the new committee would have no more than 15 members, as set out below:
- GM constituent councils appoint one member each to ten places (expected to be the transport portfolio holder – see below)
 - GMCA appoints to one place
 - The Mayor
 - Additional members appointed by Mayor for political balance (up to a maximum committee size of 15).
- 5.3. The constituent councils would be expected to nominate their cabinet member with transport responsibility to the committee, or another councillor with decision-making responsibility where more appropriate
- 5.4. By bringing together executive members from across the city region, the BNC will be able to take a holistic and integrated view of transport in GM, and can better support and co-ordinate activity across district boundaries e.g. co-ordination of highways management.
- 5.5. Functions of the new committee could include:
- a) Decision-Making – Approving significant changes to transport network operations, and the draw down of funding to invest in transport infrastructure and operations.
 - b) Performance Monitoring – Oversight of the performance and financial sustainability of the transport network, holding transport operators and TfGM to account.
 - c) Policy Development – Developing transport policy to support the delivery of the Local Transport Plan (Greater Manchester 2040 Transport Strategy) and the Greater Manchester Strategy, within the parameters of the budgets set by GMCA.
 - d) Local Coordination – Facilitating coordination between the Constituent Councils to support effective highways management and infrastructure delivery. For example, oversight of the coordination of road works through the Greater Manchester Road Activity Permit Scheme (GMRAPS).
- 5.6. The GMCA would continue to approve:
- Transport Budgets
 - The Local Transport Plan and any sub-strategies
 - Metrolink and Bus Franchise contract awards
 - TfGM Executive and Non-Executive Appointments
- 5.7. TfGM would make day-to-day operational decisions within agreed parameters and policies.
- 5.8. The TfGM Executive Board would retain responsibility for ensuring TfGM has or develops the organisational capabilities and culture to deliver the transport strategies, policies and interventions of the Transport Authority as directed by the Mayor, the GMCA, GM constituent councils and BNC.

6. STRENGTHENED MEMBER AND PUBLIC ENGAGEMENT

- 6.1. A key part of these new governance arrangements will be an increased number of opportunities for local councillors and members of the public to influence transport policy and services in their area and better hold TfGM and other agencies to account for the operational performance of the network (e.g. around safety and personal security). These will include:
- Opportunities for local members to inform reviews of the transport network, including regular reviews of the franchised bus network, through direct engagement and consultation.
 - Virtual and in-person drop-ins established for local members to raise issues/concerns

directly with TfGM officers.

- Opportunities for local members to input via Transport Executive Members represented on Bee Network Committee.
- Opportunities for constituent councils to refer petitions regarding the transport network to the Bee Network Committee, providing they comply with the requirements of that constituent council's petitions scheme.

7. CLEAR SCRUTINY ARRANGEMENTS

- 7.1. As GM takes on new responsibilities and functions, it is important that scrutiny arrangements are appropriately strong. Under these proposals, the GMCA's single, integrated Overview & Scrutiny Committee will consider transport matters in one place, alongside other policy areas, allowing for integrated consideration of issues. This approach has been highlighted within the Government's recently published English Devolution Accountability Framework as an example of good practice.
- 7.2. The GMCA Overview & Scrutiny Committee will scrutinise the decisions of the BNC and will be able to call in Decisions as it feels appropriate. It may also initiate task and finish groups, which can provide greater opportunity to focus on a particular issue.

8. IMPLEMENTATION

- 8.1. The attached draft Terms of Reference (**Appendix 2**) set out the proposed functions of and delegations to the Bee Network Committee. **Appendix 3** sets out a draft of the proposed Rules of Procedure.
- 8.2. If agreed by the GMCA and the Mayor, each GM constituent council will then need to agree to the establishment of the new Bee Network Committee, approve the proposed terms of reference and rules of procedure and appoint an appropriate representative and substitute to the committee.
- 8.3. On conclusion of this process, it would be the intention to hold the first meeting of the new Bee Network Committee in July 2023, prior to the first franchised bus services entering operation in September 2023.

9. RECOMMENDATION

- 9.1. As stated on the cover of the report.

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APPENDIX 1

Bee Network Committee – Joint Committee of the Mayor, the GMCA and the Constituent Councils pursuant to the Greater Manchester Combined Authority (Functions and Amendment) Order 2019 (the GM Transport Order)

1. The number of members of the Bee Network Committee shall not exceed 15.
2. Each Constituent Council shall appoint one of their elected members to be a member of Bee Network Committee.
3. Each of the Constituent Councils is expected to appoint their district's executive member with responsibility for transport to be a member of the Bee Network Committee.
4. Each Constituent Council shall appoint one of their elected members to act as substitute member of the Bee Network Committee in the absence of the member appointed in accordance with clause 3 above.
5. The GMCA will appoint one member of the GMCA to be a member of the Bee Network Committee.
6. The GMCA will appoint one member or substitute member of the GMCA to act as substitute member of the Bee Network Committee in the absence of the member appointed in accordance with clause 5 above.
7. The Mayor will be a member of the Bee Network Committee.
8. The Mayor will appoint, one member or one substitute member of the GMCA (insofar as is reasonably practicable) or (if not reasonably practicable) an elected member of one of the constituent councils to act as substitute member of the Bee Network Committee in the Mayor's absence.
9. The Mayor will appoint up to 3 additional members to the Bee Network Committee, from the elected members of the Constituent Councils. The appointments to the Bee Network Committee made by the Mayor under this clause 9 will be made so as to ensure that the members of the Bee Network Committee, taken as a whole, reflect as far as reasonably practicable the balance of political parties for the time being prevailing among the Constituent Councils when taken together. The appointments to the Bee Network Committee made by the Mayor under this clause 9 will reflect the wishes of the relevant political group as to the members to be appointed to any seat on the Bee Network Committee allocated to that political group.
10. The GMCA will appoint elected members of the Constituent Councils to act as substitute members of the Bee Network Committee in the absence of the members appointed in accordance with clause 9 above.

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Bee Network Committee – Terms of Reference

1. Overview

- 1.1 As a joint committee of the ten Greater Manchester district councils ('the Constituent Councils'), the GMCA and the Mayor, the Bee Network Committee brings together the principal transport decision-makers in Greater Manchester, allowing a holistic, integrated view of transport to be taken.
- 1.2 The Bee Network Committee is responsible for overseeing delivery of Greater Manchester Local Transport Plan set by GMCA and within the transport budgets set by the GMCA.
- 1.3 The Committee leads transport decision-making at a city regional level, and is responsible for monitoring the performance of Greater Manchester's transport network, and the performance of Transport for Greater Manchester (TfGM), the local government body responsible for delivering Greater Manchester's transport strategy and commitments.
- 1.4 The Committee has an important role in developing transport policy, and advising and supporting the Constituent Councils, the GMCA and Mayor on specific transport issues.
- 1.5 The Committee also supports shared ownership of the transport agenda across the city region, informed by local priorities and driven by consensus. It facilitates an integrated approach to policy development to support the delivery of Greater Manchester's fully integrated transport system, the 'Bee Network', which will change the way people travel across the city region.
- 1.6 In summary, the four key roles for the Bee Network Committee are:
 - a) **Decision-Making** – Determining changes to transport network operations as set out in Part 2, and the draw down of funding to invest in transport infrastructure and operations.
 - b) **Performance Monitoring** – Oversight of the performance and financial sustainability of the transport network, holding transport operators and TfGM to account.
 - c) **Policy Development** – Developing transport policy to support the delivery of the Local Transport Plan and the Greater Manchester Strategy, within the parameters of the budgets set by GMCA.
 - d) **Local Coordination** – Facilitating coordination between the Constituent Councils to support effective highways management and infrastructure delivery.

2. Transport functions of the GMCA delegated or referred to the Bee Network Committee

- 2.1 The following transport functions of the GMCA are delegated or (where indicated) referred for the making of recommendations, by the GMCA or, as the case may be, the Mayor to the Bee Network Committee, without prejudice to the GMCA's or, as the case may be, the Mayor's right to discharge such functions directly, and subject to the Bee Network Committee exercising these functions in accordance with any transport policies of the GMCA and the Mayor, the Local Transport Plan and the agreed transport budget and borrowing limits:
 - a) Determining a programme of reviews to inform changes to the transport network;
 - b) Determining any proposed changes to the transport network resulting from the programme of network reviews, subject to compliance with any statutory

- requirements. For example, the introduction of new routes, withdrawal of existing routes, or major changes to routes, frequencies or vehicle specifications;
- c) Receiving updates, where appropriate, on other operational changes to the transport network, such as: schedule changes to improve reliability, minor route changes, capacity changes, changes in response to emergency events and planned temporary changes;
 - d) Determining the operation of subsidised bus services in Greater Manchester;
 - e) Determining the operation of the GMCA's accessible transport provision pursuant to Sections 106(1) and 106(2) of the Transport Act 1985;
 - f) Approving the draw down of capital funds to invest in transport infrastructure, services and operations in accordance with the budgets set and the capital programme/s approved by the GMCA;
 - g) Monitoring the performance of Greater Manchester's transport network, including the parts of the network which are not within the control of the Mayor, the GMCA or local authorities such as rail services and the strategic highways network managed by National Highways;
 - h) Monitoring delivery of the Local Transport Plan and other transport policies of the Mayor and the GMCA;
 - i) Monitoring delivery of key transport programme including, but not limited to, the transport capital programme;
 - j) Monitoring and overseeing the activities and performance of TfGM (and where appropriate recommending that the GMCA exercise the power pursuant to Section 15(6) of the Transport Act 1968 to give to TfGM such directions as appear to the Bee Network Committee to be appropriate to secure the observance of the rights of the GMCA);
 - k) Ensuring that TfGM secures the provision of appropriate public passenger transport services pursuant to Section 9A(3) of the Transport Act 1968 and monitoring the operation and performance of these services and initiating appropriate action, including making recommendations to the GMCA and/or the Mayor;
 - l) Ensuring that TfGM implements those actions delegated to it for promoting the economic, social and environmental well-being of Greater Manchester and its residents pursuant to Section 99 of the Local Transport Act 2008;
 - m) Undertaking policy reviews and development, to support the delivery of the Local Transport Plan and the Greater Manchester Strategy, in accordance with any transport policies of the GMCA or Mayor, and the GMCA's agreed transport budget and borrowing limits;
 - n) Reviewing fares, tariffs, charges and concessions functions and making recommendations to the GMCA, in accordance with any transport policies of the GMCA and the Mayor, the Local Transport Plan and the agreed transport budget and borrowing limits;
 - o) Considering proposals by TfGM to promote or oppose any Bill in Parliament pursuant to Section 10(1)(xxix) of the Transport Act 1968 and making recommendations to the GMCA as to whether it should approve such proposals; and
 - p) Promotion of Greater Manchester's transport and travel interests as set by the GMCA and the Mayor.

- 2.2 In respect of functions under section 39(2) and (3) of the Road Traffic Act 1988 ('the road safety function'), which may be exercised concurrently with Constituent Councils, the GMCA delegates to the Bee Network Committee responsibility for:
- a) Producing and developing policies in relation to the road safety function;
 - b) Drawing up budgets in relation to the road safety function insofar as it is exercised by the TfGM. Determining the tasks to be carried out in relation to the road safety function by TfGM;
 - c) Making recommendations to the GMCA and the Mayor in respect of the development of policies for the promotion and encouragement of safe transport to, from and within its area under s108 Transport Act 2000; and

- d) Monitoring and overseeing the activities and performance of TfGM, in respect of the road safety function.

3. Transport functions of the Constituent Councils delegated directly to the Bee Network Committee

- 3.1 The following transport related functions of the Constituent Councils are delegated directly to the Bee Network Committee subject to the Bee Network Committee exercising these functions in accordance with any policies of the GMCA (as local transport authority), the Local Transport Plan and the terms of the delegation from the Constituent Councils:
 - a) Carrying out actions to facilitate the performance by local traffic authorities of their duty to manage their road traffic on their own roads and facilitating the same on other local authorities' roads pursuant to Sections 16 and 17 (except for sub-sections 17 (2) and (3)) of the Traffic Management Act 2004, including in particular –
 - i. establishing processes for identifying things (including future occurrences) which are causing or have the potential to cause road congestion or other disruption to the movement of traffic on the road network;
 - ii. determining specific policies and objectives in relation to strategic roads; and
 - iii. monitoring the effectiveness of traffic authorities in managing their road network.
- 3.2 The delegated functions referred to in paragraph 3.1 enable the Bee Network Committee to coordinate local authority transport responsibilities, where cross border cooperation is required.

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APPENDIX 3

Bee Network Committee

Rules of Procedure

1. Interpretation, Suspension and Variation/Revocation of Rules of Procedure

- 1.1 These Rules shall apply to the Bee Network Committee.
- 1.2 The ruling of the Chair on the interpretation of these Rules in relation to all questions of order and matters arising in debate shall be final.
- 1.3 References in these Rules to the “Chair” mean the member of the Bee Network Committee for the time being presiding at the meeting of the Bee Network Committee. References in these Rules to the “Secretary” means the officer of the GMCA who is appointed to discharge the role of the Secretary to the Bee Network Committee.
- 1.4 * Except for those provisions which accord with the provisions of the Local Government Acts (and which are indicated with an asterisk *) any Rule may be suspended at a meeting of the Bee Network Committee with the consent of the majority of the whole number of members of the Bee Network Committee but not otherwise.
- 1.5 * These Rules (except for those Rules marked with asterisk*) may be varied or revoked by a decision of a two-thirds majority of the Bee Network Committee and any motion to vary or revoke any of these Rules shall, when proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Bee Network Committee which shall determine the matter having considered a report of the Secretary to the Bee Network Committee on the proposed variation or revocation.

2. Chair

- 2.1 *The Chair of the Bee Network Committee will be appointed annually by the Mayor from among its members and shall, unless they resign, cease to be members of the Bee Network Committee or become disqualified, act until their successor becomes entitled to act as Chair.
- 2.2 The appointment of the Chair, for recommendation to the Mayor shall be the first business transacted at the Annual Meeting of the Bee Network Committee.
- 2.3 * On a vacancy arising in the office of Chair for whatever reason, the Bee Network Committee shall recommend an appointment to fill the vacancy at the next ordinary meeting of the Bee Network Committee held after the date on which the vacancy occurs, or, if that meeting is held within 14 days after that date, then not later than the next following meeting. The member appointed shall hold such office for the remainder of the year in which such vacancy occurred.

3. Meetings

- 3.1 * The Annual Meeting of the Bee Network Committee shall be held in June or the month after local elections on a date and at a time determined by the Bee Network Committee.
- 3.2 * Ordinary meetings of the Bee Network Committee for the transaction of general business shall be held on such dates and at such times as the Bee Network Committee shall determine.
- 3.3 * An Extraordinary Meeting of the Bee Network Committee may be called at any time by the Chair.

4. Notice of Meetings

- 4.1 At least five clear days before a meeting of the Bee Network Committee:
 - (a) notice of the time and place of the intended meeting shall be published by the Secretary and posted at Broadhurst House, Oxford Street, Manchester, M1 6EU; and
 - (b) a summons to attend the meeting, specifying an agenda for the meeting, shall be sent by electronic email to the usual email address of each member of the Bee Network Committee, or any other email address notified to the Secretary by a member of the Bee Network Committee.
- 4.2 * Lack of service on a member of the Bee Network Committee of the summons shall not affect the validity of a meeting of the Bee Network Committee.
- 4.3 * A member of the Bee Network Committee may require a particular item of business, including any motion, which is relevant to the powers of the Bee Network Committee, to be discussed at an ordinary meeting of the Bee Network Committee subject to at least eight clear days' notice of such intention being given to the Secretary in writing, signed by the member concerned and specifying the business to be discussed. The Secretary shall set out in the agenda for each meeting of the Bee Network Committee the items of business requested by members (if any) in the order in which they have been received, unless the member concerned has given prior written notice to the Secretary prior to the issue of the agenda for the meeting, for it to be withdrawn. If the member concerned is not present at the meeting when an item of which they have given notice comes up for discussion, this item shall, unless the Bee Network Committee decides otherwise, be treated as withdrawn. A member shall not have more than one item of business, or motion, standing in their name to be discussed at any meeting of the Bee Network Committee.
- 4.4 No motion by way of notice to rescind any resolution which has been passed within the preceding six months, nor any motion by way of notice to the same effect as any motion which has been negatived within the preceding six months, shall be in order, unless the notice thereof shall have been given in time for inclusion on the agenda for the meeting, in accordance with paragraph 4.3 above, and the notice shall have

been signed by four other members in addition to the member who is to propose the motion.

- 4.5 * Except in the case of business required by these Rules to be transacted at a meeting of the Bee Network Committee, and other business brought before the meeting as a matter of urgency, and of which the Secretary shall have prior notice and which the Chair considers should be discussed at the meeting, no business shall be transacted at a meeting of the Bee Network Committee other than that specified in the agenda for the meeting.

5. Chair of Meeting

- 5.1 * At each meeting of the Bee Network Committee the Chair, if present, shall preside.
- 5.2 * If the Chair is absent from a meeting of the Bee Network Committee, the Secretary shall invite the members present to elect a member to preside for the duration of the meeting or until such time as the Chair joins the meeting.
- 5.3 Any power or function of the Chair in relation to the conduct of a meeting shall be exercised by the person presiding at the meeting.

6. Quorum

- 6.1 * No business shall be transacted at any meeting of the full Bee Network Committee unless at least 6 of the members are present).
- 6.2 If at the time for which a meeting is called, and for 15 minutes thereafter, a quorum is not present, then no meeting shall take place.
- 6.3 If during any meeting of the Bee Network Committee the Chair, after counting the number of members present, declares that there is not a quorum present, the meeting shall stand adjourned to a time fixed by the Chair. If there is no quorum and the Chair does not fix a time for the reconvened meeting, the meeting shall stand adjourned to the next ordinary meeting of the Bee Network Committee.

7. Order of Business

- 7.1 At every meeting of the Bee Network Committee the order of business shall be to select a person to preside if the Chair is absent and thereafter shall be in accordance with the order specified in the agenda for the meeting, except that such order may be varied -
- (a) by the Chair at his/her discretion, or
 - (b) on a request agreed to by the Bee Network Committee
- 7.2 The Chair may bring before the Bee Network Committee at their discretion any matter that they consider appropriate to bring before the Bee Network Committee as a matter of urgency.

8. Rules of Debate

Motions

- 8.1 A Motion (or amendment) shall not be discussed unless it has been proposed and seconded. It shall, if required by the Chair, be put in writing and handed to the Chair, who shall determine whether it is in order before it is further discussed or put to the meeting.
- 8.2 A member when seconding a Motion or amendment may, if they then declare their intention to do so, reserve their speech until a later period of the debate. No member may, except at the discretion of the Chair, address the Bee Network Committee more than once on any Motion. The mover of the original Motion may reply but shall confine such reply to answering previous speakers and shall not introduce any new matter into the debate. After the reply the question shall be put forthwith.
- 8.3 A member when speaking shall address the Chair. If two or more members signify their desire to speak, the Chair shall call on one to speak: the other or others shall then remain silent. While a member is speaking no other member shall intervene unless to raise a point of order or by way of personal explanation.
- 8.4 A member shall direct his/her speech to the question under discussion or to a personal explanation or to a point of order. No speech shall exceed five minutes except by consent of the Chair.

Amendments to Motions

- 8.5 An amendment shall be relevant to the Motion and shall be:-
- (a) (i) to leave out words from the Motion
 - (ii) to leave out words from, and insert or add others to, the Motion:
 - (iii) to insert words in, or add words to, the Motion:
- but such omission, insertion or addition of words shall not have the effect of negating the Motion before the Bee Network Committee.
- 8.6 Only one amendment may be moved and discussed at a time and no further amendment shall be moved until the amendment under discussion has been disposed of. The mover of an amendment shall read the same before speaking to it.
- 8.7 If an amendment is rejected, other amendments may be moved on the original Motion. If an amendment is carried, the Motion as amended shall take the place of the original Motion and shall become the substantive Motion upon which any further amendment may be moved, except any amendment which would be inconsistent with that already carried. The right of reply under paragraph 9.2 above shall not extend to the mover of an amendment which, having been carried, has become the substantive Motion. No member shall move more than one amendment on any Motion.

- 8.8 A member with the consent of the Bee Network Committee, signified without discussion:-
- (a) alter a Motion of which they have given notice
 - (b) with the consent of their seconder alter a Motion which they have moved:
- if in either case the alteration is one which could be made as an amendment thereto.
- 8.9 A Motion or amendment may be withdrawn by the mover with the consent of the Bee Network Committee (which shall be signified without discussion) and no member may speak upon it after the mover has asked permission for its withdrawal, unless such permission has been refused.
- 8.10 When a Motion is under debate no other Motion shall be moved except the following:-
- (a) That the Motion be amended
 - (b) That the Bee Network Committee proceed to the next business
 - (c) That the question be put
 - (d) That the debate be adjourned
 - (e) That the meeting be adjourned
 - (f) That the member named be warned
 - (g) (By the Chair under paragraph 11.2 below) That the member named leave the meeting, or
 - (h) That the press and public be excluded (in accordance with Section 100A of the Local Government Act, 1972)
- 8.11 A member who has not already spoken on the item under consideration may move without comment at the conclusion of a speech of another member “That the Bee Network Committee proceed to the next business”, “That the question be put”, “That the debate be adjourned” or “That this meeting of the Bee Network Committee be adjourned” and on the seconding of that Motion the Chair shall proceed as follows:
- (a) on a Motion to proceed to the next business, unless in their opinion the original Motion or amendment has been insufficiently discussed, they shall first give the mover of the original Motion a right of reply, and then put to the vote the Motion to proceed to the next business; if this latter Motion is carried, the original Motion or amendment under discussion shall be deemed to be withdrawn
 - (b) on a Motion that the question be put, unless in their opinion the Motion or amendment before the meeting has not been sufficiently discussed, they shall first put to the vote the Motion that the question be put and, if it is carried, they shall then give the mover of the original Motion their right of reply under paragraph 9.2 above, before putting the Motion or any amendment then under discussion to the vote
 - (c) on a Motion to adjourn the debate, if, in the Chair’s opinion, the Motion or amendment before the meeting has not been sufficiently discussed, and cannot reasonably be sufficiently discussed on that occasion, they shall put

to the vote a Motion to adjourn the debate to the next meeting of the Bee Network Committee, or to a time stated, without giving the mover of the original Motion their right of reply on that occasion; if the adjournment Motion is carried, then, on the resumption of the debate, the Chair shall reintroduce the Motion or amendment before the meeting at the time the debate was adjourned, and the member who moved the adjournment of the debate shall be entitled to speak first

- (d) on a Motion to adjourn a meeting of the Bee Network Committee until a specified date and time, the Chair shall forthwith put such a Motion to the vote without giving any right of reply to the mover of any Motion under discussion and, if the Motion is carried, the remaining business of the day shall stand adjourned until the date and time stated in the Motion. On the resumption of the meeting of the Bee Network Committee the procedure in paragraph 9.11(c) above shall apply

- 8.12 No member may move any of the Motions in paragraph 9.11 above on more than one occasion at each meeting and, when such a Motion is not carried, a second Motion of the like nature shall not be made within half an hour unless, in the opinion of the Chair, the circumstances of the question are materially altered.

Points of Order

- 8.13 A member may, with the permission of the Chair, raise a point of order or in personal explanation, and shall be entitled to be heard forthwith. A point of order shall relate only to an alleged breach of the Rules of Procedure or statutory provision and the member shall specify which part of the Rules of Procedure or statutory provision and the way in which they consider it has been broken. A personal explanation shall be confined to some material part of a former speech by the member which they consider to have been misunderstood in the present debate.
- 8.14 The ruling of the Chair on a point of order, or the admissibility of a personal explanation, shall not be open to discussion.
- 8.15 Whenever the Chair intervenes during a debate a member then speaking or offering to speak shall give way.

Motion to exclude the Press and Public

- 8.16 A Motion to exclude the press and public in accordance with Section 100A of the Local Government Act, 1972 may be moved, without notice, at any meeting of the Bee Network Committee during an item of business whenever it is likely that if members of the public were present during that item there would be disclosure to them of confidential or exempt information as defined in Section 100A of the Local Government Act 1972.

9. Voting

- 9.1 Whenever a vote is taken at meetings of the Bee Network Committee it shall be by a show of hands. On the requisition of any member of the Bee Network Committee,

supported by four other members who signify their support by rising in their places, and before the vote is taken, the voting on any question shall be recorded so as to show whether each member present gave their vote for or against that question or abstained from voting.

9.2 * In the case of an equality of votes, the Chair shall have a second, or casting, vote.

9.3 *A member may demand that his/her vote be recorded in the Minutes of the meeting.

10. Conduct of Members at meetings

10.1 If at a meeting any member of the Bee Network Committee, misconducts him or herself by persistently disregarding the ruling of the Chair, or by behaving irregularly, improperly or offensively, or by wilfully obstructing the business of the Bee Network Committee, the Chair or any other member may move "That the member named be warned" and the Motion if seconded shall be put and determined without discussion.

10.2 If the member named continues such misconduct after a Motion under the foregoing paragraph has been carried, the Chair shall either:-

- (a) move "That the member named leave the meeting" (in which case the Motion shall be put and determined without seconding or discussion)
- (b) adjourn the meeting of the Bee Network Committee for such period as they consider expedient

10.3 In the event of general disturbance, which in the opinion of the Chair, renders the due and orderly dispatch of business impossible the Chair, in addition to any other power vested in him or her may, without question put, adjourn the meeting of the Bee Network Committee for such period as he or she considers expedient.

11. Disturbance by Members of the Public

11.1 If a member of the public interrupts the proceedings at any meeting the Chair shall warn him or her. If they continue the interruption the Chair shall order his or her removal from the room. In the case of general disturbance in any part of the room open to the public the Chair shall order that part to be cleared.

12. Interests of Members

12.1 * A member must have regard to the Code of Conduct for Members of the local authority for which they are an elected member and their obligations in relation to the disclosures of, and possible withdrawal from a meeting, for reason of personal, prejudicial interests and disclosable pecuniary interests.

13. Publication of Reports

13.1 * Reports or other documents for the consideration of the Bee Network Committee shall be marked "Private & Confidential Not for Publication" only if the Secretary, as

Proper Officer under Section 100B(2) of the Local Government Act 1972 determines that this should be done on one or more of the grounds specified in the Act.

- 13.2 A Member of the Bee Network Committee or a member of the public may request that an item of business containing exempt information should be taken in public and such a request should be dealt with by the meeting at which the item is to be considered in private as the first item on the agenda. The procedure for dealing with such requests is set out in Rules 14 and 15 below.
- 13.3 * Copies of the agenda of meetings of the Bee Network Committee, including prints of reports or other documents to be submitted to the Bee Network Committee (other than reports or other documents marked "Not for Publication") shall be furnished prior to the meeting to representatives of the press, radio and television and shall also be furnished at the meeting to members of the public attending such meetings. Such documents shall also be made available for public inspection, at least five clear days before any meeting, at Broadhurst House, Oxford Street, the Town Hall, Manchester, M1 6EU.
- 13.4 * Where an item or report has been added to an agenda, any revised agenda or additional report shall be available for public inspection as soon as the item or report has been added to the agenda, provided copies are also, at that time, available to members of the Bee Network Committee.

14. Access to Information Procedure Rules

- 14.1 Except as otherwise indicated, these rules apply to all meetings of the Bee Network Committee.
- 14.2 The Rules in Section 14 do not affect any more specific rights to information contained elsewhere in these Rules of Procedure or the law.
- 14.3 The Bee Network Committee will supply copies of:
- (a) any agenda and reports that are open to public inspection
 - (b) any further statements or particulars, if any, as are necessary to indicate the nature of the items in the agenda
 - (c) if the Secretary thinks fit, copies of any other documents supplied to members in connection with an item
 - (d) to any person on payment of a charge for postage and any other costs.
- 14.4 The Bee Network Committee will make available copies of the following for six years after a meeting:
- (a) the minutes of the meeting, excluding any part of the minutes of proceedings when the meeting was not open to the public or which disclose exempt or confidential information
 - (b) a summary of any proceedings not open to the public where the minutes open to inspection would not provide a reasonably fair and coherent record;
 - (c) the agenda for the meeting

(d) reports relating to items when the meeting was open to the public

14.5 The relevant Chief Officer will set out in every report a list of those documents (called background papers) relating to the subject matter of the report that in his/her opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based
- (b) which have been relied on to a material extent in preparing the report but does not include published works or those which disclose exempt or confidential information

15. Admission of the Public

15.1 *All meetings of the Bee Network Committee shall be open to the public (including the press) except to the extent that they are excluded whether during the whole or part of the proceedings either:

- a. In accordance with Section 100A(2) of the Local Government Act 1972; or
- b. By resolution passed to exclude the public on the grounds that it is likely, in view of the nature of the proceedings, that if members of the public were present there would be disclosure to them of exempt information as defined in Section 100I of the Local Government Act 1972. Any such Resolution shall identify the proceedings or the part of the proceedings to which it applies and state the description, in terms of Schedule 12A to the Local Government Act 1972 of the exempt information giving rise to the exclusion of the public.

15.2 Exclusion of access by the public to meetings

(a) Confidential information – requirement to exclude public

15.2.1 The public must be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that confidential information would be disclosed.

15.2.2 Where the meeting will determine any person's civil rights or obligations, or adversely affect their possessions, Article 6 of the Human Rights Act establishes a presumption that the meeting will be held in public unless a private hearing is necessary for one of the reasons stated in Article 6.

(b) Meaning of confidential information

15.3 Confidential information means information given to the Bee Network Committee by a Government department on terms that forbid its public disclosure or information that cannot be publicly disclosed by reason of a Court Order or any enactment.

(c) Meaning of exempt information

15.4 Exempt information means information falling within the following categories (subject to any qualifications):

- (i) information relating to any individual
- (ii) information which is likely to reveal the identity of any individual
- (iii) information relating to the financial or business affairs of any particular person (including the authority holding that information)
- (iv) information relating to any consultations or negotiations, or contemplated consultations or negotiations in connection with any labour relations matter arising between the Bee Network Committee or a Minister of the Crown and employees of, or office holders under, the Bee Network Committee
- (v) information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
- (vi) information which reveals that the Bee Network Committee proposes a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or b) to make an order or direction under any enactment
- (vii) information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

In each case, information is exempt information if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

(d) Exclusion of Access by the public to reports

- 15.5 If the Secretary thinks fit, the Bee Network Committee may exclude access by the public to reports which in his/her opinion relate to items during which the meeting is likely not to be open to the public. Such reports will be marked "Not for Publication" together with the category of information likely to be disclosed.