

**EXECUTIVE CABINET**

**Day:** Wednesday  
**Date:** 27 March 2024  
**Time:** 1.00 pm  
**Place:** Committee Room 2 - Tameside One

Item No.	AGENDA	Page No
1.	<b>APOLOGIES FOR ABSENCE</b>	
	To receive any apologies for the meeting from Members of the Executive Cabinet.	
2.	<b>DECLARATIONS OF INTEREST</b>	
	To receive any declarations of interest from Members of Executive Cabinet.	
3.	<b>MINUTES</b>	
a)	<b>EXECUTIVE CABINET MINUTES</b>  The Minutes of the meeting of the Joint Overview / Executive Cabinet held on 14 February 2024 to be signed by the Chair as a correct record (Minutes attached).	1 - 16
b)	<b>ENVIRONMENT AND CLIMATE EMERGENCY WORKING GROUP MINUTES</b>  To consider the minutes of the Environment and Climate Emergency Working Group meeting held on the 13 March 2024.	17 - 20
c)	<b>STRATEGIC PLANNING AND CAPITAL MONITORING PANEL MINUTES</b>  To consider the minutes of the meeting of the Strategic Planning and Capital Monitoring Panel held on 21 March 2024 and approve the recommendations arising from the meeting as follows:  <b>RECOMMENDED</b> That Executive Cabinet <b>APPROVES:</b> (i) The reprofiling of £11.764m of capital spend outlined in table 3 (ii) Other capital changes of £5.058m in table 7.  That Executive Cabinet <b>NOTES:</b>  (iii) The Capital programme position of projected spend of £39.916m, following Cabinet approval to reprofile project spend of £11.764m into 2024/25.	21 - 28

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From: Democratic Services Unit – any further information may be obtained from the reporting officer or from Louis Garrick, Democratic Services Business Manager, to whom any apologies for absence should be notified.

Item No.	AGENDA	Page No
4.	<b>PERIOD 10 2023/24 FORECAST OUTTURN - REVENUE AND CAPITAL.</b> To consider a report of the First Deputy (Finance, Resources and Transformation) / Director of Resources.	29 - 158
5.	<b>DEBT RECOVERY POLICY 2024</b> To consider a report of the First Deputy (Finance, Resources and Transformation) / Assistant Director for Exchequer Services.	159 - 194
6.	<b>REVISED WASTE MANAGEMENT LEVY ALLOCATION METHODOLOGY AGREEMENT (LAMA)</b> To consider a report of the Executive Member for Climate Emergency and Environmental Services / Head of Waste Management and Fleet Services.	195 - 218
7.	<b>ANTI-SOCIAL BEHAVIOUR POLICY</b> To consider a report of the Executive Member for Towns and Communities / Assistant Director of Operations and Neighbourhoods.	219 - 250
8.	<b>ASHTON TOWN HALL UPDATE</b> To consider a report of the Executive Member for Inclusive Growth, Business & Employment / Director of Place / Assistant Director for Strategic Property / Assistant Director for Investment, Development and Housing.	251 - 262
9.	<b>HATTERSLEY ANNUAL UPDATE APRIL 2023 TO MARCH 2024</b> To consider a report of the First Deputy (Finance, Resources & Transformation) / Director of Place.	263 - 272
10.	<b>MOVING TAMESIDE - SPORT ENGLAND FUNDING 2024-2025</b> To consider a report of the Executive Member for Population Health & Wellbeing / Director of Population Health.	273 - 290
11.	<b>CONTRACT AWARD FOR THE PROVISION OF A DOMESTIC ABUSE SUPPORT SERVICE</b> To consider a report of the Executive Member for Population Health & Wellbeing / Director of Population Health.	291 - 296
12.	<b>MAKE SMOKING HISTORY IN TAMESIDE: THE TOBACCO CONTROL PLAN FOR 2024-2029</b> To consider a report of the Executive Member for Population Health & Wellbeing / Director of Population Health.	297 - 326
13.	<b>URGENT ITEMS</b> To consider any additional items the Chair is of the opinion shall be dealt with as a matter of urgency.	

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From: Democratic Services Unit – any further information may be obtained from the reporting officer or from Louis Garrick, Democratic Services Business Manager, to whom any apologies for absence should be notified.

## EXECUTIVE CABINET

14 February 2024

**Commenced:** 13:00

**Terminated:** 14:10

**Present:** Councillors Cooney (Chair), Fairfoull (Vice-Chair) Jackson, Kitchen, Naylor, North, Taylor, Ward and Wills

Overview Panel: Councillors Fitzpatrick, Billington Reid, Roderick, Sharif and M. Smith,

**In Attendance:**

Sandra Stewart	Chief Executive
Ashley Hughes	Director of Resources (S151 Officer)
Julian Jackson	Director of Place
Stephanie Butterworth	Director of Adult Services
Debbie Watson	Director of Public Health
Tracy Brennand	Assistant Director for People and Workforce Development
Tom Hoghton	Policy & Strategy Service Manager
Alec Milner	Policy Officer

**Apologies for Absence:** Councillors Choksi

### 119 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 120 MINUTES

#### RESOLVED

**That the Minutes of the meeting of Executive Cabinet held on 24 January 2024 be approved as a correct record.**

### 121 SCRUTINY UPDATE

Consideration was given to a report of the Chief Executive. The report provided a summary of the work undertaken by the Council's Scrutiny Panels during November 2023 to February 2024.

Members were advised that the Place and External Relations Scrutiny Panel on the 7 November 2023 met with the Executive Member for Inclusive Growth, Business & Employment, Assistant Director for Investment, Development and Housing and the Head of Economy and Skills to receive an update on strategic priorities, work streams, local delivery and support for business and employment. The Panel also received the formal response submitted to the Executive Member for Towns & Communities on the draft Anti-Social Behaviour Policy. On the 9 January 2024 the Panel met the Executive Member for Planning, Transport & Connectivity, Director of Place and Planning Policy Team Manager to receive an update on developments and arrangements for Tameside. The Members also received the response letter sent to the First Deputy (Finance, Resources & Transformation) and the Director of Resources following a mid-year budget update received on 6 November 2023.

It was reported that the Children's Services Scrutiny Panel on the 8 November 2023 met with the Deputy Executive Leader (Children and Families), the Director of Children's Services and the Interim Head of Quality Assurance to review the Children's Social Care and Early Help Scorecard and to receive a summary of findings and learning from recent quality assurance work audits with a focus on practice improvement. On the 11 January 2023 the Panel met with the Executive Member

for Education and Achievement, Director of Children's Services and the Interim Lead for SEND to receive an update specific to the provision of SEND services and required improvements. The Panel received a response to the Local Government and Social Care Ombudsman Focus Report, Parent Power: learning from complaints and personal budgets published November 2023. Further, the Panel reviewed the Quality Assurance Scorecard and a response to enquiries made previous and the Members received the response letter to the First Deputy (Finance Resources & Transformation) and Director of Resources following a midyear budget update.

The Health and Adult Social Care Scrutiny Panel on the 9 November 2024 met the Medical Director of Pennine Care NHS Foundation Trust, Deputy Place Based Lead, Head of Mental Health Learning Disabilities and Autism to receive an update on mental health priorities for Tameside and an overview of services and support delivered by Pennine Care. On the 11 January 2024 the Panel met with the Independent Chair, Tameside Adult Safeguarding Partnership Board and Head of Safeguarding, Quality and Practice to receive the annual report. The Panel met the Manager of Healthwatch Tameside, to receive the annual report and to discuss opportunities regarding insight and information sharing, forward plans and the learning available by effectively capturing the voice and experience of patients and service users. Members of the Panel also received the response letter sent to the First Deputy (Finance, Resources & Transformation) and the Director of Resources, following a mid-year budget update review on 6 November 2023.

#### **RESOLVED**

**That the content of the report and summary of scrutiny activity be noted.**

#### **122 SCRUTINY ACTIVITY 2023/24**

Consideration was given to a report of the Chief Executive, which provided a summary of work undertaken by the Council's Scrutiny Panels for 2023/24.

Members were advised that at the start of the Municipal Year all Panel members were provided with the opportunity to comment and contribute to the list of topics included within the annual work programmes. The programme of work for each panel covers a two-year rolling period to be reviewed, updated and agreed on an annual basis. The report provided a breakdown of the activity undertaken by Scrutiny Panels for the period March 2023 to February 2024, with topics cited in Annual Work Programmes.

#### **REOSLVED**

**That the content of the report and summary of scrutiny activity be noted.**

#### **123 SCRUTINY BUDGET CONSULTATION**

Consideration was given to a report of the Chair of Place and External Relations Scrutiny Panel / Chair of Children's Services Scrutiny Panel / Chair of Health and Adult Social Care Scrutiny Panel / Chief Executive.

It was reported that all Scrutiny members, along with the Chair, Deputy Chair and non-executive members of Overview Panel, were invited to attend one of two budget briefing sessions held on 15 January 2024. This followed on from a mid-year budget position for 2023/24, received in November 2023. The update on 15 January 2024 was provided by Councillor Jacqueline North (First Deputy – Finance, Resources & Transformation); and Ashley Hughes, Director of Resources (Section 151 Officer). Also in attendance were the Chief Executive and Directors. Scrutiny members received an overview of the 2023/24 financial outturn and budget planning for 2024/25. A collective response letter of the Chair of Overview and Scrutiny Chairs was sent to the First Deputy (Finance, Resources and Transformation); and Director of Resources (Section 151 Officer) attached at Appendix 1 to the report.

It was also reported that all Scrutiny members, along with the Chair, Deputy Chair and non-executive members of Overview Panel, were provided with an opportunity to attend one of two



budget briefing sessions held on 6 November 2023. The sessions provide members with the opportunity to receive a comprehensive appraisal, which included an overview of key financial assumptions, the current budget position and a forward view regarding risks and pressures. A collective response letter of the Chair of Overview and Scrutiny Chairs was sent to the First Deputy (Finance, Resources and Transformation); and Director of Resources (Section 151 Officer) – Appendix 2. The Chair of Overview and the Scrutiny Chairs received a direct response from the First Deputy and Director of Finance to the Scrutiny mid-year letter. The letter provided a detailed reply to the questions and comments shared in November. The letter had subsequently been shared with all Scrutiny members and was to be tabled at Scrutiny Panels in March 2024 – Appendix 3.

## **RESOLVED**

**That the summary and feedback based on recent scrutiny engagement on the budget position for 2024/25 and future planning be noted.**

### **124 PERIOD 9 2023/24 FORECAST OUTTURN – REVENUE AND CAPITAL**

Consideration was given to a report of the First Deputy (Finance, Resources and Transformation) / Director of Resources. The report detailed the forecast outturn for period 9 of the current financial year.

It was reported that overall there were significant overspends on expenditure of £10.370m on the underlying position within the General Fund. This showed the total potential overspend, should actions within the recovery plans to bring the expenditure down to within budget not be taken. As per the Council's financial regulations, Directors had a responsibility to manage within budgeted levels of expenditure and where overspends occur, Directors were required to present a recovery plan to the Section 151 Officer.

At month 8, recovery plans were presented to the cabinet, which included actions totalling £9.335m. Reviews of proposed actions had been undertaken by service areas in conjunction with Finance in the period between Month 8 and Month 9 reporting to ensure that actions could be delivered as planned. This had resulted in a reduction in the total value of plans of £2.321m, to £7.014m. This decrease in deliverable actions had increased the residual overspend from £3.824m at month 8 to £7.342m at month 9. Recovery Plans were a standing agenda item at Senior Leadership Team meetings and would remain so for the duration of the financial year to ensure corporate oversight. Any pressures or undelivered savings within Directorates by the end of the financial year would need to be resolved in the next financial year, in addition to delivering MTFS proposals to meet the budget gap for 2024/25.

A £4.731m overspend was forecast on the DSG fund, mainly due to unprecedented levels of growth on Education, Health and Care plans (EHCPs), at which the work on the Delivering Better Value (DBV) project was targeted. The DBV project was in the final stages of consideration with the Department for Education (DfE) for a revenue grant to support the deliverables agreed between the Council and the DfE.

The Capital budget had forecast budgets of £11.885m to be reprofiled to future years in 2023/24, agreed at month 6, representing a reduction from previous reprofiling requested, due to schemes progressing more quickly than expected. This did not affect the overall programme budget which was forecast to underspend by £2.872m.

## **RESOLVED**

**That Executive Cabinet approve:**

- (i) **The extension of four posts within the Adult Services Moving with Dignity team (two manual handling practitioners, a senior practitioner and an occupational therapy assistant), for a further three-year period, 1 April 2024 to 31 March 2027 funded through the Disabled Facilities Capital grant.**
- (ii) **Drawdown of £0.706m from the Complex Placements Reserve to support high-cost**

- high need placements in the Children's directorate.
- (iii) The acceptance of £0.050m ABEN Warm Winter Fund from GMCA which aims to provide enhanced capacity during the period 1 November 2023 to 31 March 2024 to support the delivery of the 'A Bed Every Night' grant funding programme within Homelessness.
- (iv) Draw down of £113k from the IT investment fund to commission SoCITM to undertake a digital maturity assessment, review and update the digital strategy, develop a digital roadmap and develop a Target Operating Model for the ICT service.

**That Executive Cabinet note:**

- (i) The forecast General Fund revenue budget position of an overspend of £10.370m, prior to any remaining recovery plan actions
- (ii) The update on the production of recovery plans to mitigate the shortfall in budgets, with total mitigations of £7.014m identified, of which £3.028m is due to be delivered in quarter 4, with the remainder included in the month 9 overspend.
- (iii) That there is a projected General Fund overspend for the Council of £7.342m, following the application of actions within draft recovery plans and the identification of additional pressures.
- (iv) The forecast deficit on the DSG of £4.731m, which is a slight adverse movement of £0.013m on the month 8 position.
- (v) The Capital programme position of projected spend of £46.946m, following Cabinet approval to reprofile project spend of £1.024m from 2024/25.

## **125 2024/25 BUDGET REPORT**

Consideration was given to a report of the First Deputy (Finance, Resources & Transformation) / Director of Resources. The purpose of this report was to set out and seek approval for the setting of a balanced budget for the Council for the financial year 2024/25, including a proposed Council Tax increase and an adult social care precept increase. This report also set out forecasts for the years up to 2028/29. The Council was required by law to set a balanced budget for the upcoming financial year. Provisional Council funding for 2024/25 was announced in the Provisional Local Government Finance Settlement in December 2023 and was expected to be confirmed in February 2024. The Council must set the budget and agree the level of Council Tax by 11 March 2024 at the latest.

The proposals set out in the report and the detailed appendices proposed a balanced Council budget for 2024/25 subject to the delivery of identified budget reductions, and agreement of a proposed increase in Council Tax. Appendix 1 to the report provided a summary of the Council budget for 2024/25 and forecasts for future years. Budget summaries for each Directorate were included in Appendices 6 to 11 to the report. Balancing the 2024/25 budget had only been possible through the agreement of challenging budget reductions, income generation and demand management. Demand and cost pressures were forecast to continue to increase during 2024/25 and as a result the Council still faced a significant budget gap in future years.

It was explained that the Council had been working on proposals to deliver suitable and sufficient budget reductions to bridge the gap in 2024/25 and to support delivery of the MTFS to 2028/29. As such, the budget reductions of £11.828m were proposed in 2024/25, with further costed and planned budget reductions to 2026/27 detailed in the report. Additional work would be undertaken to extend budget reduction proposals and transformation ideas to 2028/29 that were costed and considered to be deliverable.

The budget reduction proposals, as part of the wider budget, had been subject to public consultation since Cabinet in December 2023 and were going through both internal and external scrutiny with reviews with Political Groups, Scrutiny Panels, Star Chamber sessions and Neighbourhood forums all in January 2024. In addition to this, work had been ongoing for confirmation of deliverability by officers as part of the assurance process to set a balanced budget. Budget reductions totalling £14.429m had been identified, with £11.828m falling in 2024/25. Within Adults Social Care, a clear

theme of maximising independence was key to the proposals proposed to transform the Service, with a strong commissioning focus and review of provision, including resettlement into the Borough.

Significant budget reductions were proposed within Children's Social Care for 2024/25, with a clear focus on supporting children in familial settings as part of the Children's Improvement plan, moving away from external residential settings and with the knowledge that better outcomes for children, cost less. In addition, a full review of transport options across the Council, including home to school transport with a view to build resilience and independence were underway with a theme of maximising independence for young people. Additional budget reductions were anticipated as a result of the ongoing Children's Improvement Plan for future years, however following the Ofsted inspection in December 2023, it was prudent to fully review and consider the quantum and phasing of potential budget reductions in Children's Social Care to ensure the Council adequately supported the long-term transformation of practice and care provided to the young people of the Borough. The phasing of future reductions was dependent on the speed of improvement, however it was clear that Children's Social Care must contribute to delivering a balanced budget over that period.

Within the Place Directorate, a range of budget reductions had been put forward with a view to proactively addressing the rising demand for services, such as the increased demand for temporary accommodation (as a result of homelessness), through early intervention and prevention work as well as proposals to increase the sufficiency of suitable accommodation. In addition, the Directorate had reviewed fees and charges (with the exception of off-street car parking). The Parking Strategy would support the inclusion of on-street parking charges. The continuation of new contactless car parking payment machines will be fully rolled out, and standardised parking fees would be implemented across the Borough with the new machines.

## **RESOLVED**

**That Full Council be recommended to approve:**

- (i) The budgeted net expenditure for the financial year 2024/25 of £266.984m as set out in section 4 and Appendix 1 to the report, noting the significant pressures outlined in Appendix 2 to the report.**
- (ii) The proposed budget reductions to be delivered by management outlined in section 5 and Appendix 3 to the report.**
- (iii) The uplifts to fees and charges as set out in Appendix 15 to the report.**
- (iv) The proposed resourcing of the budget as set out in section 6 of the report.**
- (v) A 2.99% increase to Council Tax and an increase of 2% in respect of the Adult Social Care precept for 2024/25.**
- (vi) The Director of Resources' assessment of the robustness of the budget estimates and adequacy of reserves as set out in Appendix 4 to the report. Following this, determine that the estimates are robust for the purpose of setting the budget and that the proposed minimum General Fund Balance is adequate.**
- (vii) The proposed minimum General Fund Balance of £27.537m set out in Appendix 5 to the report.**
- (viii) The Reserves Strategy and note the projected reserves position as set out in Appendix 5 to the report.**
- (ix) The Treasury Management Strategy 2024/25, which includes the proposed borrowing strategy, Annual Investment Strategy and Minimum Revenue Provision Policy.**
- (x) The Capital Strategy 2023/24.**
- (xi) The Pay Policy Statement for 2024/25 as set out in section 12 and Appendix 19 to the report.**
- (xii) Delegated authority to the Directors (in consultation with the Section 151 officer) to agree any uplifts required to other contractual rates from 1 April 2024 which Directorates will manage within their approved budgets for 2024/25.**

**That Full Council be recommended to note:**

- (i) The significant financial challenges and risks set out in this report.**
- (ii) Note that the budget projections set out in section 6 assume a 1.99% per annum increase in general Council Tax from 2025/26 through to 2028/29. The budget projections also assume that there is no reduction to current levels of Government**

**funding.**

- (iii) **Note the position on the Capital Programme (Section 12 and Appendix 17) previously approved by Executive Cabinet, and the forecast future investment requirements.**

## **126 BUSINESS RATES ACT 2023**

Consideration was given to a report of the First Deputy (Finance, Resources and Transformation) / Assistant Director of Exchequer Services. It was explained that the Non-Domestic Rating Act 2023 was given Royal Assent on 26 October 2023. Detailed in the Act were changes to current reliefs, the introduction of new relief and the removal of reliefs that were now obsolete. The Act also provided for the future commencement regulations in respect of duties on ratepayers to provide information to the VOA and HMRC and gateways for the VOA to share information with ratepayers and HMRC to share information with billing authorities.

Members were advised that the Chancellor delivered the Autumn statement on 22 November 2023, and announced a package of support worth £4.3 billion over the next 5 years to support small businesses and the high street. Retail, Hospitality and Leisure Relief was to continue into 2024/25 at the rate of 75% for all eligible businesses. This would be fully funded by central government.

From 1 April 2024 the restriction in Section 47 (7) of the Local Government Finance Act 1988 on backdating of discretionary relief had been removed. A local decision was now required to determine whether to continue with the existing process in accordance with current legislation regarding backdating of discretionary relief which was to only allow relief to be applied for a period of six months from the end of the previous financial year, or to amend the Discretionary Relief Policy with local rules.

The report recommended that a backdate of discretionary relief for a period of no more than 6 months from the end of a financial year, subject to eligibility, be awarded. This would have no financial impact on the Council's budget in respect of fully funded reliefs to businesses and would continue to support the economic wellbeing of local businesses, while being cognisant of the impact on the budget in respect of discretionary rate relief awards to charities and community groups as 99% of each award was funded by the Council. The costs of backdating discretionary rate relief would be monitored during 2024/25.

A further full review was proposed of the existing Discretionary Relief Policy to consider the amount of discretionary rate relief currently awarded to charities, CASC's and Not for Profit Organisations and Voluntary, Community and Faith Sector Groups (VCFS) with a report being drafted for Executive Cabinet in summer 2024. Ratepayers must be notified 12 months in advance of any changes, in accordance with Section 47 of the Local Government Finance Act 1988, therefore notification letters must be issued to ratepayers prior to 31 March 2024 for any potential change to become effective from 1 April 2025.

### **RESOLVED**

- (i) **That Retail, Hospitality and Leisure relief be administered and awarded as a discretionary relief in accordance with Section 47 of the Local Government Finance Act.**
- (ii) **That the Discretionary Relief Policy be amended to include requests for retrospective awards of discretionary relief will be considered for a period of no more than 6 months from the end of a financial year, subject to eligibility, as detailed in Option 1 of this report at Section 2.10.**
- (iii) **That the Discretionary Relief Policy be reviewed during the financial year 2024 with changes taking effect from 1 April 2025 after the necessary 12-month notice has been given to ratepayers.**

## **127 MICROSOFT ENTERPRISE AGREEMENT RENEWAL**

Consideration was given to a report of the First Deputy (Finance, Resources and Transformation) / Assistant Director for ICT & Digital. Members were informed that the Microsoft Enterprise Agreement would expire on 31 March 2024 and this report set out the proposed investment required to further strengthen the Councils security posture, improve data security, and ensure compliance. There were also additional benefits in terms of Teams telephony services and business intelligence, through Power BI to create data visualisations. The report also covered the licences to be purchased to unlock the automation, low code, and rapid development capabilities available through the Microsoft Power Platform.

The existing agreement consisted of E3 licences for all its laptop users, which provided 2,800 user licences and was at a cost of £1.750m over the three-year contract.

In addition to the E3 licences 1,600 licences were purchased for Teams telephony which allowed for the removal of desktop telephony, and this was at a cost of c. £0.285m. However, it had recently become apparent that the 1,600 licences purchased had all been allocated to users and additional licences had been purchased to ensure users had the Teams telephony capability to support their role and to avoid allocating them with a mobile phone. To support hybrid working, there were also a few licences purchased for the facilitation of Teams meetings within the meeting rooms, allowing those working from home to join meetings hosted within the meeting rooms at Tameside One. The total cost for the current contract over the three years was £2.200m.

It was proposed that as part of the new Enterprise Agreement, Tameside Council move from the current M365, E3 licensing to E5, which meant there would be an increase in the revenue commitment over the next three years. The move to E5 licences would unlock considerably more capabilities in addition to those already received as part of the E3 licences and included Teams telephony as standard, therefore not needing Teams telephony licences to be purchased separately.

The Microsoft E5 licence provided increased security, compliance, and data loss prevention features, plus a few additional capabilities around telephony and data visualisation tools. E5 licences, would provide several benefits to the organisation but also to the ICT & Digital service, some of which were:

- A standardised set of tools, making it easier to manage and maintain services.
- A standardised training approach for staff, as staff will not need to maintain their skills in various technologies.
- Simpler to recruit, as the skill set required was defined to a core standardised architecture.

It was explained that the Council was barely touching the surface when it came to realising the benefits of M365. It was planned that an M365 Programme was stood up in the very near future, through which a capability roadmap would be developed to ensure the Council was making the most of the licences purchased as quickly as possible. The capabilities once made available would also increase security as well provide services with the tools to work more digitally and remove low complexity manual processes and transform agile working.

The proposed change to E5 licences and the inclusion of the minimum Power Platform licences as part of the Microsoft Enterprise Agreement would result in a total increase of £0.492m over the length of the contract (3 years). The total cost over the term of the contract was c. £2.692m.

## **RESOLVED**

**That Executive Cabinet approve:**

- (i) The procurement of Microsoft 365 E5 licences for the authority over a period of three years from 31 March 2024 – 31 March 2027.**
- (ii) A further report be presented to Executive Cabinet in 2024/25 detailing the full benefits realisation from the implementation of the E5 licences.**

**That Executive Cabinet note:**

- (i) **The gross increase in costs of £0.492m over a three-year period**
- (ii) **The gross budget reductions of £0.250m over a three-year period from decommissioning licences no longer needed**
- (iii) **The additional funding for the licence cost increase is captured in the 2024/25 Budget at Full Council.**

## **128 CORPORATE PERFORMANCE UPDATE, JANUARY 2024**

Consideration was given to a report of the Executive Leader / Chief Executive. The report detailed the corporate scorecard attached to the report and the progress towards achievement of the Corporate Plan and improving the services provided to residents, business and key stakeholders within the locality.

The Corporate Plan outcomes scorecard attached at Appendix 1 to the report, contained indicators focused on long term outcomes across the eight corporate plan priorities. The measures within this scorecard were chosen to illustrate how the Council's work directly and indirectly impacted the lives and experiences of Tameside residents.

The report highlighted that the rate at which Tameside residents aged 65 years or older were permanently admitted to residential or nursing care was 181.6 per 10,000 in Quarter 2, up from 152.8 in the same quarter the previous year. This change has been identified as administrative due to an ongoing piece of work to transition service users on long-term temporary contracts to permanent contracts. The percentage of service users who reported finding it easy to find information about the services they receive climbed to 69.5% in 2022/2023, up from 57.7% in the previous year and higher than the national average of 67.2%.

It was reported that the percentage of Tameside children meeting the expected level in phonics decoding was 75% in 2023, up from 72% in 2022 but below the national average of 79%. 81.1% of three and four year-olds placed in Early Years settings that were rated Good or Outstanding by Ofsted in the Autumn term, down from 92% in the previous Autumn term. Provisional Key Stage 2 figures for 2023 showed no improvement in outcomes, with the percentage of pupils meeting expected standards remaining at 57% compared to the national average of 59%. Looking specifically at reading, the percentage of Tameside pupils meeting the expected standard has fallen from 76% in 2022 to 72% in 2023, again below the national average of 73%. Demand for Children's Social Care had increased significantly; the service conducted 1,229 child and family assessments in Quarter 3, an increase of 25.5% on the same quarter last year. There had also been an increase in the number of domestic abuse incidents reported to Children's Social Care 876 incidents were reported in Quarter 3, up 13.9% from the 769 incidents reported to the service in the same quarter last year.

It was also reported that the number of Tameside children and young people aged 10 to 17 years old, who entered the criminal justice system for the first time had increased significantly over the previous year. In October 2022- Sept 2023 there were 59 young people (a rate of 257 per 100,000 10-17 year olds) compared to 39 young people in October 2021- Sept 2022 (a rate of 170 per 100,000 10-17 year olds). This was partly attributed to the renewed focus of GMP as part of their improvement plan, to conduct more stop and searches, make more arrests, and detect more crime. Further analysis was required to truly appreciate the opportunities to reverse this trend.

In regards to Place, the median annual gross income of full-time workers living in Tameside was £30,909 in 2023, below the national average of £35,100. The percentage increase in Tameside median wages was 6.1% from the 2022 figure, compared to a headline Consumer Price Index (CPI) annual inflation rate of 8.7% (Office for National Statistics consumer inflation estimates, April 2023).

The percentage of Tameside residents in employment in the 12 months to June 2023 was 71.3%, down from 75.8% in the 12 months to June 2022 and below the national average employment rate of 75.8%.

It was reported that the number of Tameside residents receiving Universal Credit was increasing, with 28,498 residents with open cases in October 2023, up 10.4% on the same month in 2022. In the same month, 38% of Universal Credit recipients were in work, down from 39% on October 2022 and below the national average of 38.7%. The percentage of Tameside residents working in skilled employment (standard occupation classifications 1, 2, 3, and 5) had fallen slightly, from 50.8% in the 12 months to June 2022 to 50.4% in the 12 months to June 2023. Tameside residents were significantly less likely to work in skilled employment than across England, with the national average sitting at 61.3%. The number of households homeless or at risk of homelessness, and consequently owed a prevention or relief duty from the Council was 3.43 per 1,000 chargeable dwellings in Quarter 1 of 2023/2024, up from 2.99 in Quarter 1 of the previous year and higher than the national average of 2.98 per 1,000 chargeable dwellings.

**RESOLVED**

**That the contents of the report and scorecards Appendix 1 and Appendix 2 and the glossary of indicators Appendix 3 are noted.**

**129 CORPORATE PLAN 2024-27.**

Consideration was given to a report of the Executive Leader / Chief Executive. Members were reminded that Tameside Council’s current corporate plan was agreed pre-Covid-19 and the cost-of-living crisis. Reflecting on those significant events and other changes it was timely to undertake a review and refresh of the corporate plan. This report summarised the process undertaken for that review and refresh.

It was explained that Tameside Council’s current corporate plan was agreed in 2019 as a joint plan between Tameside Council and Tameside & Glossop Clinical Commissioning Group (CGG). Priorities were arranged across the life course with a heavy focus on health and wellbeing. The plan was well adopted by the workforce, being cited as the start point for strategy and service development. The CCG was disbanded in 2022 and became part of the Greater Manchester Integrated Care Partnership (GMIC). There had also been significant leadership changes at the council – both political and officer – since the plan was agree. Reflecting on those significant events and other changes it was agreed to undertake a review and refresh of the corporate plan in 2023 with an ambition to have a new plan in place by the start of the 2024 municipal year.

The evidence gathering stage had been completed and a new set of proposed aims, objectives and priorities developed by officers. The next stage was for Executive Cabinet to review, comment and amend. It was also proposed to get some LGA support to review the draft for discussion – through a facilitated workshop and then the LGA peer challenge. Once these stages were completed it was proposed to bring a further report brought to outline a process to finalise and agree the new corporate plan.

The evidence sources outlined in the report identified a range of objectives and priorities that officers recommend should be reflected in the new plan. These was a mix of key issues identified from data such as needs assessments; through feedback from residents, elected members and partners; and areas for action in key strategies. A tiered approach was proposed as shown below.

<b>Vision</b> <i>“A place where everyone can achieve their hopes and ambitions”</i>
<b>Priorities</b> (see below)
<b>Objectives</b> (see below)
<b>Strategies</b> (list on the website alongside the corporate plan)
<b>Key Delivery Projects</b> (listed within the corporate plan document)

The five priorities were:

- Best start in life.
- Opportunity to learn and earn.
- Safe, green and supportive communities.
- Healthy and active lives.
- Financially sustainable public services (underpinning priority).

The report detailed the 24 objectives covering the Best Start in Life, Opportunity to Learn and Earn, Safe Green and Supportive Communities and Healthy and Active Lives.

A draft corporate plan document for discussion for member input was attached at Appendix 1.

## **RESOLVED**

**That the new Corporate Plan for the period 2024-27 be approved.**

### **130 HYDE TOWN CENTRE - MASTERPLAN**

Consideration was given to a report of the Executive Member for Town Centres Communities / Director of Place. The report provided an update on the final Hyde Town Centre Masterplan including the results of the public consultation. Along with Hattersley and Godley Green, Hyde Town Centre is one of Greater Manchester's Growth Locations known as Hyde Triangle. The town centre Masterplan was a key component in ensuring that these major drivers for change support the wider regeneration of Hyde.

It was reported that following the success of the fact-finding exercise, over 1600 people responded with their views and thoughts on the draft vision and Masterplan for Hyde Town Centre. The focus of this phase of the consultation was set out into two key sections: to understand the public's views on the Masterplan vision and vision principles and to better understand people's thoughts on key interventions proposed within the Masterplan. A key focus of the consultation was understanding residents support for the key vision principles that were proposed to support the overall delivery of the Masterplan vision. All vision principles were positively received by the public with all receiving over 66% support. The most positive response from the public was for the principle of Celebrating Hyde by bringing heritage buildings into use, improving the look and feel of the town centre with high quality public and shopfront improvements. This principle received over 88% positive response.

It was explained that in general, the feedback and consultation responses re-enforced the draft Masterplan ideas and vision for Hyde particularly around the proposed role for Hyde Town Hall, principles to re-develop Market Square and the potential for new town centre living. Other recurring messages within the consultation feedback included a strong public support for the former Hyde Library Building, the desire to improve links to Hyde Park and the need to support existing community groups.

Members were advised that the objective of the High Street Accelerators Pilot Programme was for local stakeholders to work in partnership to support the long-term revival and regeneration of declining high streets. At its core, a High Street Accelerator was a partnership intended to empower and incentivise residents, businesses, community groups and other stakeholders to work together with the local authority to develop and deliver a long-term vision to revive and regenerate the high street.

It was stated that following the successful involvement of the High Street Task Force, Hyde had been nominated as the town centre for the Accelerator Programme. Running until March 2025, the aim of the programme was to offer local places the initial support and seed funding to establish the partnership structures and begin delivering projects, but a crucial component of the programme would be assisting partnerships to transition into a durable and long-lasting structure. The



Programme would therefore also support each Accelerator to explore funding options that may help the partnership transition towards a financially sustainable model.

Initial seed funding of £237,000 would be made available to all local authority Partnerships taking part in the programme. The funding was to be used to establish a vision and Partnership for Hyde. Tameside was in a fortunate position in having recently established a Town Centre Delivery Group as well as an agreed vision outlined in this report as part of the master planning process. It was for the Partnership to agree how this funding would be spent.

It was proposed that the existing Hyde Town Centre Delivery Group membership was incorporated into the Hyde Accelerator Programme Delivery Group, with responsibility for oversight, delivery and performance management of the Accelerator Pilot Programme. A non-local authority Chair of the group would be appointed and the Council would act as Treasurer. The Group would also change to a delivery body with decision-making powers. A draft Terms of Reference was included attached at Appendix 3 to the report.

Each Accelerator pilot would also be able to apply for up to £500,000 of additional funding (majority capital funding) to be used for greening projects within the Town Centre. An expression of interest to apply for this funding must be submitted to the Department for Levelling Up, Housing and Communities by 1 March 2024. The Accelerator Programme Delivery Group would need to agree the basis for the submission.

## **RESOLVED**

**That Executive Cabinet agree to:**

- (i) Note the findings of the 4-week public consultation;**
- (ii) Note the next steps for delivery and implementation of the Accelerator Programme and UKSPF;**
- (iii) Approve to adopt the Masterplan for Hyde. The Masterplan will steer regeneration in the town and will be a material consideration in determining planning applications in the town;**
- (iv) Approve the establishment of the Hyde Town Centre Accelerator Programme Delivery Group (the Accelerator Partnership), subject to advertising the position for independent chair, and by repurposing the existing Hyde Town Centre Delivery Group. The Partnership will be responsible for the submission of an expression of interest to apply for up to £500,000 of green space improvement projects.**

## **131 LONG TERM PLAN FOR TOWNS FUNDING AND ASHTON TOWN BOARD**

Consideration was given to a report of the Executive Member for Inclusive Growth, Business & Employment / Director of Place / Assistant Director for Investment, Development and Housing. The report provided an update on the selection of Ashton as one of the 55 towns nationally to receive £20m to invest in local regeneration priorities over a 10 year period, subject to confirmation of further details from Government. Approval was also sought for the formal establishment of the Ashton Town Board and commencement of the draft Ashton Town Plan. A further decision by the Executive Member for Inclusive Growth, Business & Employment to formally accept the funding would be required once the full terms of the Grant Funding Agreement were available.

It was reported that the Long Term Plan for Towns was a new government regeneration programme to support improvements to towns in the UK with a ten year commitment of funding and the creation of new local decision making bodies, Town Boards. The guidance released on 18 December 2023 set out a requirement to establish the Towns Board by April 2024 with a Town Plan prepared for submission to the Department for Levelling Up, Housing and Communities (DLUHC) by 1 August 2024. The government would then make funding available to support the interventions set out in the Town Plan, subject to assessment of the Plan by DLUHC.

It was explained that within the financial year 2023/2024 the Council would receive £50,000 of capacity funding to support establishment of the Town Board by 1 April 2024 and commence the

planning and initiating of community engagement. On 1 April, DLUHC would provide a further £200,000 of capacity funding to support the development of the Long-Term Plan, including additional community engagement activity to support the submission of the Town Plan before 1 August 2024.

The £20m revenue and capital funding (split 25% revenue and 75% capital) would be awarded to the local authority, acting as accountable body on behalf of the Town Board, and be released over a seven year period with flexibility to spend it over a ten year period. Town Board would need to be properly constituted to assure good governance and respect for the purpose and objectives of the fund. The Levelling Up Funds Local Authority Assurance Framework would apply, requiring the Council's s.151 Officer to provide assurance updates around the proper administration of the funding, including in regard to conflict of interest, subsidy control, procurement, counter fraud and risk.

Additional support would be provided by the Towns Taskforce that will be established as a unit of DLUHC to support the delivery of Town Plans. The Towns Taskforce will report directly to the Secretary for State for Levelling Up and the Prime Minister.

It was stated that the Town Board will be responsible for developing the Town Plan and reviewing this prior to submission to DLUHC. The local authority were required to act as secretariat to the Town Board.

There was a requirement for the Town Board to be established by 1 April 2024 and be responsible for:

- Identifying the issues and priorities to focus on within the Town Plan, including supporting a process of ongoing community engagement.
- Working with the Council to develop the Town Plan, setting out how local partners will use their knowledge, powers, assets and new funding to deliver for their communities.
- Identifying opportunities for Board members to utilise specific powers to deliver the Town Plan.
- Identifying opportunities to bring in additional investment.
- Overseeing the delivery of projects set out in the Town Plan.

Due to the requirement that the Town Board should be established by April 2024 and the impact of local elections and the associated pre-election period, it will be necessary to hold a first meeting in March 2024 where the proposed Terms of Reference (Appendix 2) can be considered for approval.

## **RESOLVED**

### **That Executive Cabinet:**

- (i) Note the allocation of £20m from the Long Term Plan for Towns for Ashton;**
- (ii) Approve entering into the formal agreements for the receipt of funding, subject an Executive Decision Notice once the full terms of the Grant Funding Agreement are available;**
- (iii) Approve the proposed governance arrangements for the Ashton Town Board and the programme of works associated with the preparation of a draft Ashton Town Plan;**
- (iv) Enable the Director of Place to manage the programme of works associated with the preparation of a draft Ashton Town Plan to inform the first meeting of the Ashton Town Board.**

## **132 STALYBRIDGE STREET FEST 2024**

Consideration was given to a report of the Executive Member for Inclusive Growth, Business and Employment / Director of Place / Assistant Director for Investment, Development and Housing. The report sought approval to continue Stalybridge Street Fest in 2024 with future delivery brought in-house to support a more financial sustainable delivery model.

It was reported that the Stalybridge Street Fest events were now a well-established events that had delivered on its aim of engaging residents and businesses, increasing footfall in the town centre, supporting local SME traders and increasing the profile of Stalybridge as a desirable location to visit. Demand throughout the programme in the last three years and there was a clear opportunity for the Council to continue to deliver this event for the benefit of the local economy in Stalybridge.

Feedback from attendees had included the high quality offer available, and the social value of having an opportunity to get out and meet friends and family as being significant factors of the events success. In respect of economic growth, footfall and visitor spend was being spread to other town centre businesses who had reported an increase in their own activity and takings. The analysis of footfall data for Street Fest dates showed an average increase of 36% more people in the town centre during Street Fest than compared to the same day at other times of the week. The success of Street Fest had acted as a catalyst for businesses who have taken the opportunity to develop their offer (such as Magpie's Nest), extend their opening times (such as Florence & Amelia's), and establish a new customer base.

Based on success and experience of delivering these events over the last three years, it was proposed that a total of eight Street Fest events be delivered in 2024. The first would be held in April followed by monthly events up to October and a further festive Street Fest at the end of the year.

## **RESOLVED**

**That Executive Cabinet:**

- (i) Approve the delivery of eight Stalybridge Street Fest events in 2024.**
- (ii) Approve the proposed delivery model and a maximum budget of £31,592 via the repurposing of UKSPF (Communities and Place) funding from projects delivered under budget.**
- (iii) Approve the purchase of ten gazebos for Stalybridge at an estimated cost of £9,000 (ex VAT) from the Capital Regeneration Project grant funding.**
- (iv) Note the intention to work towards a sustainable offer following the expiry of the UK Shared Prosperity Fund (UKSPF) revenue grant.**

## **133 DETERMINATION OF SCHOOL ADMISSION ARRANGEMENTS FOR SEPTEMBER 2025**

Consideration was given to a report of the Deputy Leader (Children's and Families) / Interim Director for Education. The report set out the proposed admission arrangements for Tameside community, and voluntary controlled schools for admission in September 2025.

It was reported that there were no proposed changes to the admission arrangements for September 2024. The latest information on school place planning was presented which concluded that there were currently sufficient places to meet expected demand for mainstream primary and secondary schools with rising levels of surplus capacity in primary schools due to the current birth rate pattern in the borough.

It was explained that the report concluded that there was a need to continue to develop capacity for specialist places given the predicted continuing rise in demand set out in the SEN Sufficiency Strategy.

## **RESOLVED**

**That Executive Cabinet approve the determination of admission arrangements for all Tameside community and voluntary controlled schools for 2025/26 as set out in Appendix 1 of the report.**

## 134 ADULT SOCIAL CARE FEES 2024-25

Consideration was given to a report of the Executive Member for Adult Social Care, Homelessness and Inclusivity / Director of Adult Services. The report outlined proposals in relation to revised prices to meet the increasing cost of providing adult services for 2024-25.

Members were advised that Demand for service provision had been rising - the increasing number of older people and younger adults with complex and life limiting conditions and disabilities continued to add further pressure to services provided. As would be expected the increasing complexity of care needs did mean an increasing number of staff was required to support individuals and therefore an associated increase in costs to the Council.

It was explained that in line with Councils across the country the period of the Covid pandemic and the time since had seen increasing numbers of people requiring care and support – seen most acutely in services supporting people to remain living in their own homes. To illustrate this point in domiciliary care, in February 2020, the Council commissioned 9,958 hours per week to support 947 people: In October 2023 this figure had risen to 14,938 hours for 1,202 people which was an increase of 50% in hours and 27% in numbers of people. In staffing terms an increase of 4,980 hours equated to an increased requirement of 135 full time equivalent (FTE) staff members.

It was further explained that the rise in the demand for care and support had not been matched by an increased ability to attract sufficient numbers of staff to keep pace with the demand for support. The sector had seen a significant number of workers leaving the profession for a number of reasons – primarily rates of pay, attractive pay in other sectors (including the retail and hospitality sectors), and general illness and fatigue brought on by the intensity of working through the pandemic and supporting people with increasingly complex needs.

The concerns in relation to workforce needed addressing to ensure that the social care sector was able to offer roles that were attractive in terms of pay and conditions, had positive recognition, and were valued employment options. An increased supply of workers in the sector would be essential in meeting both the current and projected future demand of an aging population for care and support.

It was explained that affordability of fee increases for the Council was a critical consideration given the financial pressure it was under but given the pressures the adult services providers were facing the balance of restrictive fee uplifts could mean that an adequate supply of care and support cannot be maintained to meet the level of demand required. In developing proposals for fee uplifts for providers for 2024-25 a number of options had been considered. The report proposed that fees be increased from 1 April 2024 that include the increase for Real Living Wage and non-pay inflation based on the average inflationary increase of 3.6%. Appendix 1 provides the proposed rates for 2024/25.

### **RESOLVED**

**That Executive Cabinet note the content of the report and approves the**

- (i) proposed new rates for care home placements as detailed in appendix 1 table 2 of this report.**
- (ii) increase in Nursing & Nursing with Dementia fees (appendix 1 table 2) by the increase to the Funded Nursing Care weekly rate effective from 1 April 2024 once confirmed by the Department of Health. There is no additional cost to the Council for this increase as it is fully funded by the NHS.**
- (iii) proposed new rates for Support at Home and Standard Home Care as detailed in appendix 1 table 3 of this report.**
- (iv) spot purchase rates for sleep-in and waking nights as detailed in appendix 1 table 3 of this report.**
- (v) proposed uplifts of Adult Services commissioned contract prices highlighted in appendix 1 table 4 of this report**
- (vi) proposed revised rate for additional hours commissioned in Extra Care of £19.24 per hour. Please refer to paragraph 4.13 of this report.**

- (vii) proposed revised rate for additional hours commissioned in Active Day Services contract of £16.19 per hour. Please refer to paragraph 4.16 of this report.
- (viii) revised Direct Payment rates as detailed in in appendix 1 table 5 of this report
- (ix) rate increases for Shared Lives Carer payments detailed in appendix 1 table 6 of this report
- (x) increase of any fee not included in appendix 1 by 3.6%
- (xi) delegation to the Director of Adult Services to increase any fee in excess of those stated in appendix 1 by a greater percentage rate with supporting evidence.
- (xii) all payment rates detailed in the report to be effective from 1 April 2024.
- (xiii) related impact of care package fee increases on the financial assessment of the service user is from 1 April 2024.

### **135 CONTRACT AWARD FOR THE PROVISION OF AN E-CONTRACT PERFORMANCE SYSTEM**

Consideration was given to a report of the Executive Member for Adult Social Care, Homelessness and Inclusivity / Director of Adult Services. The report sought approval to award the contract as detailed in the report with a contract commencement date of 1 April 2024 to 31 March 2026 with the option to extend for one year.

It was reported that PAMMS had previously been demonstrated to GM Heads of Commissioning, as well as being implemented by Bolton Council, Salford City Council and Oldham Council in 2019 and Stockport MBC in 2023. Tameside MBC was also considering adopting PAMMS in 2019 but the impact of the pandemic delayed this.

A group was established to view PAMMS and Sundown which consisted of people involved in overseeing contracts performance within the Adults Commissioning and Homes for All Team as well as colleagues from NHS GM ICB (Tameside). Overwhelmingly, those who viewed both products preferred the PAMMS system.

Following an in-depth review of the available systems and advice from STAR Procurement, it was recommended that Executive Cabinet approve the direct award via a call off contract from the UK Government G-Cloud Framework to the Access Group, for the procurement of the Provider Assessment and Market Management System (PAMMS) for a period of 2 years from 1 April 2024 to 31 March 2026 with the option to extend for one year.

#### **RESOLVED**

**That Executive Cabinet approve the direct award of the contract to the Access Group to procure the Provider Assessment and Market Management System (PAMMS), as a call off contract, procured via the Government G-Cloud Framework.**

### **136 URGENT ITEMS**

There were no urgent items.

**CHAIR**

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## ENVIRONMENT AND CLIMATE EMERGENCY WORKING GROUP

13 March 2024

**Commenced: 4.35pm**

**Terminated: 6.05pm**

**Present:** Councillors Pearce (Chair), Affleck, Axford, Ferguson, Jones and Mills

**In Attendance:**

Dean Kleban	Project Manager, Economy, Employment and Skills
Kelly Gray	Stakeholder Manager, Business Growth Hub
Jordanna Rawlinson	Head of Communications
Christina Morton	Environmental Development Officer
Marie Hare	Community Initiatives Officer
Neil Charlesworth	Head of Strategic Asset Management
Nicola Marshall	Greenspace Development Manager
Ellie Cassidy	Graduate Communications Officer

**Apologies for Absence:** Councillors S Homer

### 31. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 32. MINUTES

The minutes of the meeting of the Environment and Climate Emergency Working Group held on 15 November 2023 were approved as a correct record.

### 33. GREATER MANCHESTER GREEN CITY REGION UPDATE

The Environmental Development Officer provided a summary of the items discussed at the most recent meeting of the Greater Manchester Green City Region Board:

- A quarter three progress report for the Greater Manchester Five Year Environment Plan was provided. Areas of key progress during that quarter included energy, sustainable consumption and transport.
- A new Five Year Environment Plan would be produced in the coming months. The Board recently came to all 10 Greater Manchester councils to complete questionnaires around key topics that would feed into the updated plan.
- A report was submitted on accelerating retrofitting commercial buildings across Greater Manchester.

The Chair requested that the minutes of the Green City Region Board be circulated to Members of the Panel going forward.

### 34. GREENING BUSINESS UPDATE

The Group received a presentation from the Project Manager, Business, Support and Engagement, and the Stakeholder Manager, Tameside Business Growth Hub in relation to greening business in Tameside.

Members were informed that the Tameside Means Business Net Zero Festival was held on 8 December 2023. The free event sought to bring Tameside businesses together to embrace the journey to net zero. It was reported that over 70 businesses/individuals attended the festival at

Global Grooves in Mossley. Sponsored by Dukinfield-based World Heat Cylinders, the event was supported by the GM Business Growth Hub and Green Economy team. Members had welcomed the attendance of members of the Tameside Youth Council. The engagement of young people was seen as particularly important.

Feedback in relation to the event had been overwhelmingly positive and plans for a summer festival in 2024 were underway.

The reporting officer explained that there had been a number of joint visits to local businesses between the Council and GM Business Growth Hub to learn more about their green journey. The visits covered a range of subjects and were seen as important in facilitating the best lines of support for businesses. In addition, the Tameside Business Resilience Clinic also offered free advice and guidance to support local businesses on their journey to net zero.

Details of the Business Growth Hub were then provided to the Group. The Hub offered a range of support, including:

- Starting a business and supporting the self employed;
- Selling more and opening new markets;
- Becoming more efficient and resilient;
- Innovation and digitisation; and
- Accessing finance and funding.

The Hub had a dedicated Green Economy and Resource Efficiency Team, which helped businesses to decarbonise with advice, training and support that delivered long term resilience, environmental credibility and financial savings. The team also helped to grow local green technologies and supported the entire green supply chain to deliver equitable net zero transition. This included working with local government and combined authorities to implement business support that simplified the business path to net zero, whilst also removing barriers linked to slow or low adoption of green technologies.

Members were provided with details of the Green Skills Academy based at Trafford Park. The Academy was part of a pan-northern effort to lead the UK's transition to net zero. This green technology department delivered courses in a number of areas, such as air source heat pump installation, solar panel installation, wind turbine installation, EV charging point installation and cavity wall insulation extraction. Elected Members were invited to attend the Academy, along with any local businesses who would benefit from the support provided.

In total, it was advised that 40 Tameside businesses were classified as being in the Green Tech sector, who were also on the Growth Hubs Green Tech sector network.

The Chair thanked the officers for an informative presentation and encouraged Members to share the details with those businesses that could benefit from the services outlined.

## **RESOLVED**

**That the content of the presentation be noted.**

## **35. ACTIVE TRAVEL UPDATE**

The Community Initiatives Officer provided an update in respect of active travel across the borough. The aim was to work with a range of providers across Tameside to address barriers to movement and promote better conversations to increase activity.

Details of a range of active travel schemes in Tameside were provided, including Stockport Road in Ashton-under-Lyne and Chadwick Dam and Hill Street between Ashton and Stalybridge. It was reported that there had been updates to cycle lanes on Stockport Road in Ashton and this had been



achieved in conjunction with local businesses. There was an ongoing offer alongside the Employment and Skills team to work with all SMEs to promote active travel, TfGM grants and travel for both utility and leisure.

In relation to Chadwick Dam and Hill Street, it was reported that a number of projects had been completed, including jingle jogs, a programme of holiday activities, cycle training and school bike sales. A number of other schemes were also in progress, including story walks with local schools, local resident and college student audios and art awards.

It was explained that there had been some difficulty to engage in activation at the Hill Street scheme but there had been upgrades to the Cavendish crossings to assist with walking and cycling.

To encourage activation among businesses, a 'One Day a Week' scheme had been launched. The scheme was a behavioural nudge campaign that encouraged people to make small reductions to the amount they drove. Employees could take part by travelling by a mode of transport that was not driving a car. Those who participated could be entered into a monthly prize draw by posting a picture of themselves using the hashtag 'my1DAW' on social media.

The reporting officer provided information in relation to Modeshift, an organisation that aimed to secure increased levels of safe, active and sustainable travel in business, education and community settings. It was explained that licences were available for all SMEs to become Modeshift accredited. Businesses could access cargo bikes to transport goods. The Manchester Bike Kitchen based in Hyde was available to loan e-bikes to businesses.

A summary of future schemes was provided to Members, including Rayner Lane and Stamford Drive. It was highlighted that the Rayner Lane scheme would provide an improved off-highway cycle and pedestrian route between the Ashton Moss Metrolink stop and a cycle/pedestrian route on the Audenshaw old railway line via filtered access points. Plans were in place to activate the scheme working in collaboration with British Triathlon and local football clubs.

Regarding the Stamford Drive scheme, Members were informed that the programme aimed to improve the environment for neighbourhoods south of the A635 Stamford Street between Ashton and Stalybridge. It was hoped that there would be a reduction in the volume and speed of vehicles on residential streets. Cycling would also be promoted by providing safe crossings and a direct quiet route.

Members were keen that the next meeting of the Group had a focus on transport.

The Chair thanked the reporting officer for a useful update on active travel schemes across the borough.

## **RESOLVED**

**That the content of the presentation be noted.**

## **36. QUARTERLY 'THINK GREEN' COMMUNICATIONS UPDATE**

Consideration was given to a presentation of the Head of Communications providing an update on the Council's Environment and Climate Emergency communication's strategy.

The Council's one-stop webpage called 'Think Green' brought together all elements of the Council's aim to tackle climate change, tips on being more environmentally friendly and access to information on public transport, walking & cycling and parks & countryside. Information on making homes more energy efficient was also available. The reporting officer highlighted that between 16 October 2023 and 21 February 2024, the Think Green webpage had been visited 2,509 times, with recycling the most visited page. There had been web page spikes between the end of December and January.

Details of the monthly focuses for the 'Think Green' campaign were highlighted. In the previous

quarter, these had been:

- November – Tameside Green Business Pledge
- December – Have a Green Christmas
- January – Veganuary
- February – Greenspace Volunteering

Communications had been promoting a number of other events, including Ryecroft Conservation Day, which involved a day of conservation work and maintenance at Ryecroft Hall on 5 March.

Upcoming monthly themed communications were outlined to Members. Themes to be promoted included 'The Great British Spring Clean' in March, 'World Earth Day' in April, 'Tameside Walking and Cycling Month' in May and 'Let it Bloom' in June.

Members were once again encouraged to contact the Communication's Team with any items that would generate good publicity for the Think Green campaign.

## **RESOLVED**

**That the content of the presentation be noted.**

### **37. URGENT ITEMS**

There were no urgent items.

### **38. DATE OF NEXT MEETING**

It was noted that the next meeting of the Environment and Climate Emergency Working Group was scheduled to take place on 5 June 2024.

**CHAIR**

## STRATEGIC PLANNING AND CAPITAL MONITORING PANEL

21 March 2024

**Commenced:** 2.00 pm

**Terminated:** 2.50 pm

**Present:** Councillors Cooney (Chair), Fairfoull (Deputy Chair), North, Bray, L Boyle, McLaren and Dickinson

**In Attendance:**

Sandra Stewart	Chief Executive
Ashley Hughes	Director of Resources
Julian Jackson	Director of Place
Alison Parkinson	Director of Children's Services
Deborah Myers	Assistant Director for Education
Emma Varnam	Assistant Director of Operations and Neighbourhoods
Trevor Tench	Head of Commissioning and Homes for All
Thomas Austin	Senior Finance Manager

**Apologies:** Councillor McNally

### 25 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 26 MINUTES

The minutes of the Strategic Planning and Capital Monitoring Panel meeting on the 16 November 2023 was approved as a correct record.

### 27 PERIOD 10 CAPITAL MONITORING REPORT

Consideration was given to a report of the First Deputy (Finance, Resources & Transformation) / Director of Resources. The report reviewed the financial position for the Capital budget, including the forecast outturn position.

It was explained that as introduced in the month 6 report, this report included a number of appendices, which provided an update on the status of every scheme in each service area. This new combined report replaced the previous separate service area updates and would be presented to Strategic Planning and Capital Monitoring Panel in March.

The detail of this monitoring report was focused on the budget and forecast expenditure for fully approved projects in the 2023/24 financial year. In addition to fully approved projects the Programme also included earmarked schemes, which had been added to the programme but not specifically allocated yet, for example contingency budgets.

The Council's Capital Programme for 2023/24 to 2025/26 contained £116.321m of schemes, of which £111.493m were fully approved and £4.828m were earmarked. A major risk facing the programme was the ongoing inflationary and supply pressures in the construction sector, which limited the affordability of projects. This was worsened where projects were delayed into future years which meant the effects of inflation were further magnified.

It was reported that services were projecting expenditure of £11.593m less than the current capital budget for the year. Reprofiling of £11.764m had been requested.

Members of the Panel discussed acquisition of the former bus station site from Transport for Greater Manchester (TfGM) which was later than originally programmed. The Director of Place explained that there had been delays due to confirmation needing to be sought over boundaries of land that would be transferred to TfGM.

The Director of Place delivered an update on the Development & Investment Capital Programme as detailed in Appendix 1. It was highlighted that following a successful planning application the installation of practice cricket facilities at Ladysmith Cricket Club would take place in readiness for the 2024/25 cricket season.

In regards to the Godley Garden Village Capital Scheme, despite the positive outcome of the Speakers Panel Planning decision, delays to planning determination process had meant that the Council was in breach of its Housing Infrastructure Funding (HIF) Grant Funding Agreement (GFA) with Homes England. The Council was not in a position to draw down the full allocation of £10m, prior to the expenditure deadline of March 2024 and, despite best efforts, the project team have been unable to negotiate a further extension to the existing GFA. Homes England & the Council mutually agreed a remediation plan to terminate the GFA. The Remediation Plan confirmed that £0.720m already drawn down and expended, along with the £0.500m of revenue capacity funding, utilized to support the preparation of the planning application would not be subject to clawback. A remediation plan that would provide the process for termination of the GFA had now been agreed with Homes England. A report to Executive Cabinet in December 2023 approved the entering into of a Deed of Termination Notice.

An update was provided on the Ashton Public Realm Capital Scheme. It was reported that LUF funding had been secured for public realm works focused on Ashton Market Square. Planning approval was granted for the works to Ashton Market Square on 13 September 2023. Works on the Stage 4 design had now been completed and the scheme would now progress to the delivery stage by Spring 2024. Engagement sessions with key stakeholders, including market traders, had taken place throughout this detailed design phase and would continue in the lead up to the commencement of the delivery phase.

It is proposed that the surplus LUF funding allocated against the former bus interchange site was repurposed to enable the delivery of additional key zones of the public realm that would further realise the vision for the town centre. These areas included the waste disposal facility between the Town Hall and Market Hall and associated landscaping, Warrington Street and Market Avenue. These areas were included in the recent planning permission for the site. The LUF contribution to Market Square and associated public realm in the surrounding area would therefore be increased from £11.2m to £14.1m.

The proposal was to relocate the temporary market to Fletcher Square, Market Street and Bow Street whilst the main construction works are underway to Market Square. This would enable the market to operate with minimal disruption and will ensure that progress on delivering the improvement works to Market Square can be made in line with the agreed funding timescales.

In regards to the Ashton Town Hall Capital Scheme, work had progressed on internal strip-out and detailed surveys required to fully inform the design and costing process for the first stage of restoration works had completed. The LUF monies available of £3.4m would be utilised by 31 March 2025 to address immediate health and safety issues at Ashton Town Hall, deliver repair works to the façade, and repair the high stone parapet and the interface with the roof. The delivery programme for this work would be confirmed in March 2024 with a report to Executive Cabinet.

The Director of Place advised Members on the progress of the projects within the UKSPF Capital Schemes. It was reported that the UKSPF funded Tameside Market Study project that was currently in progress would feed into the proposal for Hyde Outdoor Market. The Market Study was due to be completed Mid-August, further updates would be available after the study had taken place.

A Hyde Town Centre masterplan has been commissioned. As part of the work in preparing the masterplan, UKSPF would enable the refurbishment of a vacant unit in the town centre that by the local community for gatherings and for consultation events to support the preparation of the Hyde Town Centre Masterplan which sat within the Hyde Triangle Growth Location. Opportunities to identify suitable space within the town centre was being explored for the project to meet the expected outcome. This space would be for the local community to meet and for social enterprise to flourish.

In regards to St Petersfield Fountains, Fountains & Features Ltd had completed work to enable the functioning of the fountains feature in St Petersfield opposite Ashton Old Baths. It would also fund a 12-month maintenance package to run concurrently with the repair works.

Members of the Panel enquired on milestones for the Stalybridge Civic Hall Capital Schemes as part of the UKSPF projects. The Director of Place confirmed that the scheme was meeting planned milestones.

A discussion ensued on the impact of the termination of the Grant Funding Agreement, part of the Godley Garden Village Capital Scheme. It was explained that there was no impact to the scheme, the Council would not have been in a position to draw down on the grant owing to the increase in value of land and the fact that there was no planning inquiry which the funding was allocated for.

The Assistant Director of Strategic Property delivered an update on the Corporate Landlord Capital Programme as detailed in Appendix 2. In regards to the Decarbonisation of the Public Estate Phase 3, following the removal of the 2 schemes and updating with tendered costs the total revised costings for the scheme are currently projected at £2.191m. The amount of grant the Council had received was £1.506m. The Council were able to claim some of the grant monies over the above our initial amount of £1.573m, however any additional claimed had to be paid back to GMCA for feasibility studies for future projects

This financial year circa £2k had been spent on St Johns School for enabling works. The total available was £28k, meaning circa £26k of this would be returned to education as there was no further spend anticipated at this site for enabling works. There had been no spend this financial year on Stalyhill School enabling works, however a number of orders had been raised with committed spend of circa £11k. Once these invoices had been received circa £21k would be remaining and could be returned to the education capital budget.

The Assistant Director for Operations and Neighbourhoods delivered an update on the Engineers Capital Programme as detailed in Appendix 3. It was reported that most projects had a Rag rating of Green, it was highlighted that the Active Travel Fund 3 had a RAG rating Red. It was explained that following the review by TfGM the scope of the scheme was being revised in order to meet funding criteria and available budget due to the initial proposals being in excess of the £1.950m provisional budget allocation.

The timescales for this particular project remained extremely challenging, however dialogue with TfGM remained positive, however the funding remains at risk. The Panel was advised that the £1.950m budget was provisional, pending confirmation from TfGM, and did not appear in the council's capital programme. This provisional funding had also been used as part of the Denton LUF as 'matched funding'.

The Assistant Director of Operations and Neighbourhoods delivered an update on the Operations & Greenspace Capital Programme detailed in Appendix 4. The New Approvals detailed in Appendix 4 were highlighted to the Panel. The S106 contribution in respect of planning application 13/01045/OUT would be used as a contribution towards fencing of the public open space which would be between the relocated Hawthorns School (on the former Longdendale Recreation Ground) and the A57. This funding was to be allocated to Strategic Property in the Place Directorate as they are project managing this scheme. The S106 contribution in respect of planning application 20/00129/FUL would be used for improvements to greenspace in Audenshaw including Ryecroft Hall and tree planting.

The Assistant Director of Operations and Neighbourhoods delivered an update on the Waste & Fleet Management Capital Programme. In regards to the Fleet Replacement 2022/23, the Initial approval was based on 20/21 estimated costs of £0.826m for fleet replacement. It was explained that tenders went out for 40 items on the programme and these came in at an additional £0.177m above the estimates and therefore the additional spend had to be authorised. It was further explained that the list of items had been reduced further to 27.

Procurement had been delayed due to the need to obtain comparative quotes for lease/contract hire for some of the items, and it was therefore unlikely that any of the fleet expenditure would be incurred in the current financial year. Expenditure in excess of the scheme budget still required authorising and funding arrangements to be agreed. The Panel was advised that £150k of Adults Capital Grant was to be used to increase the Fleet Replacement project budget on the Capital Programme.

Members discussed the reasons for the delays in the fleet replacement and the impact in costs that these delays had incurred due to inflation.

The Assistant Director of Strategic Property provided an update on the Estates Capital Programme within Place. In regards to the Mottram Showground it was reported that The Council previously acquired a site off Stockport Road, Hattersley to facilitate the relocation of the twice yearly agricultural shows run by the Mottram and District Agricultural Society (MDAS). The site MDAS previously occupied was on the route of the proposed Mottram bypass and as such the MDAS shows could not continue to run from the site once bypass works commence. If MDAS could not be provided with a new site the shows, an established feature in the local events calendar, would not continue. MDAS were looking to return to their traditional 2 shows a year events programme starting with a summer show planned for August 2024 and would need therefore access to the residue of the relocation budget beforehand to complete the site preparation works. Approval would be required to draw for a payment of up to £46,000 to be made toward the cost of new containers which were required to store equipment at the property, as well as the construction of the roadway and groundwork's at Mottram Show ground new site. It was proposed that this sum was resourced via the earmarked capital programme remaining budget of £46,000 that is allocated to the Mottram showground.

The Director of Place delivered an update on the Community Safety & Homelessness Capital Scheme within Place. It was reported that in regards to the Homeless Families Leasing Scheme, due to significant changes in Management within the Homelessness Service, the scheme was not yet running. The Council was working closely with the GMCA who were monitoring the programme (500 Units across GM). GMCA had confirmed that there was likely to be some flexibility in the Grant funding agreement. GMCA had advised that properties could also be sourced from Registered Providers as well as from the Private Rented Sector. GMCA was also attempting to confirm that an extension to 31 March deadline for having leases in place would be extended. Executive Cabinet resolved to support the Homeless families leasing scheme in November 2023. However due to the delays in getting the project up and running, the budget for this service would need to be re-profiled in its entirety into 2024/25.

The Assistant Director of Operations and Neighbourhoods provided an update on the Operations and Neighbourhoods Capital Programme, detailed in Appendix 8. It was reported that as the installation of the new cremators had been completed an essential upgrade to the interface between the chapel and the crematoria was now required to accommodate bariatric coffins. Essential work to the Dias committal area required a double doorway constructing to allow for a bariatric coffin to be transferred safely into the crematory along with a new catafalque, canopy and committal curtain, lighting, decorating and acoustics. The cost of this would be met from the remaining cremator scheme contingency.

The Assistant Director of Strategic Property provided an update on the Education Capital Scheme. In regards to Rayner Stephens High School it was explained that the scheme had been tendered and costs had risen significantly above the budget envelope. Work was underway with the Planning department on a revised scheme as no further funding would be allocated to this project. The school

were aware that final plans should be drawn up by the end of the 2023/24 financial year. As a result, there would be to be a delay in the expenditure occurring and therefore, there was reprofiling of £0.356m to 2024/25.

It was stated that on the Alder Community High Capital Scheme, the Deed of Variation was taking some time to complete given the complexity of the arrangements and the number of stakeholders involved. As such, the Council had opted to proceed with a Letter of Indemnity which would provide all the necessary requirements commence works on site in a shorter time frame. Reprofiling of £0.519m to the 2024/25 budget was requested as this scheme will move forward in the next financial year.

It was highlighted that the Longdendale Academy Capital Scheme had a cost increase on the overall project to around £0.863m. The school had been through the planning process and planners are requiring additional drainage for the development. This was £0.213m above the allocated budget. Panel was asked to recommend to Executive cabinet the allocation of £0.134m of High Needs Capital Provision Funding to this scheme and £0.079m of S106 in 2024/25.

An update was provided on All Saints Catholic College, it was reported that works were being overseen by the Shrewsbury Diocese. The final phase of the work was being agreed. Work had been undertaken to improve fitness provision, science labs and toilets over a number of years. The last phase was to improve the outdoor sports provision. The remaining budget was significantly less than the tendered prices received for the work. In conjunction with the Capital Project Team, a meeting had been held with the Football Foundation to investigate the possibility of matched funding to increase the overall funding amount available. The school were aware that final plans need to be in place by the end of this financial year. Reprofiling of £0.683m to the 2024/25 budget is requested as this scheme will move forward in the next financial year once the school has confirmed final plans.

It was reported that in regards to Oakdale School Capital Scheme, the works had been phased in line with current governance. Both phases had been completed. The school were happy with the works and were happy with the December completion as their target date was a completion before the Christmas school holidays. Some snagging still remained and the contractor was undertaking some additional works for the school at nil cost.

The Panel were provided an update on works on the Russell Scott capital scheme. It was explained that Due to health and safety reasons, the temporary heras fence line between the playing field and the playground had been replaced by a permanent fence line. The cost of these works was £0.006m. The surface to the pathway was built with a gradient which allowed water to pool significantly on the footpath and there was insufficient drainage to mitigate the surface water build up. Works had been completed to add a top layer to the footpath to improve surface water run-off and allow the drained to be sunk to allow easier water flow into the drains, the costs of these works was £0.004m

It was reported that the St Annes Denton Primary Capital Scheme required a redesign in order to achieve delivery within existing budget approval. The school had confirmed they would contribute a sum of £0.137m which was included in the current budget amount. Reprofiling of £0.050m to the 2024/25 budget as the Capital Projects Team were awaiting a re-design of the secure entrance to reduce the cost to within the original budget. This left a remaining budget of £0.050m in 2023/24 for any potential redesign costs. It was not likely that the full scope of works would commence in the 2023/24 financial year.

Discussion ensued on the role of academies in maintain school buildings and where responsibilities still were with the Local Authority. The Assistant Director of Education explained that academies were responsible for maintaining their school buildings but where the Local Authority wanted to increase the capacity and admission number that cost still fell to the local authority who were responsible for sufficient and adequate places.

The Assistant Director of Strategic Property provided an update on the Children's Social Care Capital Programme. In regards to Boyds walk it was highlighted that the start of the project was

delayed due to the DFE requirement for formal consultation on the appropriation of land (former Infant School site). The decision to approve the appropriation of land for an alternate use had now been agreed by the Minister. RIBA Stage 3 had recently been completed and at this early stage, the project was anticipated to be £0.500m over budget. The main reasons for this were a small increase in the gross internal floor area, soft market testing of market of the mechanical and electrical works required coming back significantly higher than first estimated and the requirement to have a sub-station to accommodate the new capacity brought by the scheme. Early value engineering had been undertaken during stage 2/3 and the current cost of the project included risk and inflation contingencies, which could be taken out as the project moves through its RIBA stages. Further value engineering was taking place, especially for mechanical and electrical works, in order to manage cost within the original funding envelope. This slowdown had resulted in the need to slip unspent budget from 2023/24 to 2024/25.

The Head of Commissioning and Homes for All provided an update on the Adults Capital Programme. It was explained that all schemes had a RAG rating of Green. It was highlighted that there was a key theme within these schemes and that was staffing, which had continued to be challenging. The New Approvals contained within Appendix 11 were highlighted to the Panel.

It was reported that there was an agreement that £150k of Community Capacity Grant was to be used to increase the Fleet Replacement project budget on the Capital Programme in 2024/25. This was to be used towards funding of Community Response Vehicles in Fleet Strategy.

In regards to the Community Support living well at home scheme, this latest proposal sought to free up workforce capacity across support at home provision particularly in circumstances where an ambulance or CRS warden would otherwise be called to lift someone who has fallen – whilst recognising that the contractual arrangements for the provision of support in the four existing extra care settings had since changed. Care and support at all four was now the responsibility of one provider, Creative Support. Whereas prior to the new contract, four separate providers each had access to a Raizer M for their extra care setting, Creative Support currently only had the one Raizer M for use across all four settings. Three additional Raizer M's were required so that cover was on hand at each of the four settings. A fourth Raizer M was also required for the new Hattersley extra care setting which was due to open early 2025 with care and support would also being provided by Creative Support. All funding was required for 24/25.

It was reported that the Occupational Therapy Project was to be funded from the Community Capacity Grant. It was explained that the team needed to extend to meet the demand needs of the service. Four further posts were required to meet service demand which would be funded by the Community Capacity Grant for a fixed 3 year period, from 1 April 2024 to 31 March 2027.

The First Deputy for Finance, Resources and Transformation stated that going forward milestones must be updated where they have slipped or no longer accurate and explanations be given in the report where milestones had not been met.

Further, The Panel discussed whether the design phase in schemes needed to be reviewed to reflect the volatility in the market and rise in cost in materials as designs often received with costs projected at more than the budget.

## **RECOMMENDED**

### **That Executive Cabinet APPROVES:**

- (i) **The reprofiling of £11.764m of capital spend outlined in table 3**
- (ii) **Other capital changes of £5.058m in table 7.**

### **That Executive Cabinet NOTES:**

- (iii) **The Capital programme position of projected spend of £39.916m, following Cabinet approval to reprofile project spend of £11.764m into 2024/25.**



**28 URGENT ITEMS**

There were no urgent items.

**CHAIR**

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# Agenda Item 4

**Report To:** EXECUTIVE CABINET

**Date:** 27 March 2024

**Executive Member / Reporting Officer:** Cllr Jacqueline North – First Deputy (Finance, Resources & Transformation)  
Ashley Hughes – Director of Resources

**Subject:** PERIOD 10 2023/24 FORECAST OUTTURN – REVENUE AND CAPITAL.

**Report Summary:** This is the Period 10 monitoring report for the current financial year, showing the forecast outturn position.

The report reviews the financial position for the General Fund revenue budget, the Dedicated Schools Grant (DSG) and the Capital budget.

The underlying revenue position is an overspend of £2.073m at Period 10. The movement from month 9, where the overspend was £10.370m, is as a result of the implementation of recovery plan actions, additional corporate funding received and the release of Contingency budgets. This has been partly offset by additional pressures in Directorates, as shown in the table below:

<b>Movement between months</b>	<b>£m</b>
<b>Month 9 underlying position</b>	<b>10.370</b>
Recovery plan actions implemented	(2.059)
Additional pressures within Services	1.894
In year contingency released	(6.496)
Levy and other funding received	(1.549)
Minor improvements in Directorates	(0.088)
<b>Month 10 underlying position</b>	<b>2.073</b>

The remaining recovery plan actions to be implemented in Quarter 4 of the year total £1.279m, resulting in a residual overspend of £0.794m at month 10.

There is a forecast overspend on the DSG of £4.731m, which is a nil movement from the Period 9 position. The underlying overspend has been driven by an unprecedented growth over the summer term of Education, Health and Care Plans (EHCP) and forecast support towards the education element of Children’s Social Care placement costs.

The Capital programme is forecasting an underspend in-year, with subsequent reprofiling of budgets to future years of £11.764m, bringing total reprofiling for the year to £23.649m.

**Recommendations:** That Executive Cabinet is recommended to approve:

- 1) The acceptance of £0.164m from the Department for Levelling Up Housing and Communities relating to compensation for the Green Plant and Machinery business rates exemption (2022/23 and 2023/24). The sum is to be allocated to the Council's contingency revenue budget within the Resources Directorate.

- 2) The acceptance of £0.472m from the Department for Levelling Up Housing and Communities relating to business rates levy surplus as part of the annual rebalancing of Government allocations through levies generated to cover the costs of safety net payments for authorities whose income has seen a decline. The sum is to be allocated to the Council's contingency revenue budget within the Resources Directorate.
- 3) The acceptance of £0.900m from the Greater Manchester Combined Authority relating to the Council's allocation of £30m waste levy reserves that has been re-distributed to GM local authorities. The Council will receive £2.704m by 31 March 2025 with an estimated sum due of £0.900m in 2023/24. The sum is to be allocated to the Council's contingency revenue budget within the Resources Directorate.
- 4) The use of £1.621m of 2023/24 Highway Maintenance Grant to fund Reactive Maintenance spend, as allowable under grant conditions.
- 5) The acceptance of £0.013m from the Department for Environment Food and Rural Affairs for the Coronation Living Heritage Fund (CLHF) Grant. The sum is to be allocated to the Council's contingency revenue budget within the Resources Directorate.
- 6) The use of internal borrowing in the first instance to finance the demolition of Active Ashton and Active Longdendale, expected to be approximately £2m, which will subsequently be offset by capital receipts.
- 7) The allocation of £0.329m via the I.T. Investment Fund reserve to finance the additional cost of the Council's financial management system (Agresso) cloud migration. The three year contract award will be subject to a separate Executive Decision report with the migration due to commence in the later part of 2024/25.
- 8) The allocation of £2.5m from earmarked reserves to fund transformation spend to support the delivery of budget reductions within the 2024/25 MTFS.
- 9) To accept Electric Vehicle Revenue grant funding of £0.134m to rollout EV charge points across the borough. Date for receipt of the grant is yet to be confirmed but it is expected late March/Early April 24.
- 10) To accept Tranche 5 of Household Support Funding (HSF) for a further 6 months as announced by the Chancellor on 6 March 2024. On receipt of written confirmation of the grant allocation and guidance, a report will be brought forward outlining full expenditure proposals for this funding; in the meantime, however, it is recommended to continue with the issue of Free School Meals vouchers for holidays that fall during the term of the funding extension, using the new tranche of HSF, subject to this remaining in line with the grant conditions. This will ensure there are no gaps in the support provided to families eligible for free school meals during holiday periods for the period of the extension.

- 11) The acceptance of £0.050m grant from the Department for Levelling Up Housing and Communities relating to the UK Internal Market (UKIM) Act 2020. The grant relates to related expenditure incurred by the Council to support and enable people and businesses within the borough to trade across the UK. The sum is to be allocated to the Council's contingency revenue budget within the Resources Directorate and will be included in the period 11 budget monitoring report.
- 12) Approve the use of the following reserves to finance the cost of 3 fixed term posts (1 Project Manager and 2 Business Analysts) within the Resources Directorate that will support digital improvements within Children's and Waste services:
  - a. £0.072m via the Children's Service Staffing Investment Reserve
  - b. £0.072m via the Investment Fund Reserve
- 13) From 1 April 2024 approve the use of the Adult Social Care charging limits, rates and allowances as set out in the annual 'Social Care – Charging For Care and Support – Local Authority Circular' issued by the Department For Health and Social Care. The details contained within the circular support the assessment of a service user's financial contribution towards their care and support package. The annual circular is to be used each financial year thereafter as the details contained within are updated.
- 14) From 1 April 2024 approve the use of the Adult Social Care limits, rates and allowances as set out in the annual 'National Association Of Financial Assessment Officers' circular relating to disability related expenditure that is disregarded when assessing a service user's financial contribution towards their care and support package. The annual circular is to be used each financial year thereafter as the details contained within are updated.
- 15) The draw down of earmarked reserves totalling £8.790m, included in appendix 18.

That Executive Cabinet is recommended to note:

- 16) The forecast General Fund revenue budget position of an overspend of £2.073m, prior to any remaining recovery plan actions
- 17) The update on the production of recovery plans to mitigate the shortfall in budgets, with total mitigations of £7.014m identified, of which £1.279m is due to be delivered in months 11 and 12, with the remainder included in the month 10 overspend.
- 18) That there is a projected General Fund overspend for the Council of £0.794m following the application of actions within draft recovery plans, the release of corporate funding and the identification of additional pressures.
- 19) The forecast deficit on the DSG of £4.731m, which is a nil

movement on the month 9 position.

20) The Capital programme position of projected spend of £39.916m, following Cabinet approval to reprofile project spend of £11.764m to 2024/25.

**Policy Implications:** Full Council set the approved budgets in February 2023. Budget virements from Contingency to service areas is not effecting a change to the budgets set by Full Council.

**Financial Implications:** As contained within the report.

**(Authorised by the Section 151 Officer)**

**Legal Implications:** The Local Government Act 1972 (Sec 151) states that “every local authority shall make arrangements for the proper administration of their financial affairs...”  
**(Authorised by the Borough Solicitor)**

Revenue monitoring is an essential part of these arrangements to provide Members with the opportunity to understand and probe the Council’s financial position.

Members will note that the underlying outturn position is a net deficit of £2.073m on Council budgets. As the council has a legal duty to deliver a balanced budget by the end of each financial year Members need to be content that there is a robust Medium Term plan in place to ensure that the council’s longer term financial position will be balanced. Ultimately, failure to deliver a balanced budget can result in intervention by the Secretary of State.

The council has a statutory responsibility to ensure that it operates with sufficient reserves in place. The legislation does not stipulate what that level should be, rather that it is the responsibility of the council’s Section 151 officer to review the level of reserves and confirm that the level is sufficient. Reserves by their very nature are finite and so should only be drawn down after very careful consideration as the reserves are unlikely to be increased in the short to medium term.

**Risk Management:** Associated details are specified within the report.

Failure to properly manage and monitor the Council’s budgets will lead to service failure and a loss of public confidence. Expenditure in excess of budgeted resources is likely to result in a call on Council reserves, which will reduce the resources available for future investment. The use and reliance on one off measures to balance the budget is not sustainable and makes it more difficult in future years to recover the budget position.

**Background Papers:** Background papers relating to this report can be inspected by contacting Gemma McNamara, Interim Assistant Director of Finance (Deputy 151 Officer):

 e-mail: [gemma.mcnamara@tameside.gov.uk](mailto:gemma.mcnamara@tameside.gov.uk)



## 1. SUMMARY

- 1.1 This report presents the Council's forecast financial position across the General Fund revenue budget, DSG and Capital Programme as at January 2024.
- 1.2 It shows the Council's budgets, forecast outturn positions and underlying variances. The report also identifies the management actions being taken to mitigate adverse variances.
- 1.3 Overall, there are significant overspends on expenditure of £2.073m on the underlying position within the General Fund. This shows the total potential overspend, should actions within the recovery plans to bring the expenditure down to within budget not be taken.
- 1.4 As per the Council's financial regulations, Directors have a responsibility to manage within budgeted levels of expenditure and where overspends occur, Directors are required to present a recovery plan to the Chief Finance Officer (S151 officer).
- 1.5 At month 8, recovery plans were presented to Board, which included actions totalling £9.335m. Reviews of proposed actions have been undertaken by service areas in conjunction with Finance, which has resulted in a reduction in the total value of plans to £6.914m. The remaining actions to be delivered in year total £1.279m, with £5.635m delivered to date.
- 1.6 Recovery Plans are a standing agenda item at Senior Leadership Team meetings and will remain so for the duration of the financial year to ensure corporate oversight.
- 1.7 Any pressures or undelivered savings within Directorates by the end of the financial year will need to be resolved in the next financial year, in addition to delivering MTFs (Medium Term Financial Strategy) proposals to meet the budget gap for 2024/25.
- 1.8 A £4.731m overspend is forecast on the DSG fund, due mainly to unprecedented levels of growth on Education, Health and Care plans (EHCPs), at which the work on the Delivering Better Value (DBV) project is targeted. The DBV project is in the final stages of consideration with the Department for Education (DfE) for a revenue grant to support the deliverables agreed between the Council and the DfE.
- 1.9 The Capital budget has forecast budgets of an additional £11.764m to be reprofiled to future years in 2023/24, which brings total reprofiling requested in year to £23.649m. Following reprofiling expenditure is forecast to be £0.171m in excess of budget. Additional grants are due to be added to the programme which will offset this.
- 1.10 At the time of drafting this report, the Consumer Price Index (CPI) measure of inflation had held at 4% for January, following a slight increase to 4% in December, from 3.9% in November, which still represents a significant reduction over the course of the year. The Bank of England have responded to the inflationary environment with a strong monetary policy and increased the base rate 14 consecutive times from December 2021 to August 2023 with the aim of controlling inflation. The Bank of England announced on the 21<sup>st</sup> September 2023 that the base rate of interest would remain at 5.25%, and latest projections assume that it will remain at this level for the foreseeable future, rather than increasing as had been previously projected. Although the rate of inflation is significantly lower than in previous months, cost of living pressures remains significant and will continue to impact on both the costs of, and demand for, Council Services for the foreseeable future.
- 1.11 Members should be aware of the wider impact the macroeconomic environment is having in Local Government. Multiple local authorities have warned of pressures adversely impacting on their financial sustainability, despite the welcome increase in funding received in the Local Government Finance Settlement for this financial year. A lack of multi-year funding settlements and the sustained high level of inflation has severely impacted the level of underlying risk in the Council's financial position and made planning for the future more difficult due to the



increased uncertainty around available funding.

- 1.12 Whilst the Council is not in a poor financial position in terms of its balance sheet at this point in time, and section 7 on reserves demonstrates this, it is clear that ongoing cost pressures make delivering the 2023/24 budget, and the future Medium Term Financial Strategy (MTFS), a difficult task. These reserves should be used to support invest to save proposals to create sustainable change and efficiencies across the Council, to support the Council's ongoing financial position.
- 1.13 Any decision to use reserves, above those approved at Budget Council, would require approval from the Director of Resources, as per the Financial Regulations, and significant use of reserves is a decision for Full Council through reporting to Executive Cabinet. Reserves should not be an alternative to undelivered budget reductions. Should Service overspends remain unmitigated in year, there may need to be a drawdown from unallocated reserves to bring expenditure to within budget. This is not a sustainable approach and will take the Council closer to financial distress. Budgetary control needs to be applied to reduce current expenditure, in addition to longer term recovery plans for each Directorate, which will be required to bring Services to within budget.

## 2. FORECAST 2023/24 REVENUE OUTTURN POSITION AT MONTH 10

- 2.1 The underlying Month 10 position is an overspend of £2.073m. This includes the implementation of £2.059m of recovery plan actions, additional funding received for business rates and for waste levy returned reserves of £1.549m and the release of Contingency budget of £6.496m, without these the overspend would be £12.177m. The underlying month 9 position was an overspend of £10.370m and the table below shows the movement in the position between months:

<b>Movement between months</b>	<b>£m</b>
<b>Month 9 underlying position</b>	<b>10.370</b>
Recovery plan actions implemented	(2.059)
Additional pressures within Services	1.894
In year contingency released	(6.496)
Levy and other funding received	(1.549)
Minor improvements in Directorates	(0.088)
<b>Month 10 underlying position</b>	<b>2.073</b>

- 2.2 These additional pressures identified, have reduced the impact of the implemented recovery plan actions on the residual overspend.
- 2.3 Reviews of recovery plan actions between Month 8 and Month 9 reporting, highlighted potential risks within the proposals. This has resulted in a reduction in deliverable action from £9.335m to £6.914m, of which £5.635m has been delivered (£2.059m in month 10). Outstanding actions to be implemented total £1.279m, which takes the net overspend to £0.794m at month 10.
- 2.4 Table 1 gives a breakdown of the position for each Directorate showing both the underlying variance and recovery plan actions, leading to the net reported overspend at month 10, and is shown in comparison to the month 9 position. The figures within the tables in the report are subject to rounding.

**Table 1: Month 10 forecast monitoring position**

Forecast Position	Revenue Budget	Month 10 Forecast	Underlying Variance	Recovery Plan Actions	Net Variance	Net Variance Month 9	Change in Variance
	£m	£m	£m	£m	£m	£m	£m
Adults	44.339	48.442	4.103	0.000	4.103	3.102	1.001
Children's Social Care	55.837	60.794	4.958	(0.758)	4.200	3.881	0.319
Education	8.786	9.407	0.621	(0.318)	0.303	0.103	0.200
Public Health	14.352	13.752	(0.601)	0.000	(0.601)	(0.531)	(0.070)
Place	32.417	35.672	3.255	(0.203)	3.052	2.989	0.064
Chief Executive's Office	14.167	13.896	(0.272)	0.000	(0.272)	(0.248)	(0.024)
Resources	51.499	41.506	(9.993)	0.000	(9.993)	(1.954)	(8.039)
<b>Totals</b>	<b>221.397</b>	<b>223.470</b>	<b>2.073</b>	<b>(1.279)</b>	<b>0.794</b>	<b>7.342</b>	<b>(6.549)</b>

2.5 To provide further detail to the table above, the following table shows the movement in the underlying position for month 10 compared to month 9, which is then described in more detail for each Directorate in sections following the table.

**Table 2: Month 10 movement in underlying position**

Forecast Position	Month 9 Underlying Variance	Recovery plan actions achieved	Additional pressures identified	Minor movements in Directorates	Corporate funding released	Month 10 Underlying Variance	Change in Variance
	£m	£m	£m	£m	£m	£m	£m
Adults	3.102	0.000	1.001	0.000	0.000	4.103	1.001
Children's Social Care	4.859	0.000	0.099	0.000	0.000	4.958	0.099
Education	0.698	(0.153)	0.077	0.000	0.000	0.621	(0.077)
Population Health	(0.531)	0.000	0.000	(0.070)	0.000	(0.601)	(0.070)
Place	4.444	(1.906)	0.717	0.000	0.000	3.255	(1.188)
Governance	(0.248)	0.000	0.000	(0.024)	0.000	(0.272)	(0.024)
Resources	(1.954)	0.000	0.000	0.006	(8.045)	(9.993)	(8.039)
<b>Totals</b>	<b>10.370</b>	<b>(2.059)</b>	<b>1.894</b>	<b>(0.088)</b>	<b>(8.045)</b>	<b>2.073</b>	<b>(8.297)</b>

### Recovery Plans

2.6 All Directors have submitted draft recovery plans, which require sign off from the Director of Resources in line with the Financial Regulations and work is continuing to develop plans to meet the shortfall. At month 10, there are no recovery plans which bring the Directorate to a balanced position, and as such, no plans have been signed off by the Director of Resources.

2.7 The table below shows a summary of the £6.914m included within Directorate recovery plan, split into months, of which £5.635m has been delivered and £1.279m is expected to be delivered in February and March:

**Table 3: summary of recovery plan actions by Directorate**

Recovery plan actions Directorate	P7	P8	P9	P10	P11	P12	
	October	November	December	January	February	March	Total
	£m	£m	£m	£m	£m	£m	£m
Adults Social Care	0.000	(1.162)	(0.292)	0.000	0.000	0.000	<b>(1.454)</b>
Children's Social Care	0.000	0.000	(1.227)	0.000	(0.159)	(0.599)	<b>(1.985)</b>
Education	0.000	0.000	(0.077)	(0.153)	0.000	(0.318)	<b>(0.549)</b>
Place	0.000	0.000	(0.818)	(1.906)	(0.039)	(0.164)	<b>(2.927)</b>
<b>Total</b>	<b>0.000</b>	<b>(1.162)</b>	<b>(2.414)</b>	<b>(2.059)</b>	<b>(0.198)</b>	<b>(1.081)</b>	<b>(6.914)</b>

2.8 The following sections give an update on each Directorate position, focusing on pressures, with the recovery plans laying out the management actions to reduce the overspends.

### Directorate position

#### Adult Services

Overspend of £4.103m, adverse movement of £1.001m

Recovery plan action of £0, no movement from period 9

Forecast Position Adults	Revenue Budget	Month 10 Forecast	Month 10 Underlying Variance	Recovery Plan Actions	Net Variance	Net Variance Month 9	Change in Variance
	£m	£m	£m	£m	£m	£m	£m
Mental Health 18-64	2.342	2.795	0.453	0.000	0.453	0.490	(0.037)
Learning Disability 18-64	1.700	2.742	1.042	0.000	1.042	0.997	0.045
Physical Disability 18-64	1.919	2.204	0.286	0.000	0.286	0.227	0.058
Mental Health 65+	1.240	1.991	0.750	0.000	0.750	0.742	0.008
Learning Disability 65+	0.134	0.262	0.128	0.000	0.128	0.365	(0.237)
Older People 65+	12.759	17.704	4.944	0.000	4.944	4.298	0.646
Adult Services	24.245	20.744	(3.501)	0.000	(3.501)	(4.018)	0.517
<b>Totals</b>	<b>44.339</b>	<b>48.442</b>	<b>4.103</b>	<b>0.000</b>	<b>4.103</b>	<b>3.102</b>	<b>1.001</b>

2.9 The Adults Services Directorate has a forecast underlying overspend against budget in 2023/24 of £4.103. This is an adverse movement of £1.001m on the period 9 forecast due to additional demand since period 9.

2.10 Adult Services is currently seeing increased demand and requests for support. A snapshot taken on 23 February 2024, shows that there were 212 new contacts awaiting assessment and 175 requests to duty awaiting re-assessment. Demand levels are remaining consistent even though throughput is being achieved. These figures do not include those requests which require an urgent response within 48 hours, some of which will result in long term support. A request for support is initially triaged to ensure that any diversion to other services or self-help has already been offered. Therefore, those progressed to full assessment or reassessment it is a reasonable assumption that most will result in care and support being offered resulting in an adverse impact on the budget.

- 2.11 Residential and nursing care home placements net costs in each of the categories above have increased by £0.484m. The increase in cost is driven by a continuing demand increase in Older People 65+ placements of £0.646m. This is offset by a reduction in other care home placement costs of £0.163m mainly due to the resettlement of an OOB Learning Disability service user into an internal in borough accommodation provision. For context, the period 9 position reported a volume of 869 permanent placements in November 2023, the December 2023 volume was 880. The largest increase is within permanent residential placements for older people, with an increase of 18 placements since period 9.
- 2.12 Although additional demand costs for winter pressures are evident, the resulting pressure will not be fully known until the end of February 2024. We are currently in the peak of the winter pressures and this is shown with the increased costs in Care Home and Support at Home. The peak period is generally expected to last until the end of February and close monitoring of the additional demand will continue to track the increased numbers presenting, which may have a further impact on forecasts. It should be noted that on 27 February 2024 there were 44 people at Tameside General Hospital with no criteria to reside, some of whom will require social care support on discharge.
- 2.13 Care home bed availability within the borough has also decreased in the last 5 years, with the loss of 227 beds in this period, see table below. There is currently 1,405 bed capacity in borough, a reduction of 14% in the last 5 years. This has impacted on the availability of in-borough provision which can lead to more expensive out of borough placements.

Provider	Type of Service	Beds
Bowlacre Home	Residential Home	37
Carson House	Nursing Home	49
Kingsfield	Residential Home	54
Bourne House	Residential Home	33
Fairfield View Care Home	Residential Home	54
<b>Total</b>		<b>227</b>

- 2.14 Complex Care costs have increased by £0.300m due to 9 complex homecare placements, 3 complex supported accommodation placements and 2 complex day care placement and further one to one support since the last forecast at Period 6.
- 2.15 Mental Health supported accommodation costs have increased by £0.252m due to 6 out of borough placements since the last forecast at Period 6.
- 2.16 Direct Payment forecast costs have reduced by £0.165m since last reported at Period 6 due to additional clawbacks expected relating to balances on service user accounts.
- 2.17 Home care and support at home care provision forecast costs have increased slightly since period 9. The cost has increased by £0.076m due to hours for homecare costing a higher hourly rate than previously forecast. In addition, the related income forecasts have reduced by £0.073m based on invoices raised to date and an assumption of income that will be received via financial assessments yet to be completed.
- 2.18 The Directorate are carrying out a review of an equipment invoice issued to Derbyshire CC of £0.451m relating to the integrated equipment service following the demise of Clinical Commissioning Groups and related boundary change of Glossop to Derbyshire. The period 10 forecast assumes receipt of this payment.

## Children's Social Care

Underlying overspend £4.958m, adverse movement of £0.99m from Month 9

Recovery plan action remaining of £0.758m

Reported Net position: £4.2m, £0.319m adverse movement

Forecast Position Children's Social Care	Revenue Budget	Month 10 Forecast	Month 10 Underlying Variance	Recovery Plan Actions	Net Variance	Net Variance Month 9	Change in Variance
	£m	£m	£m	£m	£m	£m	£m
Child Protection & Children In Need	8.276	8.287	0.011	0.000	0.011	0.285	(0.275)
Children's Social Care Safeguarding & Quality Assurance	2.162	2.215	0.052	0.000	0.052	(0.069)	0.121
Children's Social Care Senior Management	(7.465)	(7.334)	0.131	0.000	0.131	0.273	(0.143)
Adolescent Services	3.005	2.905	(0.100)	0.000	(0.100)	(0.106)	0.006
Early Help, Early Years & Neighbourhoods	3.848	2.468	(1.381)	(0.453)	(1.834)	(1.829)	(0.004)
Cared for Children	45.728	52.005	6.277	(0.305)	5.972	5.347	0.625
Commissioning	0.282	0.250	(0.033)	0.000	(0.033)	(0.020)	(0.012)
<b>Totals</b>	<b>55.837</b>	<b>60.794</b>	<b>4.958</b>	<b>(0.758)</b>	<b>4.200</b>	<b>3.881</b>	<b>0.319</b>

- 2.19 The Children's Social Care Directorate has a forecast underlying overspend against budget in 2023/24 of £4.958m. This is an adverse movement of £0.099m compared to £4.859m reported in period 9. The total recovery plan actions are £1.985m, of which £1.227m has been delivered, with the remaining balance of £0.758m to be delivered in quarter 4. The underlying overspend is subject to mitigation by recovery plan actions currently forecast at £0.758m, resulting in a reported net forecast variance of £4.200m.
- 2.20 The £0.099m adverse movement reported in Period 10 is primarily due to increases in placement costs with £0.201m of this increase is a result of increases in weekly fees where providers action uplifts on a calendar year basis.
- 2.21 The in-depth review across the whole of Children's Social Care services, undertaken with the new Children's Senior Leadership Team is continuing to identify efficiencies and savings opportunities for 2023/24 and into future years.
- 2.22 Whilst Cared for Children numbers fluctuate monthly, there is an overall downward trend in the total numbers, with 669 in April 2022, reducing to 641 at the end of January 2024. However, it should be noted that there was a significant spike in numbers from June 2023 to

August 2023, where it peaked at 663. Since this point, there has been a net reduction of 22 Cared for Children with the current total now being 641 as at the end of January 2024.

- 2.23 Since October 2022, the number of external residential placements has risen from 57 to 78 as at August 2023 at which point the numbers have had slight fluctuations. There has been a net increase of 1 placement in December 2023 which has increased the forecast by £0.137m. The two external residential placements that ceased had an average weekly cost of £4,930, whilst the 3 new external residential placements had an average weekly cost of £5,800. The increase in external residential placements has led to a greater proportion of the total Cared for Children client base being in external residential placements which currently stand at 12.3% as of January 24.
- 2.24 In addition to the proportionate increase in external residential placements, it should also be noted that the average cost has increased to £5,800 per week in December 2023 compared to £5,349 per week in December 2022, representing an 8.6% increase in weekly costs in comparison to the same point last year.
- 2.25 The overall forecast overspend is driven significantly by the requirement for high-cost independent and residential external placements for Cared for Children, which is forecast to overspend by £6.264m. This relates both to the overall number and the increasing cost of each placement with external residential placement numbers currently at 79, compared to 67 at the start of the financial year. A weekly high-cost placement panel has been established and is attended by the Children's Senior Leadership Team to bring a consistent focus on placement planning and stepdown arrangements.
- 2.26 The forecast also continues to be affected by the usage of additional Social Workers supporting caseload requirements and other additional resource supporting the departmental improvement priorities, which is being funded from the Children's Services transformation reserve (£0.772m) pending formal approval.
- 2.27 The new Children's Services Senior Leadership Team who are supporting the improvement requirements across the Directorate. They are leading the work which is actively underway to review all service structures to implement a revised staffing structure that will deliver a more skilled permanent workforce for Children's Services. A dedicated Workforce Board has been established to support all the delivery requirements of the new structure and drive recruitment and retention, including training social workers which will deliver savings as newly qualified social workers on lower spinal points replace agency social workers.

### **Recovery Plan**

- 2.28 The total recovery plan amount stands at £1.985m which does not fully balance the budget. Of the recovery plan actions, £1.227m has been achieved and reported within the underlying position. Overall, £0.758m is outstanding as at Month 10 and currently forecast to be fully recovered by the end of the financial year.
- 2.29 Recovery plan mitigations include achieving additional partner contributions towards the health and education elements of care packages of children above those already forecast and was originally estimated at £0.082m in-year. Additional income from health agreed at Period 8 of £0.120m has increased the full year impact of this recovery action to £0.140m.
- 2.30 Maximisation of available external funding is also being factored into the management recovery plan mitigations where, following an in-depth review of all grants available to Children's Social Care for 2023-24, £1.094m of grant maximisation was actioned at Period 9, with a further £0.454m expected to be achieved by year end. This includes applying reasonable overheads to grant activity and, where allowable with grant conditions, utilising grant monies to support other activity.
- 2.31 As part of the recovery plan actions, a project is currently underway reviewing all placements



for children that may be able to be returned to home. An initial review of the eligible cohort ages 9 to 12 identified 45 placements for review where 3 have now successfully returned home. A second tranche focussing on 0–5-year-olds has identified 79 placements for review. It should be noted that not all the young people may be able to return to home due to their individual circumstances. A reduction of £0.185m is currently forecast to be achieved in 2023/24 with greater scope anticipated for full-year effect and increased numbers for 2024/25.

- 2.32 Further cost reductions have been factored into the recovery plan in respect to strengthened processes around the review of children entering care and through effectively managing appropriate levels of risk. A cost reduction for 2023/24 of £0.497m based on a reduction of placements and associated costs was forecast to the end of the financial year.

## Education

**Underlying overspend of £0.621m, favourable movement of £0.077m from Month 9**

**Remaining recovery plan action of £0.318m**

**Residual overspend position: £0.303m, adverse movement of £0.200m**

Forecast Position Education	Revenue Budget	Month 10 Forecast	Month 10 Underlying Variance	Recovery Plan Actions	Net Variance	Net Variance Month 9	Change in Variance
	£m	£m	£m	£m	£m	£m	£m
Access Services	5.323	5.742	0.420	(0.020)	0.400	0.187	0.213
Assistant Executive Director - Education	(0.144)	0.091	0.235	0.000	0.235	0.235	0.000
Education Improvement and Partnerships	0.442	0.237	(0.205)	(0.110)	(0.316)	(0.286)	(0.030)
Schools Centrally Managed	1.527	1.587	0.061	(0.064)	(0.003)	0.000	(0.004)
Special Educational Needs and Disabilities	1.633	1.749	0.116	0.000	0.116	0.091	0.025
Virtual School and College	0.006	0.001	(0.005)	(0.124)	(0.129)	(0.125)	(0.004)
<b>Totals</b>	<b>8.786</b>	<b>9.407</b>	<b>0.621</b>	<b>(0.318)</b>	<b>0.303</b>	<b>0.103</b>	<b>0.200</b>

- 2.33 The Education Directorate has a forecast underlying overspend against budget in 2023/24 of £0.621m which is a favourable movement of £0.077m from Period 9 due to the implementation of recovery plan actions. The total recovery plan actions are now £0.549m, of which £0.231m has been delivered, (£0.153m in month 10) with a further £0.318m expected to be delivered by the end of the financial year. This is an adverse movement on the total recovery plan actions of £0.123m. Delivery of the recovery plan actions will leave a net overspend of £0.303m.
- 2.34 The adverse movement on the recovery plan actions of £0.123m relates to a delay in the review of the eligibility for SEN transport, which will now take effect in 2024/25.
- 2.35 The overspend on Special Education Needs and Disability (SEND) Transport has increased by £0.077m to £0.467m. Route demand has further increased for pre-16 in borough and out of borough provision. Information in the route increases is included in the below table:

Category	Estimated No. Of Routes	Oct 23 No. Of Routes	Variation to	Jan 24 No. of Routes	Additional Increase
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	from Autumn		Estimated Routes		
Pre-16 to in borough provision	136	142	6	157	15
Pre-16 to out of borough provision	74	79	5	89	10
Post-16 in or out of borough provision	31	29	-2	31	2
GMPF Yellow Bus	1	1	0	1	0
Internal Transport	3	3	0	3	0
Transport of Pupils - Personal Budgets	24	22	-2	24	2
<b>Total</b>	<b>269</b>	<b>276</b>	<b>7</b>	<b>305</b>	<b>29</b>

2.36 As a result of the increased number of EHCP requests, there is an increase this year in the use of Associates (private practice EPs) on the Educational Psychology Service for the delivery of statutory assessments producing a pressure of £0.297m. The increased demand was not reflected in the budget and although work is underway to reduce the number of EHCPs, there is still an increased demand on this service. The service is currently working on a strategy to meet demand now and to support future needs. The shortage of Educational Psychologists and the loss of professionals to private practice is a national issue.

#### Recovery plans

2.37 The updated recovery plan identifies outstanding actions of £0.318m. This leaves a residual overspend position of £0.103m in the Education Directorate.

2.38 Since Period 9, £0.153m of recovery plan actions have been actioned in the underlying position. Grant maximisation of £0.106m, additional penalty notice income of £0.030m, a review of the school performance service of £0.015m and reduced demand on Teachers Pension early retirement costs of £0.002m have been reflected. £0.123m of recovery plan actions relating to SEN transport eligibility has been removed due to delays in reviews of plans taking place.

#### Place

**Underlying overspend of £3.255m, £1.188m favourable movement.**

**Recovery plan action of £0.203m is forecast for the remainder of the year**

**Residual overspend position: £3.052m, £0.064m adverse movement.**

Forecast Position Place	Revenue Budget	Month 10 Forecast	Month 10 Underlying Variance	Recovery Plan Actions	Net Variance	Net Variance Month 9	Change in Variance
	£m	£m	£m	£m	£m	£m	£m
Operations and Neighbourhoods	18.888	18.584	(0.304)	(0.105)	(0.409)	(0.520)	0.111
Growth	0.163	(0.213)	(0.375)	0.000	(0.375)	(0.375)	(0.000)
Investment, Development and Housing	4.777	6.540	1.763	(0.043)	1.720	1.401	0.319
Planning and Transportation	0.782	0.833	0.051	0.000	0.051	(0.028)	0.079
Strategic Property	7.807	9.928	2.121	(0.055)	2.066	2.511	(0.445)
<b>Totals</b>	<b>32.417</b>	<b>35.672</b>	<b>3.255</b>	<b>(0.203)</b>	<b>3.052</b>	<b>2.989</b>	<b>0.064</b>

2.39 The Place Directorate has a forecast underlying overspend against budget in 2023/24 of



£3.255m which is a favourable movement of £1.188m from Period 9. The total recovery plan actions for the Directorate total £2.927m, of which £2.724m has been delivered, with a further £0.203m expected to be delivered by the end of the financial year. Delivery of the remaining recovery plan actions will leave a forecast net overspend of £3.052m, which is an adverse movement of £0.064m since period 9.

- 2.40 Costs relating to the tornado of 27<sup>th</sup> December 2023 are still being quantified as remediation work continues. Although there is the possibility of reimbursement of costs through the Bellwin scheme, it should be noted that there is a minimum threshold for reimbursement of £0.437m, up to which, no reimbursement of costs will be provided.
- 2.41 As a result of tornado damage, there is an emerging financial risk associated with a Reservoir in the Carbrook area, which is owned by the Council. A number of fallen trees have caused significant damage to the spill way leading from the reservoir. The Greenspace and Engineers teams are awaiting quotes from specialist contractors for a further stage of tree clearance work to allow full inspection. Following the inspection and risk assessment it is likely that significant work will be required to repair the damaged spill way.
- 2.42 Aside from movements in forecast variations due to recovery plan actions, there have been some material changes across the Directorate. This includes those areas identified in previous reports as those facing financial challenges, primarily driven by cost and demand pressures, non-delivery of prior year savings and the partial non-delivery of savings in 2023/24.

**Operations and Neighbourhoods; £0.409m forecast underspend, adverse movement of £0.111m.**

- 2.43 There are ongoing cost pressures in Waste Services as detailed in previous reports and income shortfalls in Parking and Bereavement Services. These are being offset by underspends in Operations and Greenspace and Cultural and Customer Services. The key reasons for the movement since the previous period are summarised below;

- 2.44 **Bereavement Services; £0.104m forecast overspend, adverse movement of £0.108m.** There has been a reduction in the income forecast of £0.080m since month 9. Death rates have reduced for the period April – January compared to the same period in the previous 12 months. This is largely due to the consequence of COVID-19, the profile of those numbers that would usually be dying during 2023/24 has reduced as many of those people passed away slightly earlier. We are now seeing the effect of this on death rates across Greater Manchester. The impact of this is felt largely in Cremation Services, the table below shows the reduction in those services for the period April 2023 to January 2024 compared to the equivalent period in the preceding year.

The fee for a Cremation is £825, therefore, the reductions outlined below represent a loss of income of £0.108m in 2023/24. An element of this was already factored into previous forecast, however the trend has continued resulting in a further reduction in the income forecast of £0.080m.

Cremation Service Reductions	
Comparison 22/23 v 23/24	1 April 23 – 31 Jan 2024
Salford	-143
Oldham	-109
Trafford	-200
Tameside	-131
Manchester	-10
Wigan	-166
Stockport	86
Rochdale	-81

**Engineers and Highways forecast underspend of £0.257m, favourable movement of £0.259m.**

2.45 The service is reporting a forecast underspend, predominantly due to vacant posts pending full implementation of the approved restructure. However, the position assumes use of £1.261m of Highway Maintenance grant funding to supplement the core budget for reactive repairs and risk management works. Despite this, the budget for reactive maintenance is forecasting an overspend of £0.563m due to further expected deteriorations in the network aligned to severe weather conditions and a forecast of further adverse conditions before the end of the financial year. This is unsustainable and the service are currently working up a longer term Highway Investment Strategy which will seek capital investment for planned, proactive works in line with good Asset Management principles. It is envisaged that this will result in a reduction in reactive spend in future years whilst improving the overall quality of the highway network.

**Parking Services £0.303m forecast overspend, adverse movement of £0.447m.**

2.46 For 23/24, the pay and display income target is greater than the level of income achieved in 22/23 by £0.351m (30.5%). The service has sought to meet this target through the upgrade of pay and display machines, to allow for a wider range of payment methods, and the revision of the car parking tariffs across the borough, and although an increase in income is being delivered, there is still a gap, resulting in the forecast overspend. The table below shows a breakdown of the income target and the forecast position.

	<b>£m</b>
23/24 Pay & Display (P&D) Income Target	(1.436)
Additional income needed to cover net enforcement costs in excess of budget	(0.065)
<b>Total Income Target</b>	<b>(1.501)</b>
Initial Forecast P&D Income (22/23 Outturn)	(1.150)
Additional income generated through improvements to machines and tariff increases	(0.142)
Additional income generated from review of contract passes and permits	(0.025)
<b>Forecast Variation</b>	<b>0.184</b>

The remainder of the forecast overspend on the Service relates to expenditure budgets, the transactional costs associated with taking payments via the new machines is £0.065m, this fluctuates dependant on volume but is a direct cost attributable to income generation.

The upgrade in pay and display machines and review of tariffs has generated an additional £0.142m out of the required £0.351m, but as the implementation of the improvements occurred in October, the impact has only been realised in the second half of 23/24. The table below shows the comparison between 22/23 and 23/24, with the service expecting to deliver a 12% increase in pay and display income across the full year compared to 22/23. For the period since the improvements were introduced the actual increase equates to 27%.

	<b>Full Year £m</b>	<b>October – March £m</b>
22/23 Actual P&D Income	(1.150)	(0.305)
23/24 Forecast P&D Income	(1.292)	(0.388)
<b>Increase Between Years</b>	<b>(0.142)</b>	<b>(0.083)</b>
% Increase	12%	27%

In addition, there was an expectation of further income growth of £0.150m included on the Directorate recovery plan, this has now been removed due to the pressures outlined above resulting in an overall adverse movement for Parking Services of £0.447m.

The service is pursuing further developments into 24/25 to bridge the gap, cover the

additional essential costs within the service and deliver contributions towards highways management works. It is therefore expected that the position in 24/25 will be further improved.

**Cultural and Customer Services £0.441m forecast underspend, favourable movement of £0.358m;**

- 2.47 Costs of £0.259m associated with Debt Advice services and furniture costs previously funded by Tameside Resettlement Scheme budgets are now funded by Household Support Fund grant in line with grant conditions. The remainder of the movement since P9 is comprised of continued reductions in non-essential expenditure across the service.
- 2.48 **Strategic Property £2.066m forecast overspend, favourable movement of £0.455m.** Strategic Property is forecasting a £2.066m overspend at month 10, after recovery plan actions still to be delivered of £0.055m. The key areas of overspend are related to the Facilities Management contract, building reactive maintenance and utilities. There has been a favourable movement since month 9 of £0.445m as set out below.
- 2.49 The Estates team has been able to finalise lease arrangements with some external occupiers of corporate buildings, along with rental income for advertising hoarding resulting in one-off backdated payments for rent and utilities contributions totalling £0.322m which has not previously been forecast. The annual rent and utilities contribution for 23/24 is expected to generate an additional £0.191m.
- 2.50 In the current year, budget reductions against Facilities Management total £0.320m, of which £0.290m had previously been forecasted to be achieved. The service has now confirmed that a further £0.055m of one-off savings will be realised in total. Work is ongoing to confirm further savings to fully deliver the £0.320m on a recurrent basis.
- 2.51 During 23/24, a water leak was identified at Oxford Park resulting in an overspend of £0.047m. The service has worked to fix the leaks as quickly as possible and, for a couple of other identified leaks elsewhere have received some credits back to offset the costs. A further overspend of £0.029m is currently forecast against a site where there is a shared water meter between a Council site and a Council building that is leased out. Work is underway to resolve the situation but at this stage it is unclear whether any of the additional costs will be able to be recovered.

**Investment, Development and Housing £1.720m overspend, adverse movement of £0.319m.**

- 2.52 Investment, Development and Housing is forecasting an overspend of £1.720m after recovery plan actions still to be delivered of £0.043m. There is a net underspend of £0.372m in Employment, Economy and Skills as a result of utilising external grants to support core costs. In homelessness, the £2.933m overspend on Temporary Accommodation (TA), as detailed below, is partially offset by the use of external grants to fund core costs, resulting in a net overspend of £2.068m.

**Temporary Accommodation (TA) £2.933m forecast overspend, adverse movement of £0.226m**

- 2.53 New placements in TA have continued to increase, with 223 households in nightly paid temporary accommodation, an increase from 209 at month 9. The number of ended TA placements has increased from 46 in November to 86 in January, however some of this is linked to households entering mainstream hotel accommodation, which generally has a higher nightly rate, for a short period before moving on to the usual TA providers. Overall, there has been a net increase of households in nightly paid TA.
- 2.54 The net increase of households in nightly paid TA was expected following a review of seasonal trend data, however the levels of growth have been higher than previously forecast. This increase is expected to continue throughout the final quarter of 23/24.

- 2.55 The increased use of more expensive, mainstream hotel accommodation is linked to the overall high level of demand for TA. As more households are in TA, the availability of B&Bs has reduced, resulting in increased need to utilise mainstream hotel accommodation. This is contributing significantly to the increase in forecast.
- 2.56 The length of stay in TA is slowly starting to reduce, with the average now being 141 nights. This is a positive movement but highlights that it is demand driving the significant forecast pressure, both through the numbers of households in TA and the need to utilise more costly accommodation.
- 2.57 As part of the recovery plan, the service is seeking to utilise Homelessness Prevention Funding to increase the numbers of prevention officers. This is expected to reduce the number of households currently in TA, as well as reducing the numbers entering the system. These posts are due out to advert imminently on a fixed term basis but until these are in post, reductions to costs will be limited.

### Recovery Plan

- 2.58 The Directorate had previously identified £2.805m of mitigating actions in October 2023 as part of its recovery plan. However, it should be noted that there have been changes in terms of expected delivery in-year with some proposals being removed and others added in order to mitigate. Of this, £2.573m has been delivered and is factored into the underlying variance at period 10, with a further £0.203m to be delivered by the end of the financial year. The Directorate are continuing to explore opportunities for further mitigations to reduce the forecast overspend, including further use of grant funding to support core business where allowable under grant conditions.

### Public Health

Underlying underspend of £0.601m, a favourable movement of £0.070m

Forecast Position Public Health	Revenue Budget	Month 10 Forecast	Month 10 Underlying Variance	Recovery Plan Actions	Net Variance	Net Variance Month 9	Change in Variance
	£m	£m	£m	£m	£m	£m	£m
Public Health	14.352	13.752	(0.601)	0.000	(0.601)	(0.531)	(0.070)
<b>Totals</b>	<b>14.352</b>	<b>13.752</b>	<b>(0.601)</b>	<b>0.000</b>	<b>(0.601)</b>	<b>(0.531)</b>	<b>(0.070)</b>

- 2.59 Public Health has an underlying forecast underspend of £0.601m, which represents a favourable movement of £0.070m on the month 9 position. This is predominantly due to reduced pay and equipment forecasts within the Be Well Health Improvement Service

### Resources – Underlying underspend £9.993m, £8.039m favourable movement

Forecast Position Resources	Revenue Budget	Month 10 Forecast	Month 10 Underlying Variance	Recovery Plan Actions	Net Variance	Net Variance Month 9	Change in Variance
	£m	£m	£m	£m	£m	£m	£m
Exchequer	1.456	2.606	1.149	0.000	1.149	1.066	0.083
Financial Management	3.546	3.654	0.107	0.000	0.107	0.217	(0.110)
Assurance	1.913	1.899	(0.014)	0.000	(0.014)	(0.005)	(0.009)
Digital Tameside	4.774	4.615	(0.159)	0.000	(0.159)	(0.144)	(0.015)
Levies	31.796	31.460	(0.335)	0.000	(0.335)	(0.344)	0.009
Contingency	4.690	(3.355)	(8.045)	0.000	(8.045)	0.000	(8.045)
Investment and Financing	3.324	0.628	(2.696)	0.000	(2.696)	(2.744)	0.048
<b>Totals</b>	<b>51.499</b>	<b>41.506</b>	<b>(9.993)</b>	<b>0.000</b>	<b>(9.993)</b>	<b>(1.954)</b>	<b>(8.039)</b>

- 2.60 Resources has an underlying forecast underspend of £9.993m, which represents a favourable movement of £8.039m on the month 9 position.
- 2.61 There is a requirement to increase the provision for the estimated non-recovery of prior year court cost fees £0.328m within Exchequer Services. This movement is supported by an improvement of £0.217m relating to the forecast of in year court fee income due. The net impact has resulted in an adverse movement of £0.083m.
- 2.62 The predominant improvement within Financial Management relates to the financing of strategic support (£0.065m) provided on business rates growth. The commissioned support will be financed via Council reserves rather than the base revenue budget. The support provided will deliver business rates growth for the Council in the current financial year.
- 2.63 Despite the Bank of England base interest rate has remaining unchanged at 5.25% following the Bank of England's Monetary Policy Committee announcement on 31 January 2024, there is a forecast adverse movement of interest earned £0.048m within investments and financing. This is due to a reduced forecast level of monthly cash to the end of the financial year when compared to previous forecasts. The forecast is still significantly in excess of budget, and whilst cash levels have reduced in recent months, they remain broadly as anticipated early in the financial year.
- 2.64 The Council will receive additional in year funding of £1.549m. This funding is in relation to Business Rates Green Plan Machinery Compensation £0.164m, Business Rates Levy Surplus £0.472m and the Council's allocation of £30m waste levy reserves that has been re-distributed to GM local authorities. The Council will receive £2.704m by 31 March 2025 with an estimated sum due of £0.900m in 2023/24. The Council has also received £0.013m for the Coronation Heritage Living Fund from the Department for Environment Food and Rural Affairs. The £1.549m of additional funding will support the overall Council in-year position.
- 2.65 £15.419m has been earmarked in Contingency for directorate inflation and growth. £6.496m has now been released at month 10 to support the in-year overspend position. Together with the £1.549m of additional funding detailed above, the Contingency position is now £8.045m underspent. Throughout 2023/24 £8.452m has been approved for transfer to Directorates as detailed in previous monthly monitoring reports.

**Chief Executives Office – Underlying underspend £0.272m, £0.024m favourable movement**

Forecast Position Chief Executive's Office	Revenue Budget	Month 10 Forecast	Month 10 Underlying Variance	Recovery Plan Actions	Net Variance	Net Variance Month 9	Change in Variance
	£m	£m	£m	£m	£m	£m	£m
Governance	4.388	4.343	(0.045)	0.000	(0.045)	(0.051)	0.006
Policy, Performance and Communications	1.655	1.586	(0.069)	0.000	(0.069)	(0.070)	0.001
People and Workforce Dev	2.887	2.801	(0.085)	0.000	(0.085)	(0.068)	(0.018)
Transformation	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Corporate Costs	5.238	5.166	(0.072)	0.000	(0.072)	(0.059)	(0.013)
<b>Totals</b>	<b>14.167</b>	<b>13.896</b>	<b>(0.272)</b>	<b>0.000</b>	<b>(0.272)</b>	<b>(0.248)</b>	<b>(0.024)</b>

- 2.66 The Chief Executive's office has an underlying forecast underspend of £0.272m, which represents a favourable movement of £0.024m on the month 9 position.

2.67 There are again no significant variations to report during this period with the improvement relating to adjustments to pay forecasts within services.

### 3. SAVINGS PROGRAMME 2023/24

3.1 Detail of the delivery status of savings by Directorate of the 2023/24 savings programme, included within the original budget, is shown in Table 9 below:

**Table 9: Saving Programme in 2023/24 Budget at month 10**

2023/24 Budget Reductions	Opening Target £m	Red £m	Amber £m	Green £m	Achieved £m	% of Red and Amber savings of total
<b>Adults</b>	2.550	1.035	0.000	0.262	1.253	41%
<b>Children's Social Care</b>	3.652	2.097	0.865	0.690	0.000	81%
<b>Education</b>	0.318	0.050	0.079	0.189	0.000	41%
<b>Population Health</b>	0.155	0.000	0.000	0.000	0.155	0%
<b>Place</b>	2.103	0.951	0.136	0.063	0.953	52%
<b>Governance</b>	0.000	0.000	0.000	0.000	0.000	0%
<b>Resources</b>	1.776	0.000	0.000	0.296	1.480	0%
<b>Total</b>	<b>10.554</b>	<b>4.133</b>	<b>1.080</b>	<b>1.500</b>	<b>3.841</b>	<b>49.4%</b>
<b>%</b>		<b>39.2%</b>	<b>10.2%</b>	<b>14.2%</b>	<b>36.4%</b>	

3.2 At month 10, 50.6% of the programme is considered to be achieved, or on track to be delivered, a total of £5.341m. A further £1.080m is classed as Amber, with some issues or delays in delivery with £4.133m or 39.2%, with serious concerns of delivery (red rated savings are detailed in Table 10). These savings are discussed with Directors and their management teams as part of the STAR Chamber process that has been implemented to give a key focus on savings delivery.

**Table 10: Red rated savings at month 10**

Directorate	Scheme	Ref No.	Opening Target £m	Red £m
Adults	Non-Residential Client Income – Realignment of Fees & Charges for Support at Home	AD1	0.550	0.496
Adults	Support individuals in a way that increases independence and reduces reliance on services	AD3	0.750	0.539
Children's	SEND Transport - Review transport policy and thresholds	CH3	0.050	0.050
Children's	A further reduction in the number of Children requiring Care of the Local Authority	CH10	0.450	0.450
Children's	Remodelling of Early Help Offer	CH11	0.865	0.665
Children's	Repurposing and opening St Lawrence Road	CH15	0.702	0.702
Children's	Management Review	CH20	0.280	0.280
Place	Pre-Application Planning Fees	PL2	0.030	0.027
Place	Estates Rationalisation	PL3	0.920	0.553
Place	Corporate Building Room Hire Income Review	PL4	0.010	0.010
Place	Increase land charges fees as of 1st January 2023	PL5	0.057	0.057
Place	Industrial Estate Unit Rental / Change in Use - Plantation Unit 7	PL6	0.130	0.047
Place	Street Lighting - reduction in energy consumption (reduce brightness)	PL10	0.108	0.108

Place	Markets - Full cost recovery on service charge to stall holders	PL11	0.067	0.067
Place	Car parking review	PL12	0.052	0.052
Place	Reduction in parking enforcement contract costs based on reduced service spec (based on 5% reduction)	PL15	0.030	0.030
<b>Total</b>			<b>5.051</b>	<b>4.133</b>

#### 4. DEDICATED SCHOOLS GRANT

- 4.1 The in-year forecast position on the overall DSG remains a deficit of £4.731m, predominantly relating to the ongoing pressure on High Needs. Details of the position on each funding block are included in Table 11 below.

**Table 11: Dedicated Service Grant (DSG) 2023/24 Forecast Deficit**

DSG Funding Blocks	DSG Settlement incl. Block Transfer £m	Month 10 Forecast Distribution / Expenditure £m	Month 10 Forecast (Surplus) / Deficit £m	Month 9 Forecast (Surplus) / Deficit £m	Change in Forecast (Surplus) / Deficit £m
Schools Block	200.358	200.342	(0.016)	(0.016)	0.000
Central School Services Block	1.249	1.249	0.000	0.000	0.000
High Needs Block	37.604	43.088	5.484	5.484	0.000
Early Years Block	18.062	17.325	(0.737)	(0.737)	0.000
<b>Total</b>	<b>257.273</b>	<b>262.003</b>	<b>4.731</b>	<b>4.731</b>	<b>0.000</b>

*Note: the above table includes rounding*

- 4.2 The surplus on the schools block mainly relates to unallocated growth funding.
- 4.3 The high needs budget continues to be under significant pressure. The majority of growth in the High Needs block is across the mainstream and independent sector. There is also an anticipated contribution to children's social care placements.
- 4.4 The forecast is based on the actual funding allocated to providers for funded hours for the summer and autumn terms and estimated hours of uptake for the spring term. There has been a reduction in uptake of hours for 3 and 4 year olds, mainly due to falling birth rates which resulted in a reduction in the forecast expenditure. However, there has been a gradual increase in 2 year old uptake which has led to revised estimates for the spring term and an increase the forecast expenditure. There will be a funding adjustment based on the Spring Term census data and if the estimates are accurate, there will be a clawback of funds which will reduce the anticipated surplus.
- 4.5 The Early Years Supplementary Grant (EYSG) has also been updated for the actual distribution of funding for the Autumn term and estimated distribution, based on estimated participation, for the Spring Term. This has increased the forecast overspend. Any overspend will be met from the forecast underspend on the early years block.
- 4.6 The cumulative DSG position at the end of 2022/23 was a deficit of £3.306m. The forecast closing balance on the DSG at the end of the current financial year is £8.100m. There is currently a statutory override in place for the DSG from 2023-24 to 2025-26 which means any DSG deficits are not included in the council's main revenue budgets. Beyond this period any deficit would become recognised in the council's revenue position.



## 5 CAPITAL PROGRAMME

- 5.1 A full monitoring report is produced for Capital each quarter, and the month 10 report updates on significant reprofiling of budgets into 2024/25. A full capital update is provided to Strategic Planning and Capital Monitoring panel, with the next meeting scheduled for March. As was first introduced in month 6, a single report has been produced, that includes highlight reports for each project as part of the appendices. As this report is also being presented to Board and to avoid duplication, this report contains only a top-level summary of the Capital programme at month 10.
- 5.2 The detail of this monitoring report is focused on the budget and forecast expenditure for fully approved projects in the 2023/24 financial year. In addition to fully approved projects the Programme also includes earmarked schemes which have been added to the programme but not specifically allocated yet, for example contingency budgets.
- 5.3 The Council's Capital Programme for 2023/24 to 2025/26 contains £116.321m of schemes, of which £111.493m are fully approved and £4.828m are earmarked. A major risk facing the programme is the ongoing inflationary and supply pressures in the construction sector, which limits the affordability of projects. This is worsened where projects are delayed into future years which means the effects of inflation are further magnified.
- 5.4 Table 12 overleaf shows the full Capital Programme by Service area.

**Table 12 – Capital Programme 2023/24 – 2025/26**

	2023/2 4	2024/2 5	2025/2 6	Earma rked	Total
	£m	£m	£m	£m	£m
<b>Place: Property, Development and Planning</b>					
Development & Investment	8.718	34.702	8.007	1.542	49.680
Corporate Landlord	0.993	-	-	-	0.993
Vision Tameside	0.073	-	-	-	0.073
Active Tameside	0.102	-	-	-	0.102
<b>Place: Operations and Neighbourhoods</b>					
Engineers, Highways & Traffic Management	8.046	1.195	-	-	9.241
Operations & Greenspace	1.176	0.200	-	-	1.376
Waste & Fleet Management	-	0.826	-	-	0.826
Estates	0.057	-	-	0.046	0.103
Community Safety and Homelessness	0.328	-	-	-	0.328
Management & Operations	0.250	0.478	-	-	0.728
<b>Children</b>					
School Related Works	26.567	8.476	-	-	35.043
Children's Social Care Safeguarding & Quality Assurance	1.234	2.612	-	-	3.846
<b>Adults Social Care</b>					
Commissioning & Homes for All	3.933	6.757	0.020	-	10.710
<b>Governance</b>					
Governance	0.032	-	-	0.440	0.472
<b>Total (excl. Contingency)</b>	<b>51.509</b>	<b>51.957</b>	<b>8.027</b>	<b>2.028</b>	<b>113.521</b>
Contingency	-	-	-	2.800	2.800
<b>Total</b>	<b>51.509</b>	<b>51.957</b>	<b>8.027</b>	<b>4.828</b>	<b>116.321</b>

The total approved budget for 2023/24 is £51.509, as outlined in Table 13 overleaf.



**Table 13 – Capital Expenditure by Service Area**

	2023/24 Budget	Actual to Date	Projected Outturn	Projected Outturn Variation	Reprofiling (to) / from future years	Projected Variation after reprofiling
	£m	£m	£m	£m	£m	£m
<b>Place: Property, Development and Planning</b>						
Development & Investment	8.718	3.004	4.962	(3.756)	(3.735)	(0.021)
Corporate Landlord	0.993	0.228	0.668	(0.325)	(0.277)	(0.048)
Vision Tameside	0.073	-	0.073	-	-	-
Active Tameside	0.102	0.103	0.103	0.001	-	0.001
<b>Place: Operations and Neighbourhoods</b>						
Engineers	8.046	3.045	4.442	(3.604)	(2.320)	(1.284)
Ops & Greenspace	1.176	0.411	0.819	(0.357)	(0.393)	0.036
Fleet Replacement	0.000	-	-	-	-	-
Estates	0.057	0.088	0.103	0.046	-	0.046
Community Safety & Homelessness	0.328	-	-	(0.328)	(0.328)	-
Management & Ops	0.250	0.073	0.250	-	-	-
<b>Children</b>						
Education	26.567	19.166	24.577	(1.990)	(3.433)	1.443
Children's Social Care	1.234	0.222	0.365	(0.869)	(0.869)	-
<b>Resources</b>						
Digital Tameside	-	-	-	-	-	-
<b>Adults Social Care</b>						
Adults	3.933	1.895	3.524	(0.409)	(0.409)	-
<b>Governance</b>						
Governance	0.032	0.030	0.030	(0.002)	-	(0.002)
<b>Total</b>	<b>51.509</b>	<b>28.265</b>	<b>39.916</b>	<b>(11.593)</b>	<b>(11.764)</b>	<b>0.171</b>

5.5 Services are projecting expenditure of £11.593m less than the current capital budget for the year. Reprofiling of £11.764m has been requested.

**Budget reprofiling of projects**

5.6 Total reprofiling of £11.764m is requested at month 10, as illustrated in table 13. Detailed narratives around the variations are provided within the separate report for Capital Monitoring and the associated highlight reports.

**Full Scheme Variations**

5.7 Along with the in-year variations above there are a number of schemes forecasting lifetime variations as follows:

**Education**

5.8 **Devolved Schools Capital - £1.446m** - Schools undertake their own capital projects which

they fund from revenue (as a revenue contribution to capital). At present £0.559m of requests for revenue funded projects have been submitted which need to be added to the Capital Programme. A new funding stream for schools, Connect the Classroom, has been introduced to improve internet speed in schools. To date, Tameside maintained schools have bid and been granted £0.880m to upgrade their networks in 2023/24. This needs to be added to the Capital Programme.

### Engineers

- 5.9 **Highways Maintenance – (£1.262m)** - £1.262m of Highway Maintenance Grant is to be reallocated to support the cost pressures on the Highways Reactive Maintenance revenue budget, as allowable under the grant conditions. Cost pressures are driven by significant increases in material prices and a general deterioration in the highway network.

### Capital Financing

- 5.10 The Council has limited resources available to fund Capital Expenditure. On 29 September 2021, Executive Cabinet approved the allocation of the remaining capital reserves to immediate priorities. No further capital projects will be approved in the short term unless the schemes are fully funded from external sources. Any additional priority schemes that are put forward for consideration and that are not fully grant funded will need to be evaluated, costed and subject to separate Member approval. There will be a revenue cost for any new capital schemes that are not fully funded from alternative sources and the implications of this will need to be carefully considered, given the on-going pressures on the revenue budget.
- 5.11 A number of schemes identified as priority for future investment include revenue generation or invest to save elements, where borrowing may be appropriate to facilitate investment. Borrowing to fund Capital Investment has revenue consequences as budget is required to fund interest and repayment of loans, and therefore any such schemes will need to be subject to full business cases. The Council will need a sustainable financial plan for the revenue budget before borrowing commitments are agreed.

**Table 14: Financing of the Full Capital Programme**

Funding Source	Approved Schemes			Earmarked Schemes	Total
	2023/24	Future Years	Total		
	£m	£m	£m	£m	£m
<b>Grants &amp; Contributions</b>	45.431	52.800	<b>98.231</b>	-	<b>98.231</b>
<b>Revenue Contributions</b>	0.492	0.157	<b>0.649</b>	-	<b>0.649</b>
<b>Prudential Borrowing</b>	0.031	2.415	<b>2.446</b>	-	<b>2.446</b>
<b>Receipts &amp; Reserves</b>	5.555	4.612	<b>10.167</b>	4.828	<b>14.995</b>
<b>Total</b>	<b>51.509</b>	<b>59.984</b>	<b>111.493</b>	<b>4.828</b>	<b>116.321</b>

### Capital Reserves and Receipts

- 5.12 Capital reserves of £1.511m are available, of this £1.489m related to reserves held for specific schemes, Godley Green Garden Village and Stalybridge Heritage Action Zone. The remaining £0.022m is held in a general capital reserve.

**Table 15 Capital Reserves**

	Available Capital Reserves
	£000
Specific Capital Reserves	1,489
General Capital Reserve	22
<b>Total Capital Reserves</b>	<b>1,511</b>

- 5.13 The low level of capital reserves is in part consequence of the low level of capital receipts

available in prior years. In the current year, capital receipts total £2.051m.

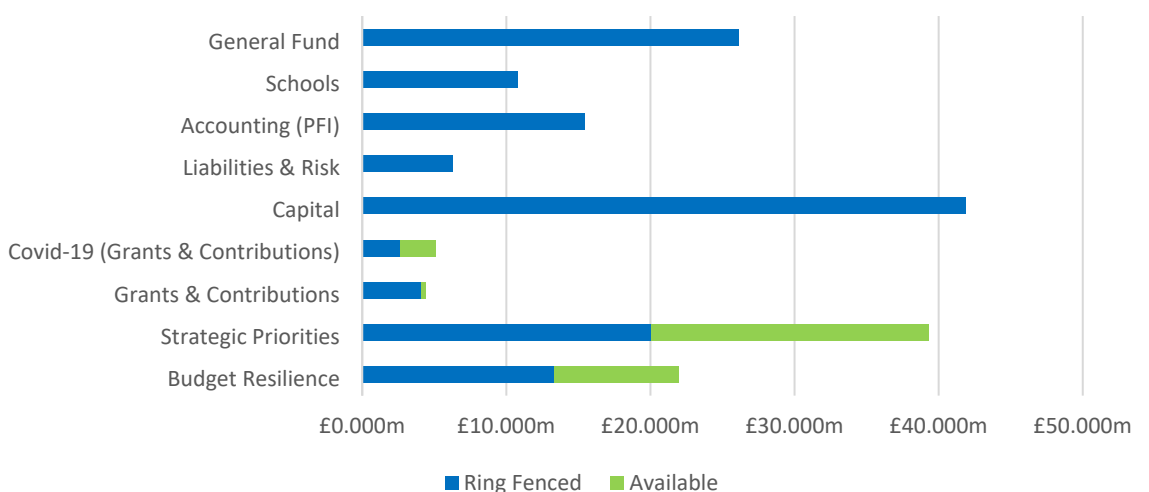
- 5.14 Approved and earmarked schemes already in the capital programme for future years are reliant on £14.995m of capital receipts and reserves and therefore securing capital receipts will be vital to ensure the programme can be funded. Careful monitoring of progress in realising capital receipts must be undertaken to ensure that there is timely and pro-active disposal of assets and that the actual receipts are in line with projections.
- 5.15 The latest disposal programme forecasts £22.385m of receipts from 2023/24 to 2025/26. Disposals have been RAG rated to identify the level of risk associated with the realisation of the capital receipt. Of the total anticipated capital receipts in 2023/24, £1.796m have completed, none are rated as 'green', £2.278m are rated as 'amber' with conditions to be satisfied, and none are rated as 'red' with significant uncertainty over delivery. There is a further £5.431m of projected capital receipts in 2024/25 and £12.880m in 2025/26. Of the full three-year disposal programme, £17.151m is rated amber and £3.438m is rated red.
- 5.16 The failure to deliver these receipts would have an adverse effect on the delivery of the capital programme, meaning either schemes would have to be delayed or alternative financing, such as borrowing, would have to be sought. Borrowing incurs both interest and minimum revenue position (MRP) charges which would be additional revenue costs to the Council. Although there are currently schemes on the programme to be funded by borrowing (see table 14), these are mostly in 2024/25 and it is not anticipated that any new borrowing will be taken up in year.

## **7. EARMARKED RESERVES**

- 7.1 The value and categories of earmarked reserves as at 1 April 2023 are summarised below in Graph 7. Whilst the overall level of earmarked reserves held by the Council remains strong, most of these earmarked reserves are committed, with only £30.843m not committed outside of the general fund balance of £26.094m. No uncommitted reserves have been used in this year to date, however, as mentioned earlier in this paper, drawdown of unallocated reserves may be required should expenditure in year continue to exceed budget.
- 7.2 Reserves balances excluding the General Fund balance and schools-related reserves are £132m. Reserves balances including the General Fund balance and schools-related reserves total £171m.

### **Graph 7: Earmarked reserves balances**

**Total Earmarked Funds at 1 April 2023 £171.316m, General Fund £26.094m, Ring Fenced £114.379m and Available £30.843m**



## 8 TREASURY MANAGEMENT

- 8.1 Treasury Management is a critical activity to ensure Value for Money in the use of public funds. It is concerned with safely managing the working capital of an organisation, managing its cash flows, investments, money markets and banking.
- 8.2 The Council has substantial levels of both investments and borrowing, and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk remains central to the Council's treasury management strategy.
- 8.3 On 31 January 2024, the Council had investments of £120.200m and borrowing of £139.269m. The position and change over the year is shown in table 16 below:

**Table 16: Treasury Management Summary**

	31.3.23 Balance £m	Movement £m	31.1.24 Balance £m
Long-term borrowing			
- PWLB	99.227	(0.202)	99.025
- Market Loans	40.000	-	40.000
- Other	0.244	-	0.244
<b>Total borrowing</b>	<b>139.471</b>	<b>(0.202)</b>	<b>139.269</b>
Long-term investments	-	-	-
Short-term investments	100.700	(95.700)	5.000
Cash and cash equivalents	23.910	91.290	115.200
<b>Total investments</b>	<b>124.610</b>	<b>(4.410)</b>	<b>120.200</b>
<b>Net Borrowing</b>	<b>14.861</b>		<b>19.069</b>

- 8.4 The borrowing position has remained consistent as the majority of the Council's loans are maturity loans with long durations. As is illustrated in the Prudential Indicators (Appendix 17) 93% of these loans do not mature for at least ten years. Further to this no additional borrowing has been taken up in year to date and none is planned for the remainder of the year due to the

current high interest rate environment and the Council's already strong cash position. Any loans taken up would incur a cost of carry due to the interest rates on borrowing being higher than those available for investment. Further borrowing, and the resultant increase in cash balances, would also have the adverse effect of increasing the Council's exposure to credit risk.

- 8.5 Investment balances have decreased over the year to date by £4.410m. This is largely as a result of the timing differences between the receipts of grants versus subsequent expenditure, as many grants are received earlier in the year whilst expenditure is spread more evenly.
- 8.6 The performance of the Council's current investments is outlined in Table 17, below:

**Table 17: Treasury Investment Position**

	<b>31.3.23 Balance £m</b>	<b>Net Movement £m</b>	<b>31.01.24 Balance £m</b>	<b>31.01.24 Weighted Average Return %</b>	<b>31.01.24 Weighted Average Maturity Days</b>
Local Authorities	70.700	(70.700)	-	-	-
Banks (Fixed Deposits)	30.000	(25.000)	5.000	5.21	19
Money Market Funds & Instant Access	23.910	91.290	115.200	5.31	n/a
<b>Total Investments</b>	<b>124.610</b>	<b>(4.410)</b>	<b>120.200</b>		

- 8.7 Both the CIPFA Code and government guidance require the Council to invest its funds prudently, and to have regard to the security and liquidity of its treasury investments before seeking the optimum rate of return, or yield. The Council's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.
- 8.8 The Bank of England base rate has increased by 1%, from 4.25% at the beginning of April to 5.25% by the end of September, where it has remained since. The Council no longer has any deposits from the extended period of lower rates, all have been replaced on maturity with short term and instant access deposits at higher rates.
- 8.9 The Council's advisors, Arlingclose, are recommending only shorter duration deposits when using banks, and an increasing number of local authorities have issued Section 114 notices or suggested they are in danger of having to do so. Against this backdrop there has been a move towards using more Money Market Funds (MMFs) which are highly secure and offer daily liquidity. The Council will still look to place fixed deposits when satisfied with both the level of security and return.

#### **Prudential Indicators**

- 8.10 As required by the 2021 CIPFA Treasury Management Code, the Council monitors and measures a number of prudential indicators. These are included in Appendix 17.

### **9. RECOMMENDATIONS**

- 8.11 As stated on the front cover of the report.

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## APPENDIX 5

### 1 CAPITAL PROGRAMME

- 1.1 This is the third detailed capital monitoring report for 2023/24, summarising the forecast outturn position at 31 March 2024. As was introduced in the month 6 report it, includes a number of appendices (**Appendices 6 – 16**), which provide updates on the status of every scheme in each service area. This new combined report replaces the previous separate service area updates and will be presented to Strategic Planning and Capital Monitoring Panel in March.
- 1.2 The detail of this monitoring report is focused on the budget and forecast expenditure for fully approved projects in the 2023/24 financial year. In addition to fully approved projects the Programme also includes earmarked schemes, which have been added to the programme but not specifically allocated yet, for example contingency budgets.
- 1.3 The Council's Capital Programme for 2023/24 to 2025/26 contains £116.321m of schemes, of which £111.493m are fully approved and £4.828m are earmarked. A major risk facing the programme is the ongoing inflationary and supply pressures in the construction sector, which limits the affordability of projects. This is worsened where projects are delayed into future years which means the effects of inflation are further magnified.
- 1.4 Table 1 below shows the full Capital Programme by Service area.

**Table 1 – Capital Programme 2023/24 – 2025/26**

	2023/24	2024/25	2025/26	Earmarked	Total
	£m	£m	£m	£m	£m
<b>Place: Property, Development and Planning</b>					
Development & Investment	8.718	34.702	8.007	1.542	49.680
Corporate Landlord	0.993	-	-	-	0.993
Vision Tameside	0.073	-	-	-	0.073
Active Tameside	0.102	-	-	-	0.102
<b>Place: Operations and Neighbourhoods</b>					
Engineers, Highways & Traffic Management	8.046	1.195	-	-	9.241
Operations & Greenspace	1.176	0.200	-	-	1.376
Waste & Fleet Management	-	0.826	-	-	0.826
Estates	0.057	-	-	0.046	0.103
Community Safety and Homelessness	0.328	-	-	-	0.328
Management & Operations	0.250	0.478	-	-	0.728
<b>Children</b>					
School Related Works	26.567	8.476	-	-	35.043
Children's Social Care Safeguarding & Quality Assurance	1.234	2.612	-	-	3.846
<b>Adults Social Care</b>					
Commissioning & Homes for All	3.933	6.757	0.020	-	10.710
<b>Governance</b>					
Governance	0.032	-	-	0.440	0.472
<b>Total (excl. Contingency)</b>	<b>51.509</b>	<b>51.957</b>	<b>8.027</b>	<b>2.028</b>	<b>113.521</b>
Contingency	-	-	-	2.800	2.800
<b>Total</b>	<b>51.509</b>	<b>51.957</b>	<b>8.027</b>	<b>4.828</b>	<b>116.321</b>

- 1.5 This Programme reflects the reprofiling previously requested in the Period 6 Capital update

(£1.024m) along with other approved changes requested in the individual service area reports. A full breakdown of the changes is in the below table:



**Table 2 – Changes to the Capital Programme**

	2023/24	2024/25	2025/26	Earmarked	Total
	£m	£m	£m	£m	£m
<b>Reprofiling</b>					
<b>Education</b>					
St Anne's Denton	(0.410)	0.410	-	-	-
Hawthorn's Primary	4.833	(4.833)	-	-	-
Primary School Minor Changes	(0.077)	0.077	-	-	-
St Thomas More	(0.120)	0.120	-	-	-
Rayner Stephens	(0.616)	0.616	-	-	-
<b>Development &amp; Investment</b>					
Levelling Up - Ashton	(1.000)	1.000	-	-	-
UKSPF Development & Investment	(0.110)	0.110	-	-	-
<b>Operations &amp; Greenspace</b>					
Other Minor Variations	(0.084)	0.084	-	-	-
<b>Management &amp; Operations</b>					
Cemeteries & Crematoria	(0.478)	0.478	-	-	-
<b>Engineers</b>					
Other Highways and Town Capital	(0.564)	0.564	-	-	-
<b>Children's Social Care</b>					
Minor Variations	(0.088)	0.088	-	-	-
<b>Adult Services</b>					
Minor Variations	(0.262)	0.262	-	-	-
<b>Total Reprofiling (P6)</b>	<b>1.024</b>	<b>(1.024)</b>	-	-	-
<b>Other Changes</b>					
<b>Education</b>					
Primary Schools	0.451	(0.023)	-	-	0.428
Secondary Schools	0.109	-	-	-	0.109
Unallocated Basic Need	-	0.770	-	-	0.770
Unallocated School Condition Grant	(0.370)	-	-	-	(0.370)
Unallocated High Need Provision	-	(0.109)	-	-	(0.109)
Devolved Schools Capital	0.449	-	-	-	0.449
<b>Operations &amp; Greenspace</b>					
St Peter's Ward - S106	0.040	-	-	-	0.040
Cheetham Park - S106	0.023	-	-	-	0.023
Homeless Families	0.328	-	-	-	0.328
<b>Engineers</b>					
Street Lighting	0.195	-	-	-	0.195
Bridges, Structures & Inspections	0.586	-	-	-	0.586
Other Highways and Town Capital	0.775	0.631	-	-	1.406
Flood Prevention and Resilience	0.060	-	-	-	0.060
Principal Highways and Town Capital	1.805	-	-	-	1.805
Walking and Cycling Schemes	0.363	-	-	-	0.363

<b>Estates</b>					
Mottram Showground	0.490	-	-	(0.049)	-
<b>Development &amp; Investment</b>					
Godley Green Garden Village	(3.976)	(5.304)	-	-	(9.280)
UKSPF Development & Investment	0.010	0.905	-	-	0.915
Stalybridge HAZ	(0.230)	-	-	-	(0.230)
<b>Total Other Changes</b>	<b>0.667</b>	<b>(3.130)</b>	<b>-</b>	<b>(0.049)</b>	<b>(2.512)</b>
<b>Total Changes</b>	<b>1.691</b>	<b>(4.154)</b>	<b>-</b>	<b>(0.049)</b>	<b>(2.512)</b>
<b>P6 Programme</b>	<b>49.818</b>	<b>56.111</b>	<b>8.027</b>	<b>4.877</b>	<b>118.833</b>
<b>P10 Programme</b>	<b>51.509</b>	<b>51.957</b>	<b>8.027</b>	<b>4.828</b>	<b>116.321</b>

The total approved budget for 2023/24 is £51.509m, as outlined in Table 3 below.

**Table 3 – Capital Expenditure by Service Area**

	<b>2023/24 Budget</b>	<b>Actual to Date</b>	<b>Projected Outturn</b>	<b>Projected Outturn Variation</b>	<b>Reprofiling (to) / from future years</b>	<b>Projected Variation after reprofiling</b>
	£m	£m	£m	£m	£m	£m
<b>Place: Property, Development and Planning</b>						
Development & Investment	8.718	3.004	4.962	(3.756)	(3.735)	(0.021)
Corporate Landlord	0.993	0.228	0.668	(0.325)	(0.277)	(0.048)
Vision Tameside	0.073	-	0.073	-	-	-
Active Tameside	0.102	0.103	0.103	0.001	-	0.001
<b>Place: Operations and Neighbourhoods</b>						
Engineers	8.046	3.045	4.442	(3.604)	(2.320)	(1.284)
Ops & Greenspace	1.176	0.411	0.819	(0.357)	(0.393)	0.036
Fleet Replacement	0.000	-	-	-	-	-
Estates	0.057	0.088	0.103	0.046	-	0.046
Community Safety & Homelessness	0.328	-	-	(0.328)	(0.328)	-
Management & Ops	0.250	0.073	0.250	-	-	-
<b>Children</b>						
Education	26.567	19.166	24.577	(1.990)	(3.433)	1.443
Children's Social Care	1.234	0.222	0.365	(0.869)	(0.869)	-
<b>Resources</b>						
Digital Tameside	-	-	-	-	-	-

<b>Adults Social Care</b>						
Adults	3.933	1.895	3.524	(0.409)	(0.409)	-
<b>Governance</b>						
Governance	0.032	0.030	0.030	(0.002)	-	(0.002)
<b>Total</b>	<b>51.509</b>	<b>28.265</b>	<b>39.916</b>	<b>(11.593)</b>	<b>(11.764)</b>	<b>0.171</b>

1.6 Services are projecting expenditure of £11.593m less than the current capital budget for the year. Re-profiling of £11.764m has been requested.

**Budget reprofiling of projects**

1.7 Total reprofiling of £11.764m is requested at month 10, as illustrated in table 3. More detailed narratives around the variations are provided below.

**Development & Investment**

1.8 **Ashton LUF – (£1.514m)** - Works to Ashton Town Hall have been paused following completion of the intrusive survey works and the associated updates to the cost plan for the full scope of external restoration and roof replacement. A revised programme of works is currently being prepared for approval with delivery to start from April 2024. Additional time allowed for consultation and engagement on the Market Square public realm works, which will now start on site in Spring 2024 with procurement of contractors and materials underway. Acquisition of the former bus station site from Transport for Greater Manchester (TfGM) is later than originally programmed, this remains under discussion between the Council and TfGM.

1.9 **Stalybridge Regeneration – (£1.700m)** - There are delays with the scheme due to additional time allowed for preparation of public realm strategy to inform the next phase of capital public realm works in the Town Centre, which will now commence from Summer 2024 onwards. Additional time has allowed for re-scoping of the programme of works to the Astley Cheetham Art Gallery and Library with updated survey works underway and of a revised programme of works being prepared for approval.

1.10 **Godley Green Garden Village – (£0.439m)** - The £0.439m to be re-profiled into 24/25 is budget that has not been utilised for land options as previously anticipated. The budget will be repurposed to support other post planning consent work streams including finalising negotiations of the S106 Agreement, further work on the options available to the Council for the comprehensive delivery of the Godley Green site. These will be subject to further Board Reports.

1.11 **Minor Variations – (£0.082m)**

**Corporate Landlord**

1.12 **Statutory Compliance – (£0.277m)** - £0.277m will be re-profiled into 24/25 financial year due to the team being unable to deliver a large number of jobs due to a reduced capacity on the team. There is also a delay on whether certain costs can be capitalised or if costs should be paid from in revenue.

**Engineers**

1.13 **MCF Walking, Cycling & Other – (£0.934m)** – This variation is made up of the following:

- **MCF Crown Point - (£0.595m)** - Works are due to commence in the upcoming months to produce revised proposals for this scheme, to take into account a reduction in the budget available from TfGM therefore the budget will need to be re-profiled into 24/25.
- **Active Neighbourhoods - (£0.061m)** - Following the submission and subsequent feedback from TfGM a final Business Case submission is due to be made in January

2024 for two proposed Bee Network schemes at Rayner Lane, Droylsden / Audenshaw and Stamford Drive Stalybridge to Granville Street Ashton-under-Lyne.

- **AFT Travel Fund - (£0.278m)** - Works to deliver the cycle lane upgrade scheme at Stockport Road, Ashton-under-Lyne, is substantially complete. Works to upgrade cycle lanes at Guide Lane Audenshaw and Oldham Road/Newman Street, Ashton-under-Lyne have commenced and are on programme. It is proposed to carry forward £0.278m into 2024/25 for the completion of the construction works.

#### 1.14 **Bridges, Structures & Inspections – (£0.908m)** – Total reprofiling is as follows:

- **Bridge Scour Protection - (£0.155m)** - The tender process for these works is ongoing. It is anticipated that following appointment of a contractor, works will commence on site April 2024.
- **Bridge Parapet Refurbishment Scheme - (£0.112m)** - This relates to the works to refurbish Victoria Bridge, Trinity Street, Stalybridge. Works have been delayed due to conflict with Network Rail electrification works and related traffic diversions. Works are anticipated to start May 2024 following completion of Network Rail works.
- **Manchester Road Retaining Wall Mossley - (£0.106m)** - This scheme is for strengthening works to a retaining wall on Manchester Road, Mossley. Discussions are ongoing with Network Rail with regards to liability and agreement on apportionment of costs. The scheme has been delayed until a resolution of the above has been reached with Network Rail.
- **Victoria St Embankment Hyde - (£0.150m)** - This scheme is for stabilisation works to the highway embankment at Victoria Street Hyde. Appraisal of preliminary design options is underway. Procurement of consultancy services for detailed design and cost estimates is to follow following the options appraisal process. The current estimate for the works is circa £0.750m. It will be necessary to carry forward £0.150 to complete the detailed design and to build up a fund to cover the anticipated cost of the works.
- **Other Minor Variations – (£0.385m)**

#### 1.15 **Other Highways & Town Capital – (£0.478m)** – Total reprofiling is as follows

- **Highway and Traffic Control- Former Robertson’s Jam Site – (£0.313m)** - These works are funded by S106 developer contributions for the former Robertson’s Jam site. Various measures, as defined in the S106 agreement, to mitigate the impact of the development are currently being designed and implemented. The balance of the developer contribution needs to be spent by June 2026. As some mitigation measures have yet to be implemented, it is necessary to carry forward £0.313m into 2024/25.
- **Other Minor Variations – (£0.165m)**

#### **Operations and Greenspace**

- 1.16 **Knott Hill and Hartshead Pike – (£0.175m)** - The delays in spending this funding are due to having to carry out additional site visits to re-evaluate this work in order to deliver the project within budget. As this has taken additional time and it is winter it would not be appropriate to start work as the movement of vehicles and plant would cause additional damage in the wet weather. Therefore the work will take place in Spring 2024 to ensure minimum damage to the site and disruption to residents.

#### 1.17 **Other Minor Variations – (£0.168m)**

#### **Community Safety and Homelessness**

- 1.18 **Homeless Families Leasing Scheme – (£0.328m)** - Executive Cabinet resolved to support the Homeless families leasing scheme in November 2023. However, due to the delays in getting the project up and running the budget for this service will need to be re-profiled in its entirety into 2024/25.

## **Education**

### **Primary Schools**

- 1.19 **Oakdale – (£0.240m)** - The Fire Stopping work is yet to be tendered so the work for this part of the project has not yet started. Therefore, £0.240m is to be re-phased as the work will be undertaken in 2024/25.
- 1.20 **Corrie Primary – (£0.298m)** - Works have commenced on the roof replacement and are due to be completed in April. Therefore, £0.298m is to be re-phased into 2024/25.
- 1.21 **Other Minor Variations – (£0.050m)**

### **Secondary Schools**

- 1.22 **Rayner Stephens – (£0.356m)** - A revised scheme of works is being developed as the cost of previous plans exceeded the budget available. As a result, there is likely to be a delay in the expenditure occurring and therefore, budget should be re-phased to 2024/25.
- 1.23 **Alder Community High – (£0.519m)** - There is a delay with completing the legal requirements for the scheme to allow work to start on site. The legal delay is due to circumstances outside of the Council's control. The Project Team are continuing to work on elements of the project which will minimise the risk of delays on site once the legal requirements are complete. Therefore, budget of £0.519m is to be re-phased to 2024/25.
- 1.24 **Longdendale High – (£0.650m)** - The school have been through the planning process and the planners require additional drainage for the development. The building project company the Trust are using are indicating that costs are likely to increase. Further governance is required to request the additional funding. Tenders are due to be returned mid March and therefore, budget should be re-phased to 2024/25.
- 1.25 **All Saints High School – (£0.682m)** - The final phase of works is still being finalised by the school and therefore, budget should be re-phased to 2024/25.
- 1.26 **Devolved Schools Capital – (£0.507m)** - Schools undertake their own capital projects funded through Devolved Formula Capital (DFC) to maintain their buildings and fund small-scale capital projects. An exercise with schools has been completed to establish commitments against this funding and as a result £0.507m is to be re-phased into 2024/25.
- 1.27 **Other Minor Variations – (£0.129m)**

### **Children's Social Care**

- 1.28 **Respite Unit (Boyd's Walk) – (£0.367m)** - The design of the new Children's Respite Unit, to replace the unit situated on Boyds Walk in Dukinfield is progressing and is currently at stage 3. The planning pre-application process has been concluded. The design of the centre has included a period of value engineering which has slowed progress. This slowdown has resulted in the need to slip unspent budget from 2023/24 to 2024/5.
- 1.29 **New Children's Home (Boyd's Walk) – (£0.502m)** - The design of the new Children's Home to replace Boyd's Walk in Dukinfield is progressing and is currently at stage 3. The planning pre-application process has been concluded. The design of the centre has included a period of value engineering which has slowed progress. This slowdown has resulted in the need to slip unspent budget from 2023/24 to 2024/5.

### **Adults**

- 1.30 **Accommodation – Grosvenor St / Police Station – (£0.155m)** - Payments to Great Places for the adaptations will still take place, however the £0.155m payment for Grosvenor Street will now take place in June 2024.

1.31 **Extra Care Assistive Technology - £0.113m** - This variation is a combination of a £0.080m bulk purchase of CRS at-home alarms for future installations, and a £0.030 replacement of hardware at Beaumont House which was not previously accounted for. This total project budget is sufficient to account for this additional spend.

1.32 **Other Minor Variations – (£0.367m)**

**Full Scheme Variations**

1.33 Along with the in-year variations above there are a number of schemes forecasting lifetime variations as follows:

**Education**

1.34 **Devolved Schools Capital - £1.446m** - Schools undertake their own capital projects which they fund from revenue (as a revenue contribution to capital). At present £0.559m of requests for revenue funded projects have been submitted which need to be added to the Capital Programme. A new funding stream for schools, Connect the Classroom, has been introduced to improve internet speed in schools. To date, Tameside maintained schools have bid and been granted £0.880m to upgrade their networks in 2023/24. This needs to be added to the Capital Programme.

**Engineers**

1.35 **Highways Maintenance – (£1.262m)** - £1.262m of Highway Maintenance Grant is to be reallocated to support the cost pressures on the Highways Reactive Maintenance revenue budget, as allowable under the grant conditions. Cost pressures are driven by significant increases in material prices and a general deterioration in the highway network.

**Capital Financing**

1.36 The Council has limited resources available to fund Capital Expenditure. On 29 September 2021, Executive Cabinet approved the allocation of the remaining capital reserves to immediate priorities. No further capital projects will be approved in the short term unless the schemes are fully funded from external sources. Any additional priority schemes that are put forward for consideration and that are not fully grant funded will need to be evaluated, costed and subject to separate Member approval. There will be a revenue cost for any new capital schemes that are not fully funded from alternative sources and the implications of this will need to be carefully considered, given the on-going pressures on the revenue budget.

1.37 A number of schemes identified as priority for future investment include revenue generation or invest to save elements, where borrowing may be appropriate to facilitate investment. Borrowing to fund Capital Investment has revenue consequences as budget is required to fund interest and repayment of loans, and therefore any such schemes will need to be subject to full business cases. The Council will need a sustainable financial plan for the revenue budget before borrowing commitments are agreed.

**Table 4: Financing of the Full Capital Programme**

Funding Source	Approved Schemes			Earmarked Schemes	Total
	2023/24	Future Years	Total		
	£m	£m	£m	£m	£m
<b>Grants &amp; Contributions</b>	45.431	52.800	<b>98.231</b>	-	<b>98.231</b>
<b>Revenue Contributions</b>	0.492	0.157	<b>0.649</b>	-	<b>0.649</b>
<b>Prudential Borrowing</b>	0.031	2.415	<b>2.446</b>	-	<b>2.446</b>
<b>Receipts &amp; Reserves</b>	5.555	4.612	<b>10.167</b>	4.828	<b>14.995</b>
<b>Total</b>	<b>51.509</b>	<b>59.984</b>	<b>111.493</b>	<b>4.828</b>	<b>116.321</b>

### Capital Reserves and Receipts

- 1.38 Capital reserves of £1.511m are available, of this £1.489m related to reserves held for specific schemes, Godley Green Garden Village and Stalybridge Heritage Action Zone. The remaining £0.022m is held in a general capital reserve.

**Table 5: Capital Reserves**

	Available Capital Reserves
	£m
Specific Capital Reserves	1.489
General Capital Reserve	0.022
<b>Total Capital Reserves</b>	<b>1.511</b>

- 1.39 The low level of capital reserves is in part consequence of the low level of capital receipts available in prior years. The value of receipts used to finance capital expenditure in the past three years is outlined in the table below:

**Table 6: Capital Receipts**

	Capital Receipts
Year	£m
2023/24 (to date)	2.051
2022/23	0.401
2021/22	0.476
2020/21	0.055
<b>Total Capital Receipts</b>	<b>2.983</b>

- 1.40 Approved and earmarked schemes already in the capital programme for future years are reliant on £14.995m of capital receipts and reserves and therefore securing capital receipts will be vital to ensure the programme can be funded. Careful monitoring of progress in realising capital receipts must be undertaken to ensure that there is timely and pro-active disposal of assets and that the actual receipts are in line with projections.
- 1.41 The latest disposal programme forecasts £22.385m of receipts from 2023/24 to 2025/26. Disposals have been RAG rated to identify the level of risk associated with the realisation of the capital receipt. Of the total anticipated capital receipts in 2023/24, £1.796m has completed, none is rated as 'green', £2.278m is rated as 'amber' with conditions to be satisfied, and none is rated as 'red' with significant uncertainty over delivery. There is a further £5.431m of projected capital receipts in 2024/25 and £12.880m in 2025/26. Of the full three year disposal programme, £17.151m is rated amber and £3.438m is rated red.
- 1.42 The failure to deliver these receipts would have an adverse effect on the delivery of the capital programme, meaning either schemes would have to be delayed or alternative financing, such as borrowing, would have to be sought. Borrowing incurs both interest and minimum revenue position (MRP) charges which would be additional revenue costs to the Council. Although there are currently schemes on the programme to be funded by borrowing (see table 4), it is not anticipated that any new borrowing will be taken up in year.

### Change Requests

- 1.43 There are a number of requests for changes to scheme budgets outlined in Table 7, below. Further detail on these is provided in the relevant appendices.

**Table 7: Change Requests**

Service	Scheme	Requested Change £m
Estates	Mottram Showground	0.046
Development and Investment	Swimming Pool Support Fund Phase II	0.166
Development and Investment	Ashton Old Baths	(0.011)
Development and Investment	Droylsden Library Relocation	(0.011)
Corporate Landlord	Decarbonisation of the Public Estate Phase 3	(0.047)
Corporate Landlord	Demolition of former Active Tameside sites – Ashton Swimming Pool and Longdendale Recreation Centre	2.000
Engineers	Principal/General Bridge Inspections	(0.112)
Engineers	Flood Protection	0.112
Engineers	Highway Maintenance	0.368
Ops & Greenspace	S106 Land at Broadway Hyde	0.016
Ops & Greenspace	S106 Former site of St Anne's Nursery Audenshaw	0.053
Waste & Fleet Management	Community Response Vehicles	0.150
Adults	Community Support living well at home	0.025
Adults	Occupational therapy project	0.962
Adults	Unallocated Adults Capital Grants	(1.137)
Education	Milton St Johns	0.002
Education	Asbestos Surveys	(0.041)
Education	Unallocated School Condition Funding	0.086
Education	Devolved Formula Capital Projects	0.008
Education	Direct Revenue Funded Projects	0.559
Education	Connect the Classroom Projects	0.880
Education	Childcare Expansion Grant	0.552
Education	Musical Instruments Purchases Grant	0.119
Education	Longdendale High School	0.313
		<b>5.058</b>

1.31 Further details of all schemes and change requests are found in Appendices 6-16.

1.32 **Former Active Tameside sites – Ashton and Longdendale;**

The Executive Cabinet report of October 2023 sought approval to declare both sites surplus to Council requirements in accordance with the Council's disposal policy, and to seek approval to demolish both existing buildings. It was highlighted in the financial implications that the Council does not have revenue or capital funding in place to fund the proposed demolition work. Following receipt of external grants which can be used to fund a number of other Council priorities, it is proposed that corporate funding of £2.000m is made available to allow the work to progress. Once demolition is complete, a revaluation of both sites should



be requested from the Valuation Office Agency to ensure the Council does not incur any Business Rates.

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## APPENDIX 6

### Place: Property, Development and Planning

#### Development & Investment – Current Capital Programme

Capital Scheme	2023/24 Budget £m	2023/24 Actual to Date £m	2023/24 Projected Outturn £m	2023/24 Projected Outturn Variation £m	Reprofiling Requested £m	Projected Variation After Reprofiling £m
Ashton Town Hall	0.109	0.018	0.109	-	-	-
Stalybridge HAZ	1.808	1.137	1.808	-	-	-
Ladysmith Cricket Club	0.040	-	0.040	-	-	-
Droylsden Library Relocation - Capital	0.011	-	-	(0.011)	-	(0.011)
Godley Garden Village – Capital	0.907	0.398	0.468	(0.439)	(0.439)	-
Hattersley Station Passenger Facilities	0.048	0.048	0.048	-	-	-
Public Realm (Ashton)	0.500	0.240	0.500	-	-	-
Levelling Up Fund - Ashton	3.014	0.852	1.500	(1.514)	(1.514)	-
Capital Regeneration Project - Stalybridge	1.900	0.067	0.200	(1.700)	(1.700)	-
Ashton Old Baths - Phase 3	0.016	0.005	0.005	(0.011)	-	(0.011)
UKSPF Development & Investment	0.365	0.240	0.282	(0.082)	(0.082)	-
<b>Total</b>	<b>8.718</b>	<b>3.004</b>	<b>4.962</b>	<b>(3.756)</b>	<b>(3.735)</b>	<b>(0.022)</b>

#### Scheme Details

<b>Capital Scheme</b>	Ashton Town Hall – Future Uses Study			<b>RAG Rating</b>
<b>Project Manager</b>	Roger Greenwood			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.109	-	0.109	
<b>2023/24 Budget (£m)</b>				

Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.109	0.018	0.109	-	-
Scheme Overview and Update				
<p>Ashton Town Hall was closed in order to facilitate its physical disconnection from the old Tameside Administration Centre (TAC) as part of the administrative centre's demolition and site clearance. The remaining budget against this Capital Scheme is being utilised to support heritage assessments and feasibility work to support future uses of the building. Additional grant funding, detailed at Capital Scheme Levelling Up Ashton will be utilised by 31 March 2025 to address immediate health and safety issues at Ashton Town Hall; works to the façade, the parapet and the interface with the roof are considered to be the current priority.</p>				
Key Milestones			Planned	Actual
1. Stage 1 Heritage Assessment Completed			Sept 23	Sept 23
2. Works to parapet and façade stone works - Planning			Feb 24	
3. Physical works			Aug 24	

Capital Scheme	Stalybridge HAZ			RAG Rating
Project Manager	Caroline Lindsay			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
1.650	1.808	-	3.458	
2023/24 Budget (£m)				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
1.808	1.137	1.808	-	-
Scheme Overview and Update				
<p><b>Civic Hall</b> - The roof restoration is part funded via the Stalybridge HAZ scheme with the Historic England contribution totalling £0.284m. The total Historic England contribution was drawn down in 2021/22 for the planning and design phase of the works. The build contract will be funded via the remaining Stalybridge HAZ Council match funding and the additional Council funding approved at Executive Cabinet on 28 July 2021, additional funding from UK Shared Prosperity Fund (UKSPF), and additional Capital Regeneration Projects funding awarded by Government in March 2023. Delivery of the Civic Hall roof scheme was approved by Executive Cabinet in April 2023. Works started on site in August 2023 with completion of roof repair works scheduled for May 2024 and the remainder of the works to the building completing by July 2024. Access to the building during the restoration period is strictly limited and the decant of existing occupants of the building to other sites in the Borough was completed in advance of the works commencing. The works to the building are currently progressing as per the agreed programme.</p> <p>There are other elements of funding that relate to the Civic Hall. Within the UKSPF function, there is budget of £0.180m and £0.875m from Stalybridge Regeneration.</p> <p><b>Heritage Walk</b> - Public realm capital works along Market Street commenced in October 2022 and will complete in February 2024. The public realm scheme will deliver improvements to pedestrian routes from the train station along Market Street to the Cultural Quarter, including widening of footways and narrowing of the carriageway to reduce vehicle speeds. The first stage between Melbourne Street and the bus station completed and opened to traffic in November 2023. The final stage between Melbourne Street and Trinity Street will complete by February 2024.</p> <p><b>Shop front grants</b> - Two properties have provided final quotes for improvement works and the delivery mechanisms are now being finalised. A Shop Front Design Guide is being prepared. Work will need to be complete by March 2024.</p>				

<b>Key Milestones</b>	<b>Planned</b>	<b>Actual</b>
1.Civic Hall start on site	Apr 23	Aug 23
2. Civic Hall completion of roof repairs	May 24	
3. Civic Hall completion of all works	July 24	
4. Heritage Walk completion	Feb 24	
5. Shop front grant	Mar 24	

<b>Capital Scheme</b>	Ladysmith Cricket Club			<b>RAG Rating</b>
<b>Project Manager</b>	Roger Greenwood			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.040	-	0.040	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.040	-	0.040	-	-
<b>Scheme Overview and Update</b>				
The provision of practice cricket facilities at Ladysmith Cricket club are currently being designed by the LEP. Following a successful planning application the installation will take place in readiness for the 24/25 cricket season.				
<b>Key Milestones</b>	<b>Planned</b>	<b>Actual</b>		
1. Planning application	Nov 23	Feb 24		
2. Installation of cricket pitches	Apr 24			

<b>Capital Scheme</b>	Godley Garden Village- Capital			<b>RAG Rating</b>
<b>Project Manager</b>	John Hughes			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
4.185	0.907	-	5.092	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.907	0.398	0.468	(0.439)	(0.439)
<b>Scheme Overview and Update</b>				

Godley Green is recognised by Homes England and GMCA as one of the largest and most ambitious programmes of development within the City Region and North West. If a planning consent is secured GGGV has the potential to deliver up to 2,150 new homes to meet the multiple housing requirements of local people. The vision for Godley Green is to create a nationally recognised new community based on Garden Village principles.

The Council's Speakers Panel provided a resolution to grant the outline planning application for Godley Green on 1 November 2023. The outline application was referred to the Secretary of State (SoS) for final approval on 2 November 2023, and responded on 9 November 2023 to confirm that the application will not be called in.

Despite the positive outcome of the speakers panel decision, unfortunately, delays to planning determination process has meant that the Council was in breach of its Housing Infrastructure Funding (HIF) Grant Funding Agreement (GFA) with Homes England.

The Council was not in a position to draw down the full allocation of £10m, prior to the expenditure deadline of March 2024 and, despite best efforts, the project team have been unable to negotiate a further extension to the existing GFA. Homes England & the Council mutually agreed a remediation plan to terminate the GFA.

The Remediation Plan confirmed that £0.720m already drawn down and expended, along with the £0.500m of revenue capacity funding, utilized to support the preparation of the planning application will not be subject to clawback. A remediation plan that will provide the process for termination of the GFA has now been agreed with Homes England. A report to Executive Cabinet in December 2023 approved the entering into of a Deed of Termination Notice.

Key Milestones	Planned	Actual
1. Planning Application Submitted	Sep 21	Nov 22
2. Procurement of Development partner	Feb 22	Jun 22
3. Homes England approval of delivery	Jun 23	

<b>Capital Scheme</b>	Public Realm (Ashton)			<b>RAG Rating</b>
<b>Project Manager</b>	Mike Reed			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.500	4.299	4.799	
<b>2023/24 Budget (£m)</b>				

Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.500	0.240	0.500	-	-
Scheme Overview and Update				
The progress against the Public Realm (Ashton) Capital Scheme is reported against Levelling Up Ashton.				
Key Milestones			Planned	Actual
1				
2				
3				

Capital Scheme	Levelling Up Fund - Ashton			RAG Rating
Project Manager	Mike Reed			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
1.022	3.014	15.834	19.870	
2023/24 Budget (£m)				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
3.014	0.852	1.500	(1.514)	(1.514)
Scheme Overview and Update				
<p>A total budget of £19,870,000 is identified in the Capital Programme for the delivery of the Ashton Town Centre Levelling Up Fund. This is supported by £4.3m of match funding within the Council's approved Capital Programme.</p> <p><b>Former Interchange Site</b> - Approval for the Council to acquire this site from Transport for Greater Manchester (TfGM) was granted at Executive Cabinet on 28 June 2023 and the Council is currently finalising the acquisition. Once the acquisition is completed the Council will be able to commence enabling infrastructure works, comprising land remediation and service diversions, to unlock the site for new uses. This work will be undertaken in the context of longer term opportunities for redevelopment, public realm and movement within the Town Centre. A surplus of £3.5m has been identified against the Levelling Up Fund (LUF) allocation for the former bus interchange site of £5.3m; it is proposed that some of this surplus is now formally reallocated to support public realm works at Ashton Market Square and surrounds.</p> <p><b>Ashton Public Realm</b> - LUF funding has been secured for public realm works focused on Ashton Market Square. Planning approval was granted for the works to Ashton Market Square on 13 September 2023. Works on the Stage 4 design have now been completed and the scheme will now progress to the delivery stage by Spring 2024. Engagement sessions with key stakeholders, including market traders, have taken place throughout this detailed design phase and will continue in the lead up to the commencement of the delivery phase.</p> <p>It is proposed that the surplus LUF funding allocated against the former bus interchange site is repurposed to enable the delivery of additional key zones of the public realm that will further realise the vision for the town centre. These areas include the waste disposal facility between the Town Hall and Market Hall and associated landscaping, Warrington Street and Market Avenue. These areas are included in the recent planning permission for the site. The LUF contribution to Market Square and associated public realm in the surrounding area will therefore be increased from £11.2m to £14.1m.</p> <p>The proposal is to relocate the temporary market to Fletcher Square, Market Street and Bow Street whilst the main construction works are underway to Market Square. This will enable the market to</p>				



operate with minimal disruption and will ensure that progress on delivering the improvement works to Market Square can be made in line with the agreed funding timescales. Temporary kiosks that will be rented from a kiosk provider to ensure there is provision in place in respect of the temporary market throughout the duration of the main construction works. We are also working with Tameside Engineers and Market Operations to identify a suitable location to place the Kiosks. The proposals have been discussed with market traders who have agreed with the principle of the relocated temporary market. Discussions are underway with kiosk operators relating to the expressions of interest and application process for the new kiosks. The costs for this relocation are included within the overall construction costs of the scheme.

It is proposed that the surplus LUF funding allocated against the former bus interchange site is repurposed to enable the delivery of additional key zones of the public realm that will further realise the vision for the town centre. These areas include the waste disposal facility between the Town Hall and Market Hall and associated landscaping, Warrington Street and Market Avenue. These areas are included in the recent planning permission for the site. The LUF contribution to Market Square and associated public realm in the surrounding area will therefore be increased from £11.2m to £14.1m.

The proposal is to relocate the temporary market to Fletcher Square, Market Street and Bow Street whilst the main construction works are underway to Market Square. This will enable the market to operate with minimal disruption and will ensure that progress on delivering the improvement works to Market Square can be made in line with the agreed funding timescales. Temporary kiosks that will be rented from a kiosk provider to ensure there is provision in place in respect of the temporary market throughout the duration of the main construction works. We are also working with Tameside Engineers and Market Operations to identify a suitable location to place the Kiosks. The proposals have been discussed with market traders who have agreed with the principle of the relocated temporary market. Discussions are underway with kiosk operators relating to the expressions of interest and application process for the new kiosks. The costs for this relocation are included within the overall construction costs of the scheme.

**Ashton Town Hall** - Work is has progressed on internal strip-out and detailed surveys required to fully inform the design and costing process for the first stage of restoration works have completed. The LUF monies available of £3.4m will be utilised by 31 March 2025 to address immediate health and safety issues at Ashton Town Hall, deliver repair works to the façade, and repair the high stone parapet and the interface with the roof. The delivery programme for this work will be confirmed in March 2024 with a report to Executive Cabinet. Further works will be subject to additional funding and the completion of heritage assessments and feasibility work to support long term future uses of the building.

Key Milestones	Planned	Actual
1. Interchange site acquisition		
2. Public Realm works (Market Square) Procurement	Mar 24	
3. Public Realm works (Market Square) Start on Site	Mar 24	
4. Ashton Town Hall (Stage 1 Restoration) Confirmation of Programme	May 24 Dec 23	

<b>Capital Scheme</b>	Capital Regeneration Projects - Stalybridge			<b>RAG Rating</b>
<b>Project Manager</b>	Mike Reed			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	1.900	18.007	19.907	
<b>2023/24 Budget (£m)</b>				

Budget	Actual to Date	Projection	Variation	Reprofiling Requested
1.900	0.067	0.200	(1.700)	(1.700)
Scheme Overview and Update				
<p>Stalybridge Town Centre was awarded Capital Regeneration Projects funding of £19.9m from the Department for Levelling Up Housing and Communities (DLUHC) in the March 2023 UK Budget for deliver by 31 March 2026. The Stalybridge HAZ scheme provide the match funding to the delivery of this Capital Scheme.</p> <p><b>Civic Hall</b> - The Civic Hall restoration work is part funded via the Capital Regeneration Projects funding, Historic England and UKSPF.</p> <p><b>Astley Cheetham Art Gallery and Library</b> - £1.8m is allocated towards accessibility improvements and repair work at the Art Gallery and Library. Survey work, scheme design and the relevant LBC application will be completed over the next 9 months.</p> <p><b>Public Realm</b> – The first stage of public realm improvements are on site with the delivery progress update provided against the Stalybridge HAZ Capital Scheme update. LDA Design are preparing the Stalybridge Public Realm Strategy for the town centre. This will provide the long term plan for future delivery of works with an allocation of £6.1m focused on Market Street between the bus station and rail station, and Trinity Street.</p> <p><b>Stalybridge West</b> - £11.2m is allocated towards enabling works to unlock residential led development at Stalybridge West. A development prospectus has been finalised to inform the process for developer partner procurement for the delivery of the Council owned Stalybridge West sites and associated enabling infrastructure. A further report on next steps will be considered by Executive Cabinet in April 2024.</p>				
Key Milestones			Planned	Actual
1. Civic Hall (reported against Stalybridge HAZ above)				
2. Astley Cheetham Design and LBC Preparation			May 24	
3. Astley Cheetham Start on Site			Aug 24	
4. Stalybridge Public Realm Strategy Completion			Apr 24	
5. Stalybridge West Partner Procurement			Feb 24	

Capital Scheme	Ashton Old Baths - Phase 3			RAG Rating
Project Manager	Roger Greenwood			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
2.757	0.016	-	2.773	
2023/24 Budget (£m)				

Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.016	0.005	0.005	(0.011)	-
Scheme Overview and Update				
The scheme is now complete with a budget remaining of £0.011m. Residual budget will be returned back to the corporate pot.				
Key Milestones			Planned	Actual
1				
2				
3				

Capital Scheme	UKSPF – Various Projects			RAG Rating
Project Manager	Damien Cutting			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
	0.365	1.280	1.645	
2023/24 Budget (£m)				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.365	0.240	0.283	(0.082)	(0.082)
Scheme Overview and Update				
<p>The Council has secured an additional £0.793m of capital funding from the UK Shared Prosperity Fund (UKSPF) which consists of 6 smaller schemes which include: Hyde Outdoor market, Hyde Town Centre, Ashton Market Hall, St Petersfield, Stalybridge Town Hall and Stalybridge Civic Hall.</p> <p><b>Hyde Outdoor Market</b> This work would create a more viable and attractive offer for both local market traders and the local community as well as open up the possibilities of the shopping centre.</p> <p>The UKSPF funded Tameside Market Study project that is currently in progress will feed into the proposal for Hyde Outdoor Market. The Market Study is due to be completed Mid-August, further updates will be available after the study has taken place.</p> <p><b>Hyde Town Centre</b> A Hyde Town Centre masterplan has been commissioned. As part of the work in preparing the masterplan, UKSPF would enable the refurbishment of a vacant unit in the town centre that by the local community for gatherings and for consultation events to support the preparation of the Hyde Town Centre Masterplan which sits within the Hyde Triangle Growth Location. Opportunities to identify suitable space within the town centre is currently being explored for the project to meet the expected outcome. This space will be for the local community to meet and for social enterprise to flourish.</p> <p><b>St Petersfield Fountains</b> To repair mechanisms and bring the fountains back into use, which would provide a significant feature to the public realm and are in line with the ambitions of the St Petersfield masterplan.</p>				

Fountains & Features Ltd have completed work to enable the functioning of the fountains feature in St Petersfield opposite Ashton Old Baths. It will also fund a 12-month maintenance package to run concurrently with the repair works.

**Stalybridge Town Hall**

Additional work to enable the site to meet its potential as an attractive and inviting space, to complement the public realm works along Market Street

Initial survey work and repairs have been completed and the site will form part of the wider public realm works for the Town Centre to be delivered utilising the UK Capital Regeneration Funding secured for Stalybridge

**Stalybridge Civic Hall**

The Civic Hall is at the forefront of the High Street Heritage Action zone scheme this work will secure its long-term future, including work to the roof and other internal works. This will ensure the Civic Hall is retained at the heart of the cultural quarter and the town centre as an asset to the people of the town and the Borough.

The Civic Hall scheme started on site in August 2023 and is due for completion in Summer 2024. In addition to UKSPF this project is being funded via the High Street Heritage Action Zone, UK Capital Regeneration Funding, and the Council’s Capital Programme.

Key Milestones	Planned	Actual
1		
2		
3		

**New approvals:**

**Swimming Pool Support Fund Phase II - £0.166m** - The council has been awarded £0.166m for Swimming Pool Support Funding (SPSF) that will fund eligible costs relating to capital investments that reduce swimming pool facilities’ energy consumption levels that will support Denton Wellness Centre and Active Copley.

**Ashton Old Baths - £0.011m** - This capital scheme has been completed, therefore the remaining budget isn't required and can be returned to the capital pot.

**Droylsden Library Relocation - £0.011m** - This capital scheme has been completed, therefore the remaining budget isn't required and can be returned to the capital pot.

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## APPENDIX 7

Place: Property, Development and Planning

Corporate Landlord – Current Capital Programme

Capital Scheme	2023/24 Budget £m	2023/24 Actual to Date £m	2023/24 Projected Outturn £m	2023/24 Projected Outturn Variation £m	Reprofiling Requested £m	Projected Variation After Reprofiling £m
Decarbonisation of the Public estate Phase 3	0.442	0.186	0.394	(0.048)	-	(0.048)
Retrofit	0.004	-	0.004	-	-	-
Statutory Compliance	0.547	0.042	0.270	(0.277)	(0.277)	0
<b>Total</b>	<b>0.993</b>	<b>0.228</b>	<b>0.668</b>	<b>(0.325)</b>	<b>(0.277)</b>	<b>(0.048)</b>

### Scheme Details

<b>Capital Scheme</b>	Decarbonisation of the Public Estate Phase 3			<b>RAG Rating</b>
<b>Project Manager</b>	Christina Morton			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
2.046	0.442	-	2.488	
<b>2023/24 Budget</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.442	0.186	0.394	(0.048)	0

### Scheme Overview and Update

Tameside's successful bid for further funding for phase 3a of the Public Sector Decarbonisation Scheme was confirmed in early 2022. Six sites were initially put forward for phase 3a of the scheme; two schools, two leisure centres and two corporate sites. 31 Clarence Arcade and Stalybridge Civic Hall were removed from the scheme. The works at the remaining 4 sites is now complete with a few snagging queries to resolve, it is hoped that these will be completed by the end of the financial year.

Following the removal of the 2 schemes and updating with tendered costs the total revised costings for the scheme are currently projected at £2.191m. The amount of grant the Council has received (after GMCA have taken their top slice of £0.067m for helping to administer the project) is £1.506m. The Council were able to claim some of the grant monies over the above our initial amount of £1.573m, however any additional claimed had to be paid back to GMCA for feasibility studies for future projects.

This financial year circa £2k has been spent on St Johns School for enabling works. The total available is £28k, meaning circa £26k of this will be returned to education as there is no further spend anticipated at this site for enabling works. There has been no spend this financial year on Stalyhill School enabling works, however a number of orders have been raised with committed spend of circa £11k. Once these invoices have been received circa £21k will be remaining and can be returned to the education capital budget.

Key Milestones		Planned	Actual
1 Completion of snagging works		March 2024	

Capital Scheme	Retrofit			RAG Rating
Project Manager	Christina Morton			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
-	0.004	-	0.004	
2023/24 Budget (£m)				
Budget	Actual to Date	Projection	Variation	Reprofilng Request ed
0.004	-	0.004	-	-
Scheme Overview and Update				
This scheme aims to assist with making Council Buildings Carbon neutral. The remaining budget will be utilised for Surveys to start the Solar panel works for the Active Tameside Buildings.				
Key Milestones		Planned	Actual	
1. Award of Grant funding		Jan/Feb 2024		

Capital Scheme	Statutory Compliance			RAG Rating
Project Manager	Sandra Flannery			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
N/A	0.547	-	0.547	
2023/24 Budget (£m)				
Budget	Actual to Date	Projection	Variation	Reprofilng Request ed
0.547	0.042	0.270	(0.277)	(0.277)



The Council has a duty to ensure that its buildings provide a safe physical environment for staff and services to work in. The monitoring and regulation of this is undertaken by a series of statutory checks across a range of requirements e.g. fire safety, asbestos management and electrical safety. These checks are carried out at fixed intervals and reports produced to state condition and inform about remedial works that need to be undertaken to ensure compliance.

In addition to compliance, issues informed by the regular statutory checks, there are in addition repairs and replacements identified during the day-to-day management of our buildings. These may be repairs by one off events such as vandalism and extreme weather or they may be due to breakage or failure during normal operations. If the issues are deemed to be causing a serious risk, it will require immediate rectification.

This is a 5 year rolling programme of inspections resulting in works. Milestones are based on current known required works.

£0.277m will be re-profiled into 24/25 financial year due to the team being unable to deliver a large number of jobs due to a reduced capacity on the team. There is also a delay on whether certain costs can be capitalised or if costs should be paid from revenue.

Key Milestones	Planned	Actual
1. Electrical inspection remedial works	Dec 2023	
2. Heating remedial works	Dec 2023	
3. Lightning protection remedial works	Mar 2024	

**New approvals:**

Decarbonisation of the Public Estate Phase 3 - £0.047m- There will be no further spend on Enabling works at Stalyhill School and St Johns School so the remaining budget of £0.057m will be returned back to Education Capital.

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## APPENDIX 8

Place: Operations & Neighbourhoods

Engineers – Current Capital Programme

Capital Scheme	2023/24 Budget £m	2023/24 Actual to Date £m	2023/24 Projected Outturn £m	2023/24 Projected Outturn Variation £m	Reprofiling Requested £m	Projected Variation After Reprofiling £m
MCF Walking, Cycling & Other	1.902	0.549	0.960	(0.942)	(0.934)	(0.008)
Bridges Structures & Inspections	1.336	0.085	0.312	(1.024)	(0.908)	(0.116)
Other Highways & Town Capital	1.625	0.830	1.140	(0.485)	(0.478)	(0.007)
Street Lighting	0.288	0.159	0.287	(0.001)	-	(0.001)
Principal Highways & Town Capital	2.785	1.361	1.522	(1.263)	-	(1.263)
Flood Prevention & Resilience	0.110	0.061	0.221	0.111	-	0.111
<b>Total</b>	<b>8.046</b>	<b>3.045</b>	<b>4.442</b>	<b>(3.604)</b>	<b>(2.320)</b>	<b>(1.284)</b>

### Scheme Details- MCF Walking, Cycling & Other

	2023/24 Budget £m	2023/24 Actual to Date £m	2023/24 Projected Outturn £m	2023/24 Projected Outturn Variation £m	Reprofiling Requested £m	Projected Variation After Reprofiling £m
Mayors Challenge Fund	0.734	0.079	0.078	(0.656)	(0.656)	-
Side Roads Zebra Crossing Trial	0.008	-	-	(0.008)	-	(0.008)
Active Travel Fund 2	0.797	0.467	0.519	(0.278)	(0.278)	-
TfGM Bee Network Crossing Project	0.363	0.003	0.363	-	-	-
<b>Total</b>	<b>1.902</b>	<b>0.549</b>	<b>0.960</b>	<b>(0.942)</b>	<b>(0.934)</b>	<b>(0.008)</b>

<b>Capital Scheme</b>	Mayors Challenge Fund			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
1.799	0.734	-	2.536	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.737	0.079	0.081	(0.656)	(0.656)
<b>Scheme Overview and Update</b>				
<p>The objective of the walking and cycling programmes is to deliver new and improved infrastructure to encourage active travel. Grant funding has been secured from a number of grant funding programmes.</p> <p><b><u>Wellington Road and Albion Way, Ashton-under-Lyne (Ashton Streetscape)</u></b>  Following feedback from TfGM amendments to the proposals have been developed and these are to be presented to TfGM in February 2024.</p> <p><b><u>Active Neighbourhoods Phase 2</u></b>  Following the submission and subsequent feedback from TfGM a final Business Case submission is due to be made in January 2024 for two proposed Bee Network schemes at Rayner Lane, Droylsden / Audenshaw and Stamford Drive Stalybridge to Granville Street Ashton-under-Lyne.</p> <p><b><u>A57 Crown Point (Denton to Hyde), Denton</u></b>  Works is due to commence to produce revised proposals for this scheme, to take into account a reduction in the budget available from TfGM.</p> <p>It is proposed to carry forward £0.656m into 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1.Ashton Streetscape – submission of revised proposals to TfGM			Feb 2024	
2. Active Neighbourhoods – FBC submission			Jan 2024	
3. A57 Crown Point – production of revised proposals			Jan 2024 – Apr 2024	

<b>Capital Scheme</b>	Active Travel Fund 2			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
0.188	0.797	-	0.985	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.797	0.467	0.519	(0.278)	(0.278)
<b>Scheme Overview and Update</b>				
<p><b>Active Travel Fund 2</b> - Works to deliver the cycle lane upgrade scheme at Stockport Road, Ashton-under-Lyne, is substantially complete. Works to upgrade cycle lanes at Guide Lane Audenshaw and Oldham Road/Newman Street, Ashton-under-Lyne have commenced and are on programme.</p> <p>It is proposed to carry forward £0.278m into 2024/25 for the completion of the construction works.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Completion of construction works			May 2024	

<b>Capital Scheme</b>	Active Travel Fund 3			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
-				
<b>Scheme Overview and Update</b>				
<p><b>Active Travel Fund 3</b> - Following the review by TfGM the scope of the scheme is being revised in order to meet funding criteria and available budget due to the initial proposals being in excess of the £1.950m provisional budget allocation.</p> <p>The timescales for this particular project remain extremely challenging, however dialogue with TfGM remains positive, however the funding remains at risk.</p> <p>*It should be noted that the £1.950m budget is provisional, pending confirmation from TfGM, and does not appear in the council's capital programme. This provisional funding has also been used as part of the Denton LUF as 'matched funding'. Failure to secure agreement with TfGM to revised proposals and carry forward of the budget could adversely affect the LUF award.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Submission of revised proposals to TfGM and secure agreement to a revised funding/delivery timescale.			Jan 2024 – Mar 2024	

<b>Capital Scheme</b>	TfGM Bee Network Crossing Project			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.363	-	0.363	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.363	0.003	0.363	-	-
<b>Scheme Overview and Update</b>				
<p>This milestone form relates to the delivery of a TfGM designed scheme to upgrade the existing Zebra crossing, at Cavendish Street, Ashton-under-Lyne, to a signalised 'Toucan' crossing.</p> <p>Construction commenced in January 2024 and is scheduled to be complete in April 2024.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Construction works			Jan 2024 – Apr 2024	

### Scheme Details- Bridges, Structures & Inspections

	2023/24 Budget	2023/24 Actual to Date	2023/24 Projected Outturn	2023/24 Projected Outturn Variation	Reprofiling Requested	Projected Variation After Reprofiling
	£m	£m	£m	£m	£m	£m
Asset Management Plan	0.078	0.007	0.052	(0.026)	(0.026)	-
Principal / General Bridge Inspections	0.204	0.004	0.075	(0.125)	(0.013)	(0.116)
Parapet protection Mottram Road/Roe Cross	0.040	-	-	(0.040)	(0.040)	-
Bridge Scour Protection	0.255	0.057	0.100	(0.155)	(0.155)	-
Bridge Parapet Refurbishment Scheme	0.162	0.009	0.050	(0.112)	(0.112)	-
Manchester Road retaining wall Mossley	0.106	-	-	(0.106)	(0.106)	-
Rockface stabilisation at various locations	0.066	0.002	0.015	(0.051)	(0.051)	-
Victoria St Embankment Hyde	0.170	0.006	0.020	(0.150)	(0.150)	-
Richmond street Parapet Refurbishment - Ashton-Under-Lyne	0.060	-	-	(0.060)	(0.060)	-
Footbridge Replacement – Various locations	0.195	-	-	(0.195)	(0.195)	-
<b>Total</b>	<b>1.336</b>	<b>0.085</b>	<b>0.312</b>	<b>(1.020)</b>	<b>(0.908)</b>	<b>(0.116)</b>

<b>Capital Scheme</b>	Asset Management Plan			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.078	-	0.078	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.078	0.007	0.052	(0.026)	(0.026)
<b>Scheme Overview and Update</b>				
<p>This milestone form covers the asset management for council owned bridges, highway structures and culverts.</p> <p>This is a rolling budget to provide for the asset management of the council's highway structures.</p> <p>It is proposed to carry forward £0.026m into 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Asset management of highway structures			Apr 23 – Mar 24	

<b>Capital Scheme</b>	Principal/General Bridge Inspections			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.204	-	0.200	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.204	0.004	0.075	(0.125)	(0.013)
<b>Scheme Overview and Update</b>				
<p>This milestone form covers the statutory inspections of the council's highway structures assets.</p> <p>The procurement process is ongoing to appoint consultants to undertake principal and general inspections. Inspections are anticipated to commence April 2024 following appointment of consultants.</p> <p>This is a rolling programme of works.</p> <p>Approval has been sought to transfer £0.112m from this budget to Flood Protection and Consequential Repairs to offset a predicted overspend.</p> <p>Subject to approval of the above transfer of budget, it is proposed to carry forward the remaining £0.013m of this budget into 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Procurement of consultancy services. 2. Commence inspections.			Feb 2024 Apr 2024- Mar 2025	

<b>Capital Scheme</b>	Parapet Protection Roe Cross Road/Old Road, Mottram			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.040	-	0.040	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.040	-	-	(0.040)	(0.040)
<b>Scheme Overview and Update</b>				
<p>This milestone form relates to a scheme to strengthen parapets on Roe Cross Road/Old Road, Mottram.</p> <p>Consultation with ward members, residents and stakeholders is required prior to the implementation stage.</p> <p>It is proposed to carry forward £0.040m into 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Consultation with ward members, residents and stakeholders			Jun 2024	

<b>Capital Scheme</b>	Bridge Scour Protection			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.255	-	0.255	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.255	0.057	0.100	(0.155)	(0.155)
<b>Scheme Overview and Update</b>				
<p>This milestone form covers works to provide protection from water scour to a number of council owned highway bridges.</p> <p>The tender process is ongoing. It is anticipated that following appointment of a contractor, works will commence on site April 2024</p> <p>Due to the delay in commencing these works it is necessary to carry forward £0.155m to 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Complete tender process 2. Site works commence			Feb 2024 Apr 2024	



<b>Capital Scheme</b>	Bridge Parapet Refurbishment			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.162	-	0.162	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.162	0.009	0.050	(0.112)	(0.112)
<b>Scheme Overview and Update</b>				
<p>This milestone form relates to the works to refurbish Victoria Bridge, Trinity Street, Stalybridge.</p> <p>The tender award is complete.</p> <p>Works are delayed due to conflict with Network Rail electrification works and related temporary traffic diversions.</p> <p>Works are anticipated to start May 2024 following completion of Network Rail works.</p> <p>Due to the delay in commencing the works it will be necessary to carry forward £0.112m into 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Works to commence on site			May 2024	

<b>Capital Scheme</b>	Manchester Road Retaining Wall, Mossley			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.106	-	0.106	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.106	-	-	(0.106)	(0.106)
<b>Scheme Overview and Update</b>				
<p>This milestone form covers a project to undertake strengthening works to a retaining wall on Manchester Road, Mossley.</p> <p>Discussions are ongoing with Network Rail with regards to liability and agreement on apportionment of costs.</p> <p>The delay to the commencement of the site works will result in £0.106m being carried forward into 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Resolution of liability and apportionment of costs.			Mar 2024	

<b>Capital Scheme</b>	Rockface Stabilisation (Various Locations)			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.066	-	0.066	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.066	0.002	0.015	(0.051)	(0.051)
<b>Scheme Overview and Update</b>				
<p>This milestone form relates to works to stabilise various rock faces in order to protect the public highway.</p> <p>Design work and legal agreements are being progressed in advance of a procurement exercise, commencing in June 2024 to appoint a contractor to undertake the works.</p> <p>It is proposed to carry forward £0.051m into 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
<ol style="list-style-type: none"> <li>Design work and legal agreements being progressed.</li> <li>Procurement of contractor and commencement of site works.</li> </ol>			ongoing Jun 2024	

<b>Capital Scheme</b>	Victoria Street Embankment, Hyde			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.170	-	0.170	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.170	0.006	0.020	(0.150)	(0.150)
<b>Scheme Overview and Update</b>				
<p>This milestone form covers a scheme to undertake stabilisation works to the highway embankment at Victoria Street Hyde.</p> <p>Feasibility studies and preliminary designs are complete and the appraisal of preliminary design options is underway.</p> <p>Procurement of consultancy services for detailed design and cost estimates is required following the options appraisal process.</p> <p>It will be necessary to carry forward £0.150 to complete the detailed design and to build up a fund to cover the anticipated cost of the works.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
<ol style="list-style-type: none"> <li>Complete appraisal of preliminary design options</li> <li>Procurement of consultancy services for detailed design and cost estimates.</li> </ol>			Mar 2024 Apr 2024	

<b>Capital Scheme</b>	Richmond Street Parapet Refurbishment, Ashton-under-Lyne			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.060	-	0.060	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.060	-	-	(0.060)	(0.060)
<b>Scheme Overview and Update</b>				
<p>This milestone form covers a scheme to refurbish the parapets to Richmond Street Bridge in Ashton-under-Lyne.</p> <p>A feasibility study is required to produce options for refurbishment.</p> <p>It is proposed to carry forward £0.060m into 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Feasibility study and production of options for refurbishment/strengthening			Mar 2024 – Apr 2025	

<b>Capital Scheme</b>	Footbridge Replacement – Various locations			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.195	-	0.195	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.195	-	-	(0.195)	(0.195)
<b>Scheme Overview and Update</b>				
<p>This milestone form covers a scheme to replace the following three existing footbridges;</p> <ul style="list-style-type: none"> <li>• Bonemills Footbridge, Hyde</li> <li>• Swallow Lane Footbridge, Stalybridge</li> <li>• Brookside Drive Footbridge, Hyde</li> </ul> <p>Procurement of consultancy services to produce design options is required.</p> <p>It is proposed to carry forward £0.195m into 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Procurement of consultancy services and production of design options			Apr 2024 – Mar 25	

### Scheme Details- Other Highways & Town Capital

	2023/24 Budget	2023/24 Actual to Date	2023/24 Projected Outturn	2023/24 Projected Outturn Variation	Reprofiling Requested	Projected Variation After Reprofiling
	£m	£m	£m	£m	£m	£m
Pedestrian Controlled Crossing - Laurus Ryecroft	0.062	0.037	0.062	-	-	-
Asset Management Plan	0.088	0.043	0.063	(0.025)	(0.018)	(0.007)
Pot Holes Maintenance - Capital	0.533	0.532	0.533	-	-	-
Strategic Route TRO's	0.110	0.005	0.060	(0.050)	(0.050)	-
Public Rights Of Way	0.088	0.057	0.088	-	-	-
Road Marking & Warning Sign Improvement Programme	0.060	0.046	0.060	-	-	-
Highway and Traffic Control - Former Robertsons Jam Site	0.403	0.085	0.090	(0.313)	(0.313)	-
Highways Safety Programme	0.060	0.008	0.060	-	-	-
Fairfield Road and Edge Lane Droylsden	0.016	-	-	(0.016)	(0.016)	-
Yew Tree Lane and Matley Lane	0.026	-	0.001	(0.025)	(0.025)	-
Micklehurst Road Mossley	0.027	-	0.001	(0.026)	(0.026)	-
Manchester Road Audenshaw	0.022	-	-	(0.022)	(0.022)	-
Nield Street Mossley	0.026	-	0.018	(0.008)	(0.008)	-
Crowhill Road Ashton Under Lyne	0.006	0.007	0.006	-	-	-
Network Performance/ Resilience	0.098	0.011	0.098	-	-	-
<b>Total</b>	<b>1.625</b>	<b>0.830</b>	<b>1.140</b>	<b>(0.485)</b>	<b>(0.478)</b>	<b>(0.007)</b>

<b>Capital Scheme</b>	Pedestrian Controlled Crossing – Laurus Ryecroft School, Droylsden			<b>RAG Rating</b>
<b>Project Manager</b>	Andrea Hebblethwaite			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
0.038	0.062	-	0.100	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.062	0.037	0.062	-	-
<b>Scheme Overview and Update</b>				
The s106 works to deliver a controlled crossing and traffic calming features are complete. There are however some outstanding invoices to be paid.				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Outstanding invoices paid.			Mar 2024	

<b>Capital Scheme</b>	Asset Management Plan			<b>RAG Rating</b>
<b>Project Manager</b>	Andrea Hebblethwaite			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.088	-	0.081	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.088	0.043	0.063	(0.018)	(0.018)
<b>Scheme Overview and Update</b>				
As Highway Authority, the council has a statutory duty to maintain, operate and improve the highway network which has an estimated gross replacement value of £1.726 billion. All council assets are routinely subject to a variety of accredited and industry led condition surveys and assessments.				
A range of nationally recognised metrics and targets are used to monitor performance and identify future investment requirements to maintain or improve the condition of the highway network.				
This budget supports the management of the Highway's Asset plan and projected slippage of £0.018m into 2024/2025 will contribute to condition surveys which will support the development of a prioritised highway's maintenance programme.				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Highways Asset Management plan updated for approval by Senior Management team.			Apr 2024	
2. Survey condition data analysed.			Feb 2024	
3. Highways Maintenance programme 2024 / 2025 produced for approval.			Apr 2024	

<b>Capital Scheme</b>	Pot Holes Maintenance			<b>RAG Rating</b>
<b>Project Manager</b>	Andrea Hebblethwaite			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.533	-	0.533	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.533	0.532	0.533	-	-
<b>Scheme Overview and Update</b>				
<p>This budget, received from the Department of Transport, is spent on completing reactive make safe repairs on the highway network (for example repairing potholes).</p> <p>The lack of long term investment to improvement the council's highway network, over recent years, has resulted in an increase in reactive maintenance demands. This balance needs to be addressed as the continued deterioration in the highway network will continue to result in significant budgetary pressures for reactive make safe works.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Highway maintenance / risk management report presented to senior management team.			Mar 2024	
2. Risk Management plan updated.			Mar 2024	

<b>Capital Scheme</b>	Strategic Route TRO's			<b>RAG Rating</b>
<b>Project Manager</b>	Andrea Hebblethwaite			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.110	-	0.110	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.110	0.005	0.050	(0.060)	(0.060)
<b>Scheme Overview and Update</b>				
<p>This budget is available to design and deliver the council's Traffic Regulation Order (TRO) programme following the completion of the various statutory procedures including public consultation on individual schemes.</p> <p>The £60k projected slippage into 2024/2025 is required due to staffing shortages in 2023/2024 resulting in delays in progressing the TRO programme through to delivery. Additional staffing resources now in place which will result in an acceleration of programme delivery during 2024/2025.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Ward members consulted on proposed TRO programme for 2023 / 2024.			Nov 2023	Nov 2023
2. Additional staffing resources allocated to progress delivery of the TRO programme.			Jan 2024	Jan 2024
3. Start of rolling programme of TRO schemes delivered (from the 2023 / 2024 budget).			Apr 2024	
4. End of rolling programme of TRO schemes delivered (from 2023 / 2024 budget).			Mar 2025	

<b>Capital Scheme</b>	Public Rights of Way			<b>RAG Rating</b>
<b>Project Manager</b>	Andrea Hebblethwaite			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.088	-	0.088	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.088	0.057	0.088	-	-
<b>Scheme Overview and Update</b>				
<p>The council, as local highway authority, has a statutory duty under Section 41 Highways Act 1980 to maintain highways that are 'maintainable at public expense'. The borough has 268km of public rights of way routes to maintain. Based on the last inspection of all public rights of way it was reported, in March 2022, that the current budget was insufficient for the council to fulfil its statutory duty and bring the entire network in to a fit condition for use.</p> <p>The development of a prioritised programme of works is therefore critical to maintaining the public rights of way across the borough.</p>				
<b>Key Milestones</b>		<b>Planned</b>	<b>Actual</b>	
1. PROW routes added to Symology allowing more efficient recording of inspection data.		Jan 2024	Jan 2024	
2. Complete soft market testing in order to identify options for completing inspections of all public rights of way.		Feb 2024	Feb 2024	
3. Programme of vegetation clearance completed.		May 2024		
4. All public rights of way inspected and findings uploaded to Symology.		June 2024		
5. Public rights of way prioritised programme of works produced for approval.		Sept 2024		
6. Maintenance works completed.		Feb 2025		

<b>Capital Scheme</b>	Road Marking / Warning Sign Improvement Programme			<b>RAG Rating</b>
<b>Project Manager</b>	Andrea Hebblethwaite			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.060	-	0.060	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.060	0.046	0.060	-	-
<b>Scheme Overview and Update</b>				
<p>This budget will be fully spent at the end of March 2024. An Executive Decision, in October 2023, gave approval to disconnect and remove all obsolete Watchman Cameras from the highway network. Removal of the redundant cameras will reduce future energy costs by approximately £0.065m per annum. The cost to remove the infrastructure is estimated at £0.020m which has been allocated from this budget. Works are on track to be complete by end of March 2024.</p>				
<b>Key Milestones</b>		<b>Planned</b>	<b>Actual</b>	
1. All obsolete Watchman Cameras removed from the highway network.		Mar 2024		

<b>Capital Scheme</b>	Former Robertsons Jam site, Droylsden			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
0.010	0.403	-	0.413	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.403	0.078	0.090	(0.313)	(0.313)
<b>Scheme Overview and Update</b>				
<p>This milestone form relates to works funded by S106 developer contributions for the former Robertson Jam site off Ashton Hill Lane, Droylsden / Manchester Road, Audenshaw.</p> <p>Various measures, as defined in the S106 agreement, to mitigate the impact of the development are currently being designed and implemented.</p> <p>The balance of the developer contribution needs to be spent by June 2026.</p> <p>As some mitigation measures have yet to be implemented, it is necessary to carry forward £0.313m into 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Design and construction of mitigation measures			Sept 2023 – Jun 2024	

<b>Capital Scheme</b>	Highway Safety Programme			<b>RAG Rating</b>
<b>Project Manager</b>	Andrea Hebblethwaite			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
0.007	0.060	1.195	1.262	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.060	0.008	0.060	-	-
<b>Scheme Overview and Update</b>				
<p>The funding is ring fenced for the development and delivery of a highway safety programme. Currently the confirmed budget is £0.62m carried forward from 2022/2023 and £0.63m for 2023/2024 – giving a confirmed budget to date of £1.255m.</p> <p>The overall objective of the funding is to encourage safe and long term driving practices on our roads, whether that is by introducing physical engineering schemes on the roads or via training for groups of people that are deemed more in need e.g. older drivers and cyclists.</p> <p>Following a review of historical and current data relating to road safety issues a programme of potential schemes has now been produced and this is currently being prioritised based on a number of risk factors, affordability and deliverability.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Governance report approved by Executive Cabinet.			Nov 23	Nov 23
2. Additional resources in place to lead on programme delivery.			Dec 23	Dec 23
3. Feasibility studies complete.			Dec 23	Dec 23
4. Prioritised programme produced.			Jan 24	Jan 24
5. Executive Member briefing completed.			Feb 24	
6. Individual scheme development starts.			Mar 24	



7. Scheme delivery starts.	May 24	
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<b>Capital Scheme</b>	Fairfield Road and Edge Lane, Droylsden			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.016	-	0.016	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.016	-	-	(0.016)	(0.016)
<b>Scheme Overview and Update</b>				
<p>This milestone form relates to works funded by S106 developer contributions for works in the vicinity of Fairfield Road and Edge Lane Droylsden.</p> <p>Various measures, as defined in the S106 agreement, to offset the impact of the development will be designed and implemented.</p> <p>The developer contribution needs to be spent by September 2024.</p> <p>As design work has yet to commence for this scheme, it is necessary to carry forward £0.016m to 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1.Design and construction of mitigation measures			Apr 2024 – Sept 2024	

<b>Capital Scheme</b>	Yew Tree Lane, Dukinfield and Matley Lane, Hyde			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.026	-	0.026	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.026	-	0.001	(0.025)	(0.025)
<b>Scheme Overview and Update</b>				
<p>This milestone form relates to works funded by S106 developer contributions for works in the vicinity of Yew Tree Lane, Dukinfield and Matley Lane, Hyde.</p> <p>Various measures, as defined in the S106 agreement, to offset the impact of the development will be designed and implemented.</p> <p>The balance of the developer contribution needs to be spent by April 2026.</p> <p>Design work has just commenced for this scheme and it is necessary to carry forward £0.025m to 2024/25.</p>				
<b>Key Milestones</b>		<b>Planned</b>	<b>Actual</b>	

1. Design and construction of mitigation measures	Apr 2024 – Mar 2025	
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<b>Capital Scheme</b>	Micklehurst Road, Mossley			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.027	-	0.027	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.027	-	0.001	(0.026)	(0.026)
<b>Scheme Overview and Update</b>				
<p>This milestone form relates to works funded by S106 developer contributions for works in the vicinity of Micklehurst Road, Mossley.</p> <p>Various measures, as defined in the S106 agreement, to offset the impact of the development will be designed and implemented.</p> <p>The balance of the developer contribution needs to be spent by August 2027.</p> <p>Design work has recently commenced for this scheme and it is necessary to carry forward £0.026m to 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Design and construction of mitigation measures			April 2024 – March 2025	

<b>Capital Scheme</b>	Manchester Road, Audenshaw			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.022	-	0.022	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.022	-	-	(0.022)	(0.022)
<b>Scheme Overview and Update</b>				
<p>This milestone form relates to works funded by S106 developer contributions for works in the vicinity of Manchester Road, Audenshaw.</p> <p>Various measures, as defined in the S106 agreement, to offset the impact of the development will be designed and implemented.</p> <p>The developer contribution needs to be spent by July 2027.</p> <p>As design work has yet to commence for this scheme, it is necessary to carry forward £0.022m to 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>

1. Design and construction of mitigation measures	Apr 2024 – Mar 2025	
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<b>Capital Scheme</b>	Neild Street, Mossley			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.026	-	0.026	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.026	-	0.018	(0.008)	(0.008)
<b>Scheme Overview and Update</b>				
<p>This milestone form relates to works funded by S106 developer contributions for works in the vicinity of Neild Street, Mossley.</p> <p>Various measures, as defined in the S106 agreement, to offset the impact of the development are currently being designed and implemented.</p> <p>The developer contribution needs to be spent by November 2026.</p> <p>Works have recently commenced for this scheme and it is necessary to carry forward £0.008m to 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Implementation of mitigation measures.			Apr 2024 – Mar 2025	

<b>Capital Scheme</b>	Crowhill Road, Ashton-under-Lyne			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.006	-	0.006	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.006	-	0.006	0.000	0.000
<b>Scheme Overview and Update</b>				
<p>This milestone form relates to works funded by S106 developer contributions for works in the vicinity of Crowhill Road, Ashton-under-Lyne.</p> <p>A scheme to improve street lighting in the area has been completed.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Design and implementation of street lighting improvements			Nov 2023	Nov 2023

<b>Capital Scheme</b>	Network Performance/Resilience			<b>RAG Rating</b>
<b>Project Manager</b>	Andrea Hebblethwaite			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.98	-	0.098	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.098	0.011	0.098	-	-
<b>Scheme Overview and Update</b>				
This budget funds works to create a resilient highway network which is vital to maintaining economic activity and access to essential services during extreme weather emergencies and other major incident.				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Network Resilience programme 2024 / 2025 produced in parallel with Highways Maintenance programme.			Apr 2024	

#### Scheme Details- Street Lighting

	2023/24 Budget	2023/24 Actual to Date	2023/24 Projected Outturn	2023/24 Projected Outturn Variation	Reprofiling Requested	Projected Variation After Reprofiling
	£m	£m	£m	£m	£m	£m
Street Lighting	0.288	0.159	0.287	(0.001)	-	-
<b>Total</b>	<b>0.288</b>	<b>0.159</b>	<b>0.287</b>	<b>(0.001)</b>	<b>-</b>	<b>-</b>

<b>Capital Scheme</b>	Street Lighting			<b>RAG Rating</b>
<b>Project Manager</b>	Gary Edwards			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
2.340	0.288	-	2.627	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.288	0.159	0.287	(0.001)	-
<b>Scheme Overview and Update</b>				
<p>To date we have installed 7,658 lanterns from the initial design package of 7,546. The reason for this discrepancy from the initial design is that the existing inventory wasn't correct (as we anticipated), also additional assets are added to our network as highways are adopted or alterations are undertaken for highway schemes.</p> <p>We have 45 lanterns of a special nature to complete consisting of mainly heritage areas and 160 standard lanterns. These will be completed this financial year within the identified budget in line with the project completion.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1.LED lantern replacements – complete 2.Heritage LED lantern replacements			Apr 23 – Mar 24	Apr 23 – Mar 24

## Scheme Details- Principal Highways & Town Capital

	2023/24 Budget	2023/24 Actual to Date	2023/24 Projected Outturn	2023/24 Projected Outturn Variation	Reprofiling Requested	Projected Variation After Reprofiling
	£m	£m	£m	£m	£m	£m
Principal Highways & Town Capital	2.784	1.360	1.522	(1.263)	-	(1.263)
<b>Total</b>	<b>2.784</b>	<b>1.360</b>	<b>1.522</b>	<b>(1.263)</b>	<b>-</b>	<b>(1.263)</b>

<b>Capital Scheme</b>	Highways Maintenance				<b>RAG Rating</b>
<b>Project Manager</b>	Andrea Hebblethwaite				
<b>Whole Scheme Budget (£m)</b>					
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>		
N/A	2.784	-	2.784		
<b>2023/24 Budget (£m)</b>					
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>	
2.784	1.360	1.522	(1.263)	-	
<b>Scheme Overview and Update</b>					
<p>The Highway's Maintenance capital funding is used primarily for proactive, planned capital investment works on the highway network.</p> <p>The lack of long term investment to improvement the council's highway network, over recent years, has resulted in an increase in reactive maintenance demands. This balance needs to be addressed as the continued deterioration in the highway network will continue to result in significant budgetary pressures for reactive make safe works. This matter will be subject to a separate detailed report.</p>					
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>	
1. Highway maintenance report presented to senior management team.			March 2024		
2. Review of highways maintenance contracts complete.			01/03/2024		
3. Procurement exercise started if applicable.			01/03/2024		
4. Subject to approval, highways maintenance programme for 2024/2025 produced.			01/04/2024		

## Scheme Details- Flood Prevention & Resilience

	2023/24 Budget £m	2023/24 Actual to Date £m	2023/24 Projected Outturn £m	2023/24 Projected Outturn Variation £m	Reprofiling Requested £m	Projected Variation After Reprofiling £m
Flood Prevention	0.110	0.061	0.221	0.111	-	0.111
<b>Total</b>	<b>0.110</b>	<b>0.061</b>	<b>0.221</b>	<b>0.111</b>	<b>-</b>	<b>0.111</b>

<b>Capital Scheme</b>	Flood Prevention and Consequential Repairs			<b>RAG Rating</b>
<b>Project Manager</b>	Andrew Vincent			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.110	-	0.109	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.110	0.061	0.221	0.111	-
<b>Scheme Overview and Update</b>				
<p>This funding is to deal with isolated incidents of flooding on the highway where engineering interventions are a viable option.</p> <p>The network is monitored, with works and repairs allocated on a risk based assessment.</p> <p>There is a predicted overspend of £0.112m due to the amount of works being carried out to resolve various issues relating to blockages and cleaning of the infrastructure.</p> <p>Approval has been sought to transfer £0.112m from the Bridge Inspection budget, which has a predicted underspend of £0.125m, to balance out the predicted overspend.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Inspection and monitoring of critical infrastructure in order to undertake essential repairs.			Apr 2023 – Mar 2024	

### New Approvals:

£0.112m from Principal/General Bridge Inspections to be moved to Flood Protection and Consequential Repairs to offset a predicted overspend.

£0.368m Local highways maintenance additional funding to be added on the Council's Capital Programme



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## APPENDIX 9

### Place: Operations & Neighbourhoods

#### Operations & Greenspace – Current Capital Programme

Capital Scheme	2023/24 Budget £m	2023/24 Actual to Date £m	2023/24 Projected Outturn £m	2023/24 Projected Outturn Variation £m	Reprofiling Requested £m	Projected Variation After Reprofiling £m
Children's Playground Facilities	0.326	0.211	0.326	-	-	-
Fairlea, Denton & Greenside Lane	-	0.036	0.036	0.036	-	0.036
Greenspace	0.525	0.146	0.357	(0.168)	(0.168)	-
UKSPF Operations & Greenspace	0.150	0.036	0.100	(0.050)	(0.050)	-
Improvements to Knott Hill & Hartshead Pike	0.175	-	0	(0.175)	(0.175)	-
<b>Total</b>	<b>1.176</b>	<b>0.411</b>	<b>0.819</b>	<b>(0.357)</b>	<b>(0.393)</b>	<b>0.036</b>

#### Scheme Details

<b>Capital Scheme</b>	Children's Playground Facilities				<b>RAG Rating</b>
<b>Project Manager</b>	Nicola Marshall				
<b>Whole Scheme Budget (£m)</b>					
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>		
0.274	0.326	-	0.600		
<b>2023/24 Budget (£m)</b>					
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>	
0.326	0.211	0.326	-	-	
<b>Scheme Overview and Update</b>					
<p>There are currently 37 Council owned play areas within Tameside and these had not had significant investment for around 12 years and were designed and installed at a time when most parks were staffed and there was a greater maintenance budget. Those play areas were in need of new investment. The Council split the work into three phases and these have all been delivered on site: Phase 1 involved the replacement of sand with wetpour and replacement play equipment. Phase 2 was the replacement of 5 timber multiplay units with new metal and plastic units. Phase 3 was the replacement of play equipment and replacement of some grass matting with wetpour.</p> <p>The Council has now completed playground improvements at a range of sites across Tameside and we are just waiting on final invoices from contractors in order to get this project finalized. The sites where work has been completed are: King George Vth, Waterloo Park, Cedar Park, Oxford Park, Ryecroft Hall, Leechbrooke, Victoria Park, Haughton Green, Granada, St. Annes, Floral</p>					

Gardens, York Road, Dukinfield Park, Dewsnap Lane, Hyde Park, Water Lane, Egmont Street and Stamford Park.

Key Milestones	Planned	Actual
1. Phase 1	Jan 21	Dec 21
2. Phase 2	Jul 22	Oct 23
3. Phase 3	Nov 23	Nov 23
4. Project Completion	Mar 24	Mar 24

Capital Scheme	Greenspace			RAG Rating
Project Manager	Nicola Marshall			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
0.274	0.525	0	0.799	
2023/24 Budget (£m)				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.525	0.146	0.357	(0.168)	(0.168)
Scheme Overview and Update				
<p>Within Greenspace there are various projects of work which are all funded through S106 contributions. A package of work is being pulled together to identify various projects to further improve the greenspace within the Borough. Officers have worked with colleagues in Engineers and have scoped the work, got quotes and are now seeing delivery of work on site including the replacement play equipment at Lyme field Country Park and Copperas Field, Droylsden.</p>				
Key Milestones	Planned	Actual		
1. Planning & Design work	Oct 23			
2. Delivery of individual projects	Jan 24	Jan 24		

<b>Capital Scheme</b>	UKSPF Operations & Greenspace			<b>RAG Rating</b>
<b>Project Manager</b>	Nicola Marshall			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
0	0.234	0.116	0.350	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.234	0.018	0.100	(0.050)	(0.050)
<b>Scheme Overview and Update</b>				
<p>£0.350m has been granted for improvements to Greenspace including more inclusive play equipment; greenspace infrastructure improvements and funding for litter bins and litter pickers. Officers have recommended various projects across Greenspace to the UKSPF Board and the Executive Member for UKSPF.</p> <p>Capital projects have been planned and scheduled for sites across Tameside. At Granada Park the UKSPF funding has been used to create a new path and improve the existing path around the play area. This has made the site more accessible, particularly in bad weather, and has enhanced users experience of the park. Work has commenced in Cheetham Park – investigation work into poor drainage in the site has started and some initial work carried out which has made the site more accessible. Officers have worked with the community to enhance some planting areas and new hedge planting has taken place. Work at other sites such as King George Park Ashton and Mottram Park in Longdendale will commence in the next three months. Officers have progressed with plans for more inclusive play equipment and 4 new inclusive swing seats have been ordered. There will be 2 which are particularly suitable for toddlers and 2 which are suitable for young adults and adults – we will be consulting with local groups to identify suitable locations before installing these.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Project plan & Costings			Aug 23	Nov 23
2. Delivery of individual projects			Dec 23	

<b>Capital Scheme</b>	Improvements to Knott Hill & Hartshead Pike			<b>RAG Rating</b>
<b>Project Manager</b>	Nicola Marshall			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.175	-	0.175	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.175	-	0	(0.175)	(0.175)
<b>Scheme Overview and Update</b>				
<p>Improvements to the path network around Knott Hill reservoir including resurfacing and new drainage as well as the provision of benches and Improvements to the path network around Hartshead Pike including resurfacing paths and enhancing drainage. The full package of work Officers would like to deliver would exceed the budget so Officers have worked with colleagues in Engineers to specify a project which we can deliver within the budget available focusing on the most essential work required. This work has now been agreed and contractors will start on site later in the year – due to the nature of the sites it is not possible to work on them during winter as they are too wet and the machinery required would cause damage to the landscape. Officers will be briefing Ward Members on the work to be done and will provide a more detailed timetable in the early spring.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Working up detailed project plan alongside Engineers for improvements with drainage at both site			Sep 23	Ongoing
2. Delivery of project			Jan 24	

**New approvals:**

**Land at Broadway Hyde - £0.016m** - S106 contribution in respect of planning application 13/01045/OUT to be used as a contribution towards fencing of the public open space which will be between the relocated Hawthorns School (on the former Longdendale Recreation Ground) and the A57. This funding is to be allocated to Strategic Property in the Place Directorate as they are project managing this scheme

**Former site of St Anne's Nursery Audenshaw - £0.053m** - S106 contribution in respect of planning application 20/00129/FUL to be used for improvements to greenspace in Audenshaw including Ryecroft Hall and tree planting.

## APPENDIX 10

Place: Waste & Fleet Management

Current Capital Programme

Capital Scheme	2023/24 Budget £m	2023/24 Actual to Date £m	2023/24 Projected Outturn £m	2023/24 Projected Outturn Variation £m	Reprofiling Requested £m	Projected Variation After Reprofiling £m
Fleet Replacement 22/23 - 40 vehicles	-	-	-	-	-	-
<b>Total</b>	-	-	-	--	-	-

### Scheme Details

<b>Capital Scheme</b>	Fleet Replacement 22/23 - 40 vehicles			<b>RAG Rating</b>
<b>Project Manager</b>	Paulette Sharp			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	-	0.826	0.826	
<b>2023/24 Budget</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
-	-	-	-	-
<b>Scheme Overview and Update</b>				
<p>Initial approval was based on 20/21 estimated costs of £0.826m for fleet replacement. Tenders went out for 40 items on the programme and these came in at an additional £0.177m above the estimates and therefore the additional spend had to be authorised.</p> <p>The list of items has been reduced further to 27. Procurement has been delayed due to the need to obtain comparative quotes for lease/contract hire for some of the items, and it is therefore unlikely that any of the fleet expenditure will be incurred in the current financial year. Expenditure in excess of the scheme budget still requires authorising and funding arrangements to be agreed.</p> <p>Fleet replacement for 23/24 has not started yet so this programme needs to be rolled forward to 24/25 and costs again are expected to be significantly higher than previous estimates. Milestones will be updated when the Procurement has been signed off.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1 Governance to Procure			Apr 22	Jul 23
2 Procurement			Aug 23	
3 Delivery of Vehicles			Jan 24	

### New Approval:

£0.150m - There is an agreement that £150k of Adults Capital Grant is to be used to increase the Fleet Replacement project budget on the Capital Programme. This to be used towards funding of Community Response Vehicles in Fleet Strategy.

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# APPENDIX 11

Place: Property, Development and Planning

Estates – Current Capital Programme

Capital Scheme	2023/24 Budget £m	2023/24 Actual to Date £m	2023/24 Projected Outturn £m	2023/24 Projected Outturn Variation £m	Reprofiling Requested £m	Projected Variation After Reprofiling £m
Mottram Showground	0.057	0.088	0.103	0.046	-	0.046
<b>Total</b>	<b>0.057</b>	<b>0.088</b>	<b>0.103</b>	<b>0.046</b>	-	<b>0.046</b>

## Scheme Updates

Capital Scheme	Mottram Showground				RAG Rating
Project Manager	Malcolm Simister				
Whole Scheme Budget (£m)					
Prior Years	Current Year	Future Years	Total		
0.113	0.057	-	0.170		
2023/24 Budget (£m)					
Budget	Actual to Date	Projection	Variation	Reprofiling Requested	
0.057	0.088	0.103	0.046	0	
Scheme Overview and Update					
<p>The Council previously acquired a site off Stockport Road, Hattersley to facilitate the relocation of the twice yearly agricultural shows run by the Mottram and District Agricultural Society (MDAS). The site MDAS previously occupied is on the route of the proposed Mottram bypass and as such the MDAS shows could not continue to run from the site once bypass works commence. If MDAS could not be provided with a new site the shows, an established feature in the local events calendar, could not have continued.</p> <p>MDAS are looking to return to their traditional 2 shows a year events programme starting with a summer show planned for August 2024 and will need therefore access to the residue of the relocation budget beforehand to complete the site preparation works.</p> <p>Approval will be required to draw for a payment of up to £46,000 to be made toward the cost of new containers which are required to store equipment at the property, as well as the construction of the roadway and groundwork's at Mottram Show ground new site. It is proposed that this sum is resourced via the earmarked capital programme remaining budget of £46,000 that is allocated to the Mottram showground.</p>					
Key Milestones			Planned	Actual	
1. Supply and delivery of storage Containers			Apr 23	May 23	
2. Fencing costs associated with the relocation			July 23	Aug 23	
3. Installation of Roadway			Sept 23	Jan 24	

## New approval:

As part of the Mottram show relocation, approval will be required for a payment of £46,000 for installation of roadway and groundwork's at Mottram Show ground new site. It is proposed that this sum is resourced via the earmarked capital programme remaining budget of £46,000 that is allocated to the Mottram showground.

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## APPENDIX 12

Place: Property, Development and Planning

Community Safety & Homelessness – Current Capital Programme

Capital Scheme	2023/24 Budget £m	2023/24 Actual to Date £m	2023/24 Projected Outturn £m	2023/24 Projected Outturn Variation £m	Reprofiling Requested £m	Projected Variation After Reprofiling £m
Homeless Families Leasing Scheme	0.328	-	-	(0.328)	(0.328)	-
<b>Total</b>	<b>0.328</b>	<b>-</b>	<b>-</b>	<b>(0.328)</b>	<b>(0.328)</b>	<b>-</b>

### Scheme Details

<b>Capital Scheme</b>	Homeless Families Leasing Scheme			<b>RAG Rating</b>
<b>Project Manager</b>	John Hughes			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.328	-	0.328	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.328	-	-	(0.328)	(0.328)
<b>Scheme Overview and Update</b>				
<p>This funding is directed at reducing the use of Bed and Breakfast accommodation for homeless families where there are overstays of 6 weeks and is expected to be applied to 5-year leases on suitable family homes. The funding was received by the Council on 4 April 2023.</p> <p>The Council is required to use this funding to enter into leasing arrangements with housing providers for a maximum of 25 properties for a period of 5 years. This can be a range of sizes, for example 2 bed, 3 bed or 4 bed properties. The Council is expected to have the leasing arrangements in place by 31 March 2024.</p> <p>Due to significant changes in Management within the Homelessness Service, the scheme is not yet up and running. The Council is working closely with the GMCA who are monitoring the programme (500 Units across GM). GMCA has confirmed that there is likely to be some flexibility in the Grant funding agreement. GMCA have advised that properties can also be sourced from Registered Providers as well as from the Private Rented Sector. GMCA is also attempting to confirm that an extension to 31 March deadline for having leases in place will be extended.</p> <p>Executive Cabinet resolved to support the Homeless families leasing scheme in November 2023. However due to the delays in getting the project up and running, the budget for this service will need to be re-profiled in its entirety into 2024/25.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Confirm Governance			Aug 23	Aug 23
2. Communication with Private Rented Sector and Registered Providers			Jan 24	
3. Identification of Properties			March 24	
4. Leasing Process			April 24	

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## APPENDIX 13

Place: Operations & Neighbourhoods

Management & Operations – Current Capital Programme

Capital Scheme	2023/24 Budget £m	2023/24 Actual to Date £m	2023/24 Projected Outturn £m	2023/24 Projected Outturn Variation £m	Reprofiling Requested £m	Projected Variation After Reprofiling £m
Cemeteries and Crematoria	0.250	0.073	0.250	-	-	-
<b>Total</b>	<b>0.250</b>	<b>0.073</b>	<b>0.250</b>	<b>-</b>	<b>-</b>	<b>-</b>

### Scheme Details

Capital Scheme	Cemeteries & Crematoria				RAG Rating
Project Manager	Roger Greenwood				
Whole Scheme Budget (£m)					
Prior Years	Current Year	Future Years	Total		
1.772	0.250	0.478	2.500		
2023/24 Budget (£m)					
Budget	Actual to Date	Projection	Variation	Reprofiling Requested	
0.250	0.073	0.250	-	-	
Scheme Overview and Update					
<p>Replacement of Cremators and Mercury Abatement, Filtration Plant and Heat Recovery Facilities at Dukinfield Crematorium.</p> <p>Practical Completion of the cremator replacement scheme has been achieved. The retention sum payable at the end of the defects liability period has been confirmed at £0.047m which is due to be paid before the end of the 23/24 financial year.</p> <p>As previously approved, condition surveys of the chapel roof and spire are being funded from scheme contingency at a cost of £0.135m. The surveys will be concluded this financial year.</p> <p>Now that the installation of the new cremators has been completed an essential upgrade to the interface between the chapel and the crematoria is now required to accommodate bariatric coffins. Essential work to the Dias committal area requires a double doorway constructing to allow for a bariatric coffin to be transferred safely into the crematory along with a new catafalque, canopy and committal curtain, lighting, decorating and acoustics. The cost of this will be met from the remaining cremator scheme contingency.</p>					
Key Milestones			Planned	Actual	
1. Practical Completion			Nov 22	Jul 23	
2. Survey works to spire and roof			Ongoing		
3. Chapel internal works			Apr 24		

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# APPENDIX 14

## Children's Services

### Education – Current Capital Programme

Capital Scheme	2023/24 Budget £m	2023/24 Actual to Date £m	2023/24 Projected Outturn £m	2023/24 Projected Outturn Variation £m	Reprofiling Requested £m	Projected Variation After Reprofiling £m
Secondary Schools	3.110	0.470	0.901	(2.209)	(2.208)	-
Primary Schools	21.473	17.566	20.886	(0.587)	(0.588)	0.001
School Minor Works	0.297	0.033	0.186	(0.111)	(0.070)	(0.041)
Devolved Schools Capital	1.546	1.097	2.485	0.939	(0.507)	1.446
Basic Need Retention/Snagging	0.120	-	0.120	-	-	-
Unallocated School Condition Grant	0.021	-	0.000	(0.021)	(0.059)	0.038
<b>Total</b>	<b>26.567</b>	<b>19.166</b>	<b>24.577</b>	<b>(1.990)</b>	<b>(3.432)</b>	<b>1.442</b>

### Scheme Details

Secondary Schools	2023/24 Budget £m	2023/24 Actual to Date £m	2023/24 Projected Outturn £m	2023/24 Projected Outturn Variation £m	Reprofiling Requested £m	Projected Variation After Reprofiling £m
Cromwell High School (Automated Gated)	0.100	0.071	0.100	-	-	-
Cromwell High School (2021 Works)	0.002	-	0.002	-	-	-
Rayner Stephens Academy	0.613	-	0.256	(0.356)	(0.356)	-
Alder Community High	0.569	-	0.050	(0.519)	(0.519)	-
Longdendale Academy	0.650	-	-	(0.650)	(0.650)	-
St Thomas More (Intake)	0.066	-	0.066	-	-	-
All Saints Catholic School Academy	1.110	0.425	0.427	(0.683)	(0.683)	-
Audenshaw High School	-	(0.028)	-	-	-	-
<b>Total</b>	<b>3.110</b>	<b>0.470</b>	<b>0.901</b>	<b>(2.209)</b>	<b>(2.208)</b>	<b>-</b>

<b>Capital Scheme</b>	Rayner Stephens High School (Secondary Schools)			<b>RAG Rating</b>
<b>Project Manager</b>	Robert Sharpe			
<b>Whole Scheme Budget £m</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
0.081	0.613	0.616	1.310	
<b>2023/24 Budget £m</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.613	-	0.256	(0.356)	(0.356)

#### Scheme Overview and Update

##### Overview

A scheme to increase capacity from 150 to 180 places has been agreed with the school. The main objective of the proposed works is to relocate the science classrooms / laboratories back into the main school building from an unsuitable demountable block, create a fit for purpose drama space and reconfigure the dining hall and kitchen space to accommodate additional pupils.

##### Update

As previously updated the scheme had been tendered and costs had risen significantly above the budget envelope. They are working with the Planning department on a revised scheme as no further funding will be allocated to this project. The school are aware that final plans should be drawn up by the end of the 2023/24 financial year.

As a result, there will be to be a delay in the expenditure occurring and therefore, there is reprofiling of £0.356m to 2024/25.

Key Milestones	Planned	Actual
1 Finalise plans	TBC	
2 Planning submission/approval	TBC	
3 Works commence	TBC	
4 Completion	TBC	

<b>Capital Scheme</b>	Alder Community High (Secondary Schools)			<b>RAG Rating</b>
<b>Project Manager</b>	Robert Sharpe			
<b>Whole Scheme Budget £m</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
1.867	0.569	-	2.436	
<b>2023/24 Budget £m</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.569	-	0.050	(0.519)	(0.519)

#### Scheme Overview and Update

##### Overview

As part of the school's agreement to take additional pupils it was agreed that the entrance arrangements would be addressed by removing the existing canopy and creating a small, enclosed extension. This will mean pupils, staff and visitors will have a secure waiting area and can be managed more effectively and safely before entry into the body of the school.

##### Update

The Deed of Variation was taking some time to complete given the complexity of the arrangements and the number of stakeholders involved. As such, the Council have opted to proceed with a Letter of Indemnity which will provide all the necessary requirements commence works on site in a shorter time frame.

Reprofiling of £0.519m to the 2024/25 budget is requested as this scheme will move forward in the next financial year.

Key Milestones	Planned	Actual
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1 Start on site	TBC	
2 Completion	TBC	

<b>Capital Scheme</b>	Longdendale Academy (Secondary Schools)			<b>RAG Rating</b>
<b>Project Manager</b>	Robert Sharpe			
<b>Whole Scheme Budget £m</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.650	-	0.650	
<b>2023/24 Budget £m</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.650	-	-	(0.650)	(0.650)
<b>Scheme Overview and Update</b>				
<b>Overview</b>				
<p>The Stamford Park Trust have responded to the Council's request where schools wish to express an interest in establishing a resource base in a mainstream school. This is the first expression of interest from a secondary school and the SEN Team are keen to support this to expand provision for secondary age children with additional needs that can be met in a resourced provision in a mainstream school. The budget will be used to facilitate a new demountable building on the school site to cater for up to 15 children.</p>				
<b>Update</b>				
<p>The school have been through the planning process and planners are requiring additional drainage for the development. The building project company the Trust are using are indicating there is a cost increase on the overall project to around £0.863m. This is £0.213m above the allocated budget. Panel is asked to recommend to Executive cabinet the allocation of £0.134m of High Needs Capital Provision Funding to this scheme and £0.079m of S106 in 2024/25.</p>				
<p>The Trust are still planning to open the specialist resource base for September 2024.</p>				
<p>Reprofiling of £0.650m to the 2024/25 budget is requested as this scheme cannot be progressed until tenders have been received and final costs are known.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1 Planning submission			Oct 23	Oct 23
2 Grant Agreement signed off			TBC	
3 Works commence.			TBC	
4 Completion			TBC	

<b>Capital Scheme</b>	All Saints Catholic College (Secondary Schools)			<b>RAG Rating</b>
<b>Project Manager</b>	Robert Sharpe			
<b>Whole Scheme Budget £m</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
0.890	1.110	-	2.000	
<b>2023/24 Budget £m</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
1.110	0.425	0.427	(0.683)	(0.683)
<b>Scheme Overview and Update</b>				

### **Overview**

The school agreed to increase their Published Admission Number for each of three years commencing in September 2021. Works are to be completed on the sports and other facilities to support these additional places.

### **Update**

The works are being overseen by the Shrewsbury Diocese. The final phase of the work is currently being agreed. Work has been undertaken to improve fitness provision, science labs and toilets over a number of years. The last phase is to improve the outdoor sports provision. The remaining budget is significantly less than the tendered prices received for the work. In conjunction with the Capital Project Team, a meeting has been held with the Football Foundation to investigate the possibility of matched funding to increase the overall funding amount available. The school are aware that final plans need to be in place by the end of this financial year.

Reprofiling of £0.683m to the 2024/25 budget is requested as this scheme will move forward in the next financial year once the school has confirmed final plans.

<b>Key Milestones</b>	<b>Planned</b>	<b>Actual</b>
1 Planning submission	Dec 23	
2 Bid submission to Football Foundation	Feb 24	

<b>Capital Scheme</b>	Completed Secondary Schools Schemes	<b>RAG Rating</b>
<b>Project Manager</b>	None	

<b>Whole Scheme Budget £m</b>			
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>
-	0.168	-	0.168

<b>2023/24 Budget £m</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.168	0.043	0.168	-	-

### **Scheme Overview and Update**

**St Thomas More – Increase intake by 10 in 2021 and 10 further in 2023.**

**Budget Remaining – £0.066m**

Awaiting final retention invoice on the scheme.

**Cromwell High School - Works to Completed in 2021 – Budget £0.002m**

Final invoice has now been processed.

**Audenshaw High - Additional 30 places from September 2020**

Actual of (0.028) is a creditor awaiting final invoice.

**Cromwell High School – Automated Gate – Budget £0.100m**

All works complete and awaiting final invoices.

<b>Key Milestones</b>	<b>Planned</b>	<b>Actual</b>
1 Awaiting Retention/Final Invoices	Apr 24	



	2023/24 Budget	2023/24 Actual to Date	2023/24 Projected Outturn	2023/24 Projected Outturn Variation	Reprofiling Requested	Projected Variation After Reprofiling
Primary Schools	£m	£m	£m	£m	£m	£m
Hawthorns New Build	18.067	15.517	18.067	-	-	-
Hawthorns Pitches & Changing Facilities	0.200	0.032	0.200	-	-	-
Hawthorns Additional Provision 2023/24	0.720	0.684	0.720	-	-	-
Oakdale School (Internal Alterations)	0.300	0.235	0.300	-	-	-
Oakdale School (Automated Gate)	0.450	0.200	0.210	(0.240)	(0.240)	-
Broadbent Fold Primary	0.550	0.525	0.550	-	-	-
Russell Scott Primary	0.042	0.006	0.042	-	-	-
St Annes Denton Primary	0.100	-	0.050	(0.050)	(0.050)	-
Dane Bank Primary	0.063	0.063	0.063	-	-	-
Stalyhill Infants	0.003	(0.034)	0.003	-	-	-
Holy Trinity Gee Cross Primary	0.066	0.062	0.066	(0.004)	-	(0.004)
St Johns Dukinfield C of E Primary	0.119	(0.046)	0.119	-	-	-
St James C of E Primary	0.077	0.073	0.077	-	-	-
Milton St John C of E Primary	-	0.002	-	0.002	-	0.002
Corrie Primary	0.418	-	0.120	(0.298)	(0.298)	-
Micklehurst All Saints Primary	0.300	0.217	0.300	-	-	-
<b>Total</b>	<b>21.473</b>	<b>17.566</b>	<b>20.886</b>	<b>(0.587)</b>	<b>(0.588)</b>	<b>(0.001)</b>

<b>Capital Scheme</b>	Hawthorns New Build (Primary Schools)			<b>RAG Rating</b>
<b>Project Manager</b>	Robert Sharpe			
<b>Whole Scheme Budget £m</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
1.017	18.067	2.620	21.704	
<b>2023/24 Budget £m</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
18.067	15.517	18.067	-	-

#### Scheme Overview and Update

##### Overview

On 26 April 2023, Executive Cabinet considered a report on the new building for Hawthorns School. The report provided members with a progress update on the Hawthorns SEND school scheme including the latest design solution, cost plan, programme, value for money assessment and grant funding bid submission to the Football Foundation. This report sought approval to progress the scheme including the development of standard BSF Design and Build Contract with the LEP now all the final construction costs are known for the school building.

##### Update

The contract for the development has been signed and exchanged. Currently the scheme remains on programme to complete on 27 August 2024. A series of stakeholder meetings have taken place with Elected Ward Members, school staff, and the parents group. The outcome of each of these stakeholder meetings was overwhelmingly positive.

Key Milestones		Planned	Actual
1 Start on site		Apr 23	Apr 23
2 Completion		Aug 24	

Capital Scheme	Hawthorns Pitches & Changing Facilities (Primary Schools)			RAG Rating
Project Manager	Roger Greenwood/Robert Sharpe			
Whole Scheme Budget £m				
Prior Years	Current Year	Future Years	Total	
-	0.200	0.877	1.077	
2023/24 Budget £m				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.200	0.032	0.200	-	-

#### Scheme Overview and Update

##### Overview

The location of the proposed new school is the former Longdendale Playing Field, which historically was used as public open space and for the provision of four natural turf football pitches until the site became unusable in the winter months due to poor drainage. Accordingly, in order to support the planning application for the new school the provision of a 9v9 floodlit synthetic turf pitch, a full-sized natural turf pitch and basic toilet and changing accommodation was included as adequate mitigation for the loss of the area to the school footprint and the surrounding infrastructure. The provision of the new sporting facilities is supported by the Local Authorities Playing Pitch Strategy, the Football Associations Local Football Facilities Plan and the Football Foundation.

##### Update

The Council has formally accepted the Football Foundations terms and conditions of grant. The installation of the synthetic turf pitch will begin at the end of March 2024 with a 12-week installation programme. The natural turf pitch installation will begin in early April and will be completed during the summer of 2024. This will be followed by a 12-month maintenance period before the natural turf pitch can be formally put in to use. The changing room refurbishment will be concluded to coincide with the completion of the synthetic turf pitch and the opening of the new Hawthorns school at the end of August 2024.

Key Milestones		Planned	Actual
1 Start on Football Facilities		Mar 24	
2 Football Facilities to be completed		Aug 24	

Capital Scheme	Hawthorns Additional Provision (Primary Schools)			RAG Rating
Project Manager	Robert Sharpe			
Whole Scheme Budget £m				
Prior Years	Current Year	Future Years	Total	
-	0.720	-	0.720	
2023/24 Budget £m				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.720	0.684	0.720	-	-

#### Scheme Overview and Update

##### Overview

The school have procured four additional demountable classrooms that are now on site; two on the existing Lumb Lane site and two at the Samuel Laycock site. This has enabled the school to have 220 places from September 2023.

##### Update

The modular buildings are in use, however, there are some remaining works required at the Samuel Laycock site. As such final payment will not be made until the project is fully signed off.

Once the school has transferred to the new Hawthorn's building, the demountables will be sold and the funding generated will be returned to Tameside Council and reallocated to future high needs projects in line with the SEN Sufficiency Strategy. The final grant agreement payment to the school is required.

Key Milestones	Planned	Actual
1 Demountable classrooms on site	Sep 23	Sep 23

Capital Scheme	Oakdale School (Primary Schools)			RAG Rating
Project Manager	Robert Sharpe			
Whole Scheme Budget £m				
Prior Years	Current Year	Future Years	Total	
-	0.300	-	0.300	
2023/24 Budget £m				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.300	0.235	0.300	-	-
Scheme Overview and Update				

#### Overview

Internal remodelling of the schools to provide accommodation for anticipated additional pupils. It is forecast that the school will need to take 14 more pupils by September 2025 which will require two new classrooms.

#### Update

The works have been phased in line with current governance. Both phases have been completed. The school are happy with the works and are happy with the December completion as their target date was a completion before the Christmas school holidays. Some snagging still remains and the contractor is undertaking some additional works for the school at nil cost.

Key Milestones	Planned	Actual
1 Phase 1 Completion	Aug 23	Aug 23
2 Phase 2 Completion	Nov 23	Dec 23

Capital Scheme	Oakdale School (Primary Schools)			RAG Rating
Project Manager	Robert Sharpe			
Whole Scheme Budget £m				
Prior Years	Current Year	Future Years	Total	
-	0.450	-	0.450	
2023/24 Budget £m				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.450	0.200	0.210	(0.240)	(0.240)
Scheme Overview and Update				

#### Overview

Replacement fire alarm system and fire stopping works.

#### Update

Due to the different packages of works being undertaken the scheme has been split into two. The fire alarm has been completed on schedule in October 2023.

The risk has been upgraded to medium for firestopping works as the multiple rounds of procurement cycles have been unsuccessful in finding a contractor to carry out the works. Due to the further procurement exercises needing to be undertaken the likelihood is that these works will be commenced and completed in the new financial year. Therefore, budget of £0.240m is to be reprofiled in to 2024/25.

Key Milestones	Planned	Actual
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1 Fire alarm completion 2 Fire Stopping	Oct 23 May 24	Oct 23
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<b>Capital Scheme</b>	Russell Scott (Primary Schools)			<b>RAG Rating</b>
<b>Project Manager</b>	Robert Sharpe			
<b>Whole Scheme Budget £m</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.042	-	0.042	
<b>2023/24 Budget £m</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.042	0.006	0.042	-	-
<b>Scheme Overview and Update</b>				
<b>Overview</b> Funding for emergency works pending the rebuild of the new school.				
<b>Update</b> Due to health and safety reasons, the temporary heras fence line between the playing field and the playground has been replaced by a permanent fence line. The cost of these works was £0.006m.  The surface to the pathway was built with a gradient which allowed water to pool significantly on the footpath and there was insufficient drainage to mitigate the surface water build up. Works have been completed to add a top layer to the footpath to improve surface water run-off and allow the drains to be sunk to allow easier water flow into the drains. The costs of these works was £0.004m.				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1 Fencing works 2 Footway resurfacing 3 Further works			Sept 23 Oct 23 TBC	Sept 23 Oct 23

<b>Capital Scheme</b>	St Annes Denton Primary (Primary Schools)			<b>RAG Rating</b>
<b>Project Manager</b>	Robert Sharpe			
<b>Whole Scheme Budget £m</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
0.017	0.100	0.410	0.527	
<b>2023/24 Budget £m</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.100	-	0.050	(0.050)	(0.050)
<b>Scheme Overview and Update</b>				
<b>Overview</b> Creation of a secure front entrance to resolve a long-standing safeguarding and disabled access problem.				
<b>Update</b> Scheme requires redesign in order to achieve delivery within existing budget approval. The school have confirmed they will contribute a sum of £0.137m which is included in the current budget amount.  Reprofiling of £0.050m to the 2024/25 budget as the Capital Projects Team are awaiting a re-design of the secure entrance to reduce the cost to within the original budget. This leaves a remaining budget of £0.050m in 2023/24 for any potential redesign costs. It is not likely that the full scope of works will commence in the 2023/24 financial year.				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1 Plans agreed 2 Start on site 3 Completion			TBC TBC TBC	

<b>Capital Scheme</b>	Completed Primary Schools Schemes			<b>RAG Rating</b>
<b>Project Manager</b>	None			
<b>Whole Scheme Budget £m</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.879	-	0.879	
<b>2023/24 Budget £m</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.879	0.645	0.877	(0.002)	-
<b>Scheme Overview and Update</b>				
<b>Broadbent Fold - Electrical rewire and asbestos removal – Budget £0.550m</b> All work has now been completed and formally handed over to the school.				
<b>Dane Bank – Resource Base for 10 Pupils – Budget £0.063m</b> The scheme to create a new resource base at the school is complete and pupils have been phased into the new provision over the autumn term.				
<b>Holy Trinity Gee Cross Primary – Gable end/roof works – Budget Remaining £0.066m</b> All works were completed over the May half term and £0.004m is remaining in the budget. Panel is asked to recommend to Executive Cabinet that £0.004m is returned to the unallocated School Condition fund.				
<b>Stalyhill Infants – Drainage Works – Budget Remaining £0.003m</b> All works have been completed.				
<b>St Johns Dukinfield C of E Primary – Budget Remaining £0.119m</b> The remaining amount is for retention and the final external works have now been completed.				
<b>St James C of E Primary – Resource Base for 10 pupils – Budget £0.077m</b> Work on the resource base is complete.				
<b>Works to Milton St Johns Completed in 2022</b> Works at Milton St Johns were completed in December 2022. The invoice has recently become due and requires payment at a value of £0.002m with the cost being met from the School Condition budget.				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1 N/A				

<b>Capital Scheme</b>	Micklehurst All Saints Primary (Primary Schools)			<b>RAG Rating</b>
<b>Project Manager</b>	Robert Sharpe			
<b>Whole Scheme Budget £m</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.300	-	0.300	
<b>2023/24 Budget £m</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.300	0.217	0.300	-	-
<b>Scheme Overview and Update</b>				

**Overview**

Due to recurrent leaks to various areas of the roof and the school in jeopardy of closing due to health and safety related issues, a full roof survey was undertaken. This highlighted that parts of the roof structure were rotten and in need of urgent replacement and that 4 out of the 9 roofs needed additional works.

**Update**

Due to inclement weather and persistent rain the completion date was pushed back from December to January as the weather conditions continued. The roofing works have now been completed.

Key Milestones	Planned	Actual
1 Start on site	Jul 23	Jul 23
2 Completion	Dec 23	Jan 24

Capital Scheme	Corrie Primary (Primary Schools)			RAG Rating
Project Manager	Robert Sharpe			
Whole Scheme Budget £m				
Prior Years	Current Year	Future Years	Total	
-	0.418	-	0.418	
2023/24 Budget £m				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.418	-	0.120	(0.298)	(0.298)
Scheme Overview and Update				

**Overview**

A condition survey undertaken at Corrie Primary & Infants School has confirmed that the roof over the infant's block has reached the end of its design life and requires replacement. The scheme will be delivered in two phases.

**Update**

Scaffolding has been completed and roofing works have commenced on the 29 January 2024. The works are expected to take 14 weeks to complete and expected completion in May 2024. This date is weather dependent as a significant portion of the roofing works can not be undertaken in wet weather. Therefore, budget of £0.298m is to be re-profiled in to 2024/25.

Key Milestones	Planned	Actual
1 Start on site	Jan 24	Jan 24
2 Completion	May 24	

<b>Capital Scheme</b>	Schools Minor Works			<b>RAG Rating</b>
<b>Project Manager</b>	Robert Sharpe			
<b>Whole Scheme Budget £m</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.297	0.012	0.309	
<b>2023/24 Budget £m</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.297	0.033	0.186	(0.111)	(0.070)
<b>Scheme Overview and Update</b>				
<b>Asbestos Management Surveys – Budget £0.041m</b>				
All Asbestos surveys have been undertaken in previous years and it is proposed that £0.041m is returned to the unallocated School Condition funding stream.				
<b>Condition Surveys – Budget £0.044m</b>				
Over the next 5 years, schools which continue to fall under the Councils responsibility, will have an updated condition survey undertaken to enable the council to continually assess their condition. The first tranche of schools have been completed in October half term. The surveys will be used to inform next year's investment programme.				
<b>School Condition Related Works Contingency – Budget £0.140m</b>				
A contingency allocation of £0.150m is allocated for the financial year 2023/24. This is to cover unforeseen, and emergency works that may arise during the year. RAAC surveys were required to be carried out at 4 schools in the borough, at a cost of £0.006m. A further RAAC survey was required at Stalyhill Infants at a cost of £0.002m. Radon meters also need to be installed to monitor Radon gas levels in 6 schools at a cost of £0.003m. The contingency budget now stands at £0.140m, which is available to spend on emergency works in 2023/24. Any unspent contingency will be carried forward in to 2024/25.				
<b>Reinforced Autoclaved Aerated Concrete (RAAC) – Budget £0.008m</b>				
In August 2023, the DFE notified the Council that four schools in the borough needed further investigation/checking. All investigations have now been completed and surveyors confirmed there is no RAAC present in any of the identified schools. The cost of the surveys totalled £0.008m. The DFE has been notified and updated. The council is in communication with the DFE to understand whether any of the costs incurred can be reclaimed from the DFE.				
<b>Radon Meters – Budget £0.003m</b>				
Health and safety executive states that buildings should be checked every 10 years to ensure the Radon gas level threshold is not exceeded. 6 schools have been identified and require Radon meters to be installed to monitor gas level. Once installed the Radon meters will be sent back to the UK Health Security Agency to analyse the data. An update will be provided at the next SPCMP meeting.				
<b>Structural Engineers Fees – Budget £0.005m</b>				
As and when required.				
<b>Project Management Fees – Budget £0.045m</b>				
An allocation of £45,000 for TMBC project management costs in relation to SCA schemes was approved at March 2023 Panel and Cabinet for 2023/24. This will be allocated against relevant schemes throughout the year.				
<b>Education Place Planning – Budget £0.012m</b>				
Modelling framework for pupil forecasting 2023/24.				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1 N/A				



<b>Capital Scheme</b>	Basic Need Retention/Snagging			<b>RAG Rating</b>
<b>Project Manager</b>	Robert Sharpe			
<b>Whole Scheme Budget £m</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.120	-	0.120	
<b>2023/24 Budget £m</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.120	-	0.120	-	-
<b>Scheme Overview and Update</b>				
<b>Overview</b>				
Centrally held budget for retention on two completed schemes, Thomas Ashton and Aldwyn Primary School. The budget will be allocated to the individual schools once the retention invoices are received.				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1 N/A				

<b>Capital Scheme</b>	Devolved Schools Capital			<b>RAG Rating</b>
<b>Project Manager</b>				
<b>Whole Scheme Budget £m</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	1.546	-	1.546	
<b>2023/24 Budget £m</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
1.546	1.097	2.485	0.939	(0.507)
<b>Scheme Overview and Update</b>				
<b>Overview</b>				
Devolved Formula Capital is provided to schools from the DfE to maintain their buildings and fund small-scale capital projects that meet their own priorities. Schools arrange these works directly. An exercise with schools has been completed to establish commitments against this funding and as a result £0.507m is to be re-profiled into 2024/25.				
Schools may undertake their own capital projects which they fund from revenue (as a revenue contribution to capital). It is proposed that £0.559m is added to the capital programme.				
A new funding stream for schools, Connect the Classroom, has been introduced to improve internet speed in schools. Tameside maintained schools have been successful in further bids and been granted an additional £0.880m to upgrade their networks in 2023/24. It is proposed that this is added to the capital programme.				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1 N/A				

<b>Unallocated Funding Stream</b>	<b>2023/24 Budget £m</b>	<b>Proposed Changes £m</b>	<b>Future Years Budget £m</b>	<b>Total £m</b>
Basic Need	-	-	1.880	1.880
High Needs	-	-	1.674	1.674
School Condition	0.021	0.096	-	0.117
Developer Contribution	-	-	0.035	0.035
2-Year-Old Entitlement	-	-	0.155	0.155
<b>Total</b>	<b>0.021</b>	<b>0.096</b>	<b>3.744</b>	<b>3.861</b>



<b>Changes Required</b>	<b>Narrative</b>	<b>Funded By</b>	<b>Amount £m</b>
Milton St Johns	Additional funding for outstanding costs.	School Condition	0.002
Asbestos Surveys	All Asbestos surveys have been undertaken in previous years.	School Condition	(0.041)
Unallocated School Condition Funding	Additional funding for Milton St Johns.	School Condition	(0.002)
Unallocated School Condition Funding	Funding returned from Asbestos surveys and to be reprofiled to 2024/25.	School Condition	0.041
Unallocated School Condition Funding	Funding returned from completed decarbonisation schemes and to be reprofiled to 2024/25.	School Condition	0.047
Devolved Formula Capital Projects	Devolved Formula Capital funded projects by schools.	School Funded	0.008
Direct Revenue Funded Projects	Revenue funded projects by schools.	School Funded	0.559
Connect the Classroom Projects	Connect the Classroom funded projects by schools to improve internet speed in schools.	School Funded	0.880
Childcare Expansion Grant	New grant funding to support the roll-out of early entitlement places from April 2024. This is to be added to the capital programme in 2024/25.	Childcare Expansion Grant	0.552
Musical Instruments Purchases Grant	New grant funding to purchase new musical instruments for the Music Service to be added to the capital programme of £0.119m and to be profiled 90% in 2024/25 (0.107m) and 10% in 2025/26 (0.012m).	Musical Instruments Purchases Grant	0.119
Longdendale High School	Increased costs on the resource base.	High Needs	0.134
Longdendale High School	S106 contribution towards the resource base.	S106	0.079
<b>Total</b>			<b>2.378</b>

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# APPENDIX 15

## Children: Children's Social Care

### Children's Social Care – Current Capital Programme

Capital Scheme	2023/24 Budget £m	2023/24 Actual to Date £m	2023/24 Projected Outturn £m	2023/24 Projected Outturn Variation £m	Reprofiling Requested £m	Projected Variation After Reprofiling £m
Respite Unit	0.367	0.000	0.000	(0.367)	(0.367)	(0.000)
Boyd's Walk	0.767	0.222	0.265	(0.502)	(0.502)	(0.000)
Family Hubs	0.100	0.000	0.100	(0.000)	0.000	(0.000)
<b>Total</b>	<b>1.234</b>	<b>0.222</b>	<b>0.365</b>	<b>(0.869)</b>	<b>(0.869)</b>	<b>0.000</b>

#### Scheme Details

Capital Scheme	Respite Unit				RAG Rating
Project Manager	Alison Montgomery / Mark Love				
Whole Scheme Budget (£m)					
Prior Years	Current Year	Future Years	Total		
0.000	0.367	-	0.367		
2023/24 Budget (£m)					
Budget	Actual to Date	Projection	Variation	Reprofiling Requested	
0.367	0.000	0.000	(0.367)	(0.367)	
Scheme Overview and Update					
<p>Funding allocated in order to support the purchase of a respite property to support children with disabilities or at the edge of care and their families or carers.</p> <p>The design of the new Children's Respite Unit, to replace the unit situated on Boyds Walk in Dukinfield is progressing and is currently at stage 3. The planning pre application process has been concluded. The design of the centre has included a period of value engineering which has slowed progress. This slowdown has resulted in the need to slip unspent budget from 2023/24 to 2024/25.</p>					
Key Milestones			Planned	Actual	
1. RIBA Stage 3 sign-off 2. Planning Application submission 3. Contract award			29/03/2024 13/05/2024 29/07/2024		

Capital Scheme	Boyds Walk				RAG Rating
Project Manager	Alison Montgomery / Mark Love				
Whole Scheme Budget (£m)					
Prior Years	Current Year	Future Years	Total		
0.43	0.767	2.454	3.265		
2023/24 Budget (£m)					
Budget	Actual to Date	Projection	Variation	Reprofiling Requested	
0.767	0.222	0.265	(0.502)	(0.502)	

### Scheme Overview and Update

Boyds Walk is Children’s Home for children with disabilities requiring long term and short-term care. The property from which the service operates is not fit for purpose. The property has significant health and safety, safeguarding and Children’s Home Regulation deficiencies and Ofsted, Fire Service and Children’s Services senior management are all of the same opinion that an urgent replacement is required. An Executive Cabinet was approved at the 26th October 2022 meeting that recommends a new build replacement for Boyds Walk on the former Flowery Field Infant School vacant site. A bid to the DFE Children’s Home Capital Programme funding opportunity was successful (50% of estimated capital cost and a Grant Offer Letter has been signed for £1.600m). The start of the project was delayed due to the DFE requirement for formal consultation on the appropriation of land (former Infant School site). The decision to approve the appropriation of land for an alternate use has now been agreed by the Minister. RIBA Stage 3 has recently been completed and at this early stage, the project is anticipated to be approx. £0.500m over budget. The main reasons for this are a small increase in the gross internal floor area, soft market testing of market of the mechanical and electrical works required coming back significantly higher than first estimated and the requirement to have a sub-station to accommodate the new capacity brought by the scheme. Early value engineering has been undertaken during stage 2/3 and the current cost of the project includes risk and inflation contingencies, which may be taken out as the project moves through its RIBA stages. Further value engineering is taking place, especially for mechanical and electrical works, in order to manage cost within the original funding envelope. This slowdown has resulted in the need to slip unspent budget from 2023/24 to 2024/25.

Key Milestones	Planned	Actual
1. RIBA Stage 3 sign-off	29/03/2024	
2. Planning Application submission	13/05/2024	
3. Contract award	29/07/2024	

<b>Capital Scheme</b>	Unallocated Short Breaks			<b>RAG Rating</b>
<b>Project Manager</b>	Alison Montgomery			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
0.000		0.088	0.088	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.000	0.000	0.000	0.000	0.000
<b>Scheme Overview and Update</b>				
The funding is intended to be used for home adaptations for children in care with disabilities, including for foster carers, and specialist equipment.				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1.				
2.				
3.				

<b>Capital Scheme</b>	Family Hubs			<b>RAG Rating</b>
<b>Project Manager</b>	Faye Edwards / Emma Lewis			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
N/A	0.100	0.070	0.170	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.100	0.000	0.100	-	-
<b>Scheme Overview and Update</b>				
<p>In May 2022, Tameside Council was one of seventy-five local authorities identified to receive a £169,700 share of the £301.750 million to implement the Family Hubs and Best Start for Life Programme in the years 2022-25.</p> <p>The Family Hubs and Start for Life Programme is a jointly overseen by the Department for Education (DfE) and the Department of Health and Social Care (DHSC) with funding allocated for October 2022 to March 2025. There is an expectation that local authorities meet all the requirements of the Family Hubs and Start for Life programme by 31st March 2025.</p> <p>Family hubs are a way of joining up locally and bringing existing family help services together to improve access to services, connections between families, professionals, services, and providers, and putting relationships at the heart of family help. Family Hubs bring together services for families with children of all ages (0-19) or up to 25 with special educational needs and disabilities (SEND), with a great Start for Life offer at their core. They can include hub buildings and virtual offers. How services are delivered varies from place to place, but the following principles are key to the family hub model:</p> <ul style="list-style-type: none"> <li>• More accessible – through clearly branded and communicated hub buildings, virtual offers and outreach.</li> <li>• Better connected – family hubs drive progress on joining up professionals, services and providers (state, private, voluntary) – through co-location, data sharing, shared outcomes and governance. Moving from services organised for under-fives, to families with children of all ages, reduces fragmentation (even though an emphasis on early years and the ‘Start for Life’ offer will remain).</li> <li>• Relationship-centered – practice in a family hub builds on family strengths and looksto improve family relationships to address underlying issues.</li> </ul> <p>The Tameside Family Hub model is well under way utilising revenue grant funding from the Department for Education to provide a new updated model of providing support to Tameside families. The new capital investment in the Family Hubs and Best Start for Life Programme will be used to support our Family Hubs to have stable IT infrastructure so that our workforce and partners are able to have good reliable connectivity. The capital spending will also enable bringing in IT equipment into Family Hubs for families to use to access websites such as the Local Offer or Children's services pages. Some capital funding will be used to repair our outdoor areas to support with the delivery of early years sessions externally. In addition, our family hubs will be re-branded with new signs at our hub and spoke locations</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. IT works completed			March 2024	March 2024
2. Family Hub building adaptations			March 2024	
3.				

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# APPENDIX 16

## Adults Social Care

### Adults – Current Capital Programme

Capital Scheme	2023/24 Budget £m	2023/24 Actual to Date £m	2023/24 Projected Outturn £m	2023/24 Projected Outturn Variation £m	Reprofiling Requested £m	Projected Variation After Reprofiling £m
Disabled Facilities Grant	2.394	1.532	2.329	(0.065)	(0.065)	-
Housing Assistance	0.007	0.007	0.007	-	-	-
Moving with Dignity	0.107	0.058	0.071	(0.036)	(0.036)	-
Disability Assessment Centre	0.002	-	0.002	-	-	-
Occupational Therapist-Equipment Review	0.015	0.005	0.018	0.003	0.003	-
Existing Accommodation Options Stock	0.130	0.005	0.080	(0.050)	(0.050)	-
Accommodation-Grosvenor St/Police Station	0.390	-	0.235	(0.155)	(0.155)	-
Environmental Occupational Therapist	0.015	-	-	(0.015)	(0.015)	-
Extra Care Assistive Technology	0.191	0.255	0.304	0.113	0.113	-
Capacity within Housing Adaptions Team	0.058	-	0.017	(0.041)	(0.041)	-
Care Home Beds	0.258	-	0.180	(0.078)	(0.078)	-
Community support- Living well at home	0.025	0.025	0.025	-	-	-
Loxley House	0.080	-	-	(0.080)	(0.080)	-
IT System Upgrade	0.216	0.008	0.216	-	-	-
Autism	0.005	-	-	(0.005)	(0.005)	-
Changing Places	0.040	-	0.040	-	-	-
<b>Total</b>	<b>3.933</b>	<b>1.895</b>	<b>3.524</b>	<b>(0.409)</b>	<b>(0.409)</b>	<b>-</b>

## Scheme Details

Capital Scheme	Disabled Facilities Grant (Adaptations)			RAG Rating
Project Manager	Jim Davies			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
N/A	2.394	0.704	3.098	
2023/24 Budget (£m)				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
2.394	1.532	2.329	(0.065)	(0.065)
Scheme Overview and Update				
<p>The Department of Health and Social Care awarded the £2.849m for 2023/24. An additional national allocation of £102m as part of the “Next steps to put people at the Heart of Care” was announced during the 2023 summer period, £50m for 2023/24 and £52m for 2024/25. An additional grant award from this allocation to the Council was £0.249m in the current year. This allocation is generally for DFG but may also be used towards wider social care capital projects. Recruitment to the agreed additional posts within Housing Adaptations is underway. One new surveyor has been appointed following two advertising opportunities. An advert for the second surveyor post has been open over the holiday period and 3 potential candidates have responded. Evaluation of these is under way.</p> <p>Advert for the Assistant Business Support Officer resulted in two applications. Both candidates have been interviewed, the post has been offered subject to HR checks. Once complete a start date can be arranged.</p> <p>Advert for the Case Officers has resulted in 13 applications and the evaluation of these is under way.</p> <p>The number of referrals received from Occupational Therapists over the last two months has increased which has meant a rise in the waiting list for allocation of work.</p>				
Key Milestones			Planned	Actual
1. The DFG work is very much “Business as Usual” and is ongoing work.			31/03/2024	31/03/2024
2. The Housing Adaptations Team will continue to receive and process referrals from Adults and Children’s Services throughout the year			31/03/2024	31/03/2024
3. Continue to recruit to the additional capacity funded to support the volume of work coming to the teams to aid speedier responses and support timely support solutions to help people remain in their own homes			31/03/2024	31/03/2024
Capital Scheme	Housing Assistance			RAG Rating
Project Manager	Jim Davies			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
	0.007	0.149	0.156	
2023/24 Budget (£m)				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.007	0.007	0.007	-	-
Scheme Overview and Update				
<p>Housing Financial Assistance Policy refers to home repair assistance and stay put grants to help people maintain their homes. There is no further update at this stage due to current capacity issues within the existing team. Work in this area will rely on the recruitment of a new Technical Officer/</p>				



Surveyor to replace the retiree and recruitment of a fourth to increase capacity in the team. A recent advert for two surveyor posts in the team attracted only one applicant. One post has been filled as noted above. A re advertisement for the second post has resulted in three potential applicants and these are currently being evaluated.

The number of referrals currently being received will require a focus on Adaptations.

Key Milestones	Planned	Actual
1. Recruitment of new Surveyor is key to this area of work Short listing of current advert is underway. If a suitable candidate isn't found. There will need to be a further recruitment drive to try to recruit to the post. Which will delay the commencement of works into the next financial year.	04/2024	06/2024

Capital Scheme	Moving with Dignity			RAG Rating
Project Manager	Julie Seel			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
	0.107	0.121	0.228	
2023/24 Budget (£m)				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.107	0.058	0.071	(0.036)	(0.036)

The Moving with Dignity team continues to work closely with NHS colleagues both in acute services and intermediate care services, in order to promote and embed this practice. Work is also ongoing to ensure the wider education of the benefits of single handed care. There is the requirement for an extension of the moving with dignity posts for a further 3-year period funded via the Disability Facilities Grant, this would ensure the continued progress of the project, in order to support new home care providers.

The Moving with Dignity team and Commissioning team are working together with the intermediate care facility, Stamford unit and acute wards, they have met with the lead for manual handling across the Intermediate Care Foundation Trust (ICFT) and have agreed that training will be delivered to ICFT Occupational Therapists to ensure consistency and safety.

A lower level non-complex equipment store has been established which is based within one of the living well at home providers building which all living well at home providers can access. The trusted assessor model has now been implemented across the homecare providers for all manual handling and single-handed care and providers are able to carry out their own risk assessments. The Hospital Acute and Stamford unit (intermediate care) OT's are still to fully complete the SHC training. They have had some staffing issues which has slowed down the process, however they are very keen to continue with this trajectory and meet the March target.

Nine gantry hoists have been purchased which will be used to support implementing Single Handed Care for those service users who require hoisting. These will be installed whilst awaiting Disabled Facilities Grant funded Ceiling track hoists/permanent gantry hoists. This would allow a Package Of Care to be reduced 12-16 weeks earlier. In time the Acute OT's will assess for SHC and people can be discharged with one of these gantries, allowing SHC from day of discharge and therefore never needing to use multiple carers from day one.

The OT's who are part of Adult Services core team are now completing standard manual handling assessments and gaining confidence and competency with support from the Moving with Dignity Team to assess for SHC themselves. This has supported the reduction of waiting times for assessment and reduced duplication of work

Key Milestones	Planned	Actual
1. Allocation of manual handling cases within 5 days of referral	03/2024	03/2024
2. ICFT OTs to complete Single Handed Care training	03/2024	03/2024
3. Trusted assessor model embedded within all four neighbourhood teams	03/2024	03/2024
4. Extension of moving with dignity team posts for a further 3 years	4/2024	4/2024 – 3/2027

Capital Scheme	Disability Assessment Centre			RAG Rating
Project Manager	Jim Davies			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
-	0.002	0.248	0.250	
2023/24 Budget (£m)				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.002	-	0.002	-	-
Scheme Overview and Update				
<p>The budget of £0.250m remains allocated to this project. Adult Services continues to work with the Place Directorate and partner agencies in exploring a potential site. This is in the early stages of discussion and scoping is taking place via the strategic estate group, looking at a potential site which has been identified. Further updates will be provided at the next capital report.</p> <p>Within the premises, areas will be dedicated to represent the rooms within a typical normal domestic property. Space will be provided for staff to work when not carrying out assessments. The rooms will be set up with equipment typical for many domestic scenarios – bathroom, bedroom, kitchen, etc. Residents will come to the assessment centre to view and try out the equipment in order to be assessed and to help them make informed decisions about what they need to remain independent.</p>				
Key Milestones			Planned	Actual
1 On going liaison with estates to establish accommodation.			31/03/2024	31/03/2024
2.				
3.				

Capital Scheme	Occupational Therapist - Equipment Review			RAG Rating
Project Manager	Jim Davies and Julie Dean			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
-	0.015	0.031	0.046	
2023/24 Budget (£m)				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.015	0.005	0.018	0.003	0.003
Scheme Overview and Update				
<p>A sum of £0.046m has been allocated to support a review of equipment. The post will be financed via the Council's annual Disabled Facilities Grant allocation in 2024/25 if it is required for an extended period following the review that is due to be undertaken in the current financial year. Recruitment complete and post filled. Work is underway in this area. There are currently 380 reviews which need to take place. The OT in post is underway with the review process.</p>				
Key Milestones			Planned	Actual
1. OT appointed into Housing Adaptations role.			31/12/2023	08/01/2024
2. Review process started			8/1/24	
3.				

Capital Scheme	Existing Accommodation Options Group Stock	RAG Rating
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<b>Project Manager</b>	Adam Lomas			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
0	0.130	0.090	0.220	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.130	0.005	0.080	(0.050)	(0.050)
<b>Scheme Overview and Update</b>				
<p>To provide a range of adaptations to identified properties as part of the review of existing stock. A total budget of £0.220m has been allocated.</p> <p>A schedule and costings for work at Charnwood Avenue, Denton have been received. The Housing and Adaptations team are working with the landlord for works to be completed.</p> <p>Further work is required at Sandy Bank Avenue, due to the fencing needing to be made higher, once the costings for this work has been received the work will commence.</p> <p>Leesway, fire adaption work has been completed.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Charnwood Avenue works costed and agreed			01/2024	01/2024
2. Charnwood Avenue Development plans in place for work to be completed. Work needs to be tendered in order to commence scheduled works.			03/2024	03/2024
3. Oak Walk costings required work to commence on soundproofing work			03/2024	03/2024
4. Leesway fire adaption work completed			31/10/2023	31/10/2023
5. Sandybank requires costings for work and work to commence			03/2024	03/2024

<b>Capital Scheme</b>	Accommodation - Grosvenor St/Police Station			<b>RAG Rating</b>
<b>Project Manager</b>	Adam Lomas			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.390	-	0.390	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.390	-	0.235	(0.155)	(0.155)
<b>Scheme Overview and Update</b>				
<p>The development of two new schemes in Stalybridge in partnership with Great Places Registered Housing Provider and in line with the Councils Housing Strategy 2021 – 2026. A sum of £0.390m has been allocated in 2023/24 to finance service user adaptations required at both properties.</p> <p>All works for the build schedule at the site of the former Stalybridge Police Station are scheduled to be complete by summer 2024 (2024/25 financial year).</p> <p>All works for the build schedule at the site on Grosvenor Street are scheduled to be completed by Autumn 2024 (2024/25 financial year).</p> <p>Grant Agreements are being drafted for the agreed contribution payable by the Council within the capital programme for the necessary adaptations to support the needs of the residents. Meetings have also taken place with Greater Places to arrange the schedule of payments which are subject to final agreement.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
<b>Grosvenor Street</b>				
1. Staff tendering in process			04/2024	04/2024
2. Allocation planning from Mental Health Teams on-going			31/03/2024	31/03/2024
3. Transitions meetings			01/24 - 03/2025	01/2024- 03/2025

4. Stage 1 Graded move into the flats	09/2024 - 11/2024	09/2024-11/2024
5. Stage 2. Graded move into the flats	11/2024 - 01/2025	11/2024-01/2025
6. Stage 3 Final stage of flats being occupied	01/2025 - 03/2025	01/2025-03/2025
7. Grant agreement	01/2024	01/2024
8. Management agreement	03/2024	03/2024
<b>Police Station</b>		
1. Allocation from existing properties/Accommodation options group on-going	31/03/2024	31/03/2024
2. Transitions meetings	01/2024 - 01/2025	01/2024-01/2025
3. Stage 1 Graded move into the flats	06/2024 - 09/2024	06/2024-09/2024
4. Stage 2 Graded move into the flats	09/2024 - 11/2024	09/2024-11/2024
5. Stage 3 Final stage of flats being occupied	11/2024 - 01/2025	11/2024-01/2025
6. Grant agreement	01/2024	01/2024
7. Management agreement	03/2024	03/2024

<b>Capital Scheme</b>	Environmental Occupational Therapist			<b>RAG Rating</b>
<b>Project Manager</b>	Julie Dean and Adam Lomas			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.015	0.034	0.049	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.015	-	-	(0.015)	(0.015)
<b>Scheme Overview and Update</b>				
<p>To ensure the goals outlined in the Housing Strategy 2012 – 2026 are delivered, a sum of £0.049m to finance an Environmental Assessment Officer post has been allocated for 2023/24. The post will be financed via the Council's annual Disabled Facilities Grant allocation from 2024/25 if it is required for an extended period beyond the current financial year. The post will support the Homes for All team, supporting the residents of Tameside to live well at home. There would be timely OT assessments to ensure that either new properties or existing properties have the necessary aids and adaptations to help people to live at home. The OT would work as part of the resettlement programme to support with the necessary assessments for those individuals who want to return to live within the borough who are currently in out of borough placements.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Appointment of OT to Homes for All recruitment in progress.			31/3/2024	
2.				
3.				

<b>Capital Scheme</b>	Extra Care Assistive Technology			<b>RAG Rating</b>
<b>Project Manager</b>	Sean Lawton			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.191	0.459	0.650	
<b>2023/24 Budget (£m)</b>				

Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.191	0.255	0.304	0.113	0.113
Scheme Overview and Update				
Replacement of the Community Response Service analogue system via an agreed procurement process working in collaboration with the Council's IT Service. A sum of £0.650m has been allocated. Up to 19/01/2024 there have been 2051 IP units fitted, with a further 649 to complete.				
Key Milestones			Planned	Actual
1. Ongoing work scheduled for IP units to be fitted			03/2024	03/2024

Capital Scheme	Capacity within Housing Adaptations Team			RAG Rating
Project Manager	Jim Davies			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
-	0.058	0.160	0.218	
2023/24 Budget (£m)				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.058	-	0.017	(0.041)	(0.041)
Scheme Overview and Update				
A sum of £0.218m has been allocated to finance five posts that will support the backlog of assessments and adaptations within the Housing Adaptations Team. The additional posts were approved on a recurrent basis. The posts will be financed via the Council's annual Disabled Facilities Grant allocation from 2024/25. Recruitment has commenced for the additional posts within the team. One Surveyor post has been recruited into who commenced in post January 2024. The further surveyor post has been out to advert, shortlisting is progressing. This post may not be recruited to by the end of March. Business administration post interview has taken place 23/01/23, the post has been offered subject to HR checks. The 3 case worker post have been shortlisted, pending interview.				
Key Milestones			Planned	Actual
1. Recruitment is under way for Surveyor			02/01/2024	31/03/2024
2. Recruitment of remaining staff			31/03/2024	31/03/2024
3.				

Capital Scheme	Care Home Beds			RAG Rating
Project Manager	Tim Wilde			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
-	0.258	0	0.258	
2023/24 Budget (£m)				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.258	-	0.180	(0.078)	(0.078)
Scheme Overview and Update				
A sum of £0.258m has been allocated to purchase 496 suitable profiling beds for care homes across the borough to allow an efficient transition from hospital to home. The number of required beds has been identified, HC One have confirmed they want to be part of the scheme, have requested they will use their own provider, an agreement is being worked out with the commissioning team for the money to be transferred in order for the beds to be purchased. Plans are also in place to provide beds across the rest of the sector. As of the 11 January 2024 a total of 157 beds and 115 mattresses have been delivered to the care homes (at a cost of £84,860). A PO has been raised so the provider can invoice for this				

amount. The programme is on track to deliver the beds/mattresses (or provide funds for the care homes to purchase their own/beds mattresses) in line with the overall grant value.

Key Milestones	Planned	Actual
1. Completion of the full audit of 34 care homes	9/2023	9/2023
2. Agree final numbers with care homes – includes paying for existing beds in situ, and provision of new beds	10/2023	10/2023
3. Agree roll-out with the local equipment provider	10/2023 11/2023 –	
4. Delivery of beds to care homes	02/2024	02/2024

Capital Scheme	Community support – Living well at home			RAG Rating
Project Manager	Dave Wilson			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
-	0.025m	0.003m	0.028m	
2023/24 Budget (£m)				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.025m	0.025m	0.025m	-	-
Scheme Overview and Update				
<p>A sum of £0.025m has been allocated in 2023/24 to purchase a range of equipment to support providers to free up workforce capacity across support at home by purchasing gantries and lifting equipment which will potentially reduce ambulance call outs and hospital admissions.</p> <p><b>Lifting equipment</b> -This element of the project is now complete.  <b>Gantries</b>- The purchase of the gantries is not yet complete, however the issues around the storage, servicing and delivery of the gantries are now resolved</p>				
Key Milestones		Planned	Actual	
1. Project completed		06/2023	06/2023	

Capital Scheme	Loxley House			RAG Rating
Project Manager	Janine Byron			
Whole Scheme Budget (£m)				
Prior Years	Current Year	Future Years	Total	
-	0.080	-	0.080	
2023/24 Budget (£m)				
Budget	Actual to Date	Projection	Variation	Reprofiling Requested
0.080	-	-	(0.080)	(0.080)
Scheme Overview and Update				
<p>A sum of £0.080m that was originally approved in March 2013 via a Key Decision, will finance a range of building works required at Loxley House as part of the Community Asset Transfer process of the building that will be led by the Place Directorate.</p> <p>Work is progressing with the Trustees of the Together Centre and Strategic Property to finalise the outstanding work required at the Together Centre prior to the completion of the Community Asset Transfer. Once this is complete, the programme of works relating to the £0.080m capital monies will be finalised and presented in the next capital monitoring report.</p>				



The process also involves the completion and approval of the lease and the required governance through the Strategic Asset Management Panel which is scheduled for November 2023. Once this has been agreed, the Joint Working Agreement can be finalised and the arrangements to allocate the spend will be agreed and detailed in the Agreement. It was anticipated that the funding would be released either in full during 2023/2024 or alternatively this may be allocated in stages during 2023/2024 and 2024/2025. Due to a staff member being identified who works at the centre employed by Robertson's the employment needs to be negotiated which will delay the release of funding and the terms being agreed, which would go into the 2024/25 financial year.

<b>Capital Scheme</b>	IT System Upgrade - Adults Services			<b>RAG Rating</b>
<b>Project Manager</b>	<b>Key Milestones</b>	<b>Planned</b>		
	of works needs to be agreed approval of the lease by the Strategic Andrea Collier	03/2024		
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
0.107	0.216	-	0.323	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.216	0.008	0.216	-	-
<b>Scheme Overview and Update</b>				
<p>. Funding of £0.323m has been approved to implement updates and additional functionality within the liquid logic case management system to improve efficiency, productivity and better meet the needs of the service.</p> <p>The system upgrade also includes the implementation of ControCC, which is an Adult Social Care finance system that facilitates care package payments, financial assessments and service user charging.</p> <p>The project is progressing with a current go live date expected to be 1 April 2024.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Test of payments and billing runs – Current systems to ControCC			05/02/2024	
2. Live link of LAS (Case Management) to ControCC			19/02/2024	
3. System Payments and Billing Go Live			01/04.2024	

<b>Capital Scheme</b>	Autism			<b>RAG Rating</b>
<b>Project Manager</b>	Alison White			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.005	0.040	0.045	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.005	-	-	(0.005)	(0.005)
<b>Scheme Overview and Update</b>				
<p>This is a programme to support a range of developments for sensory and technology offers to support autistic people. A budget of £0.045m has been allocated for 2023/24.</p> <p>There is a new learning disability and autism team being set up, once the team is developed this budget would sit within this service. For this financial year there hasn't been a spend on the allocated budget.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Further planning and discussions required to develop project plan.			03/2024	

<b>Capital Scheme</b>	Changing Places			<b>RAG Rating</b>
<b>Project Manager</b>	Jim Davies			
<b>Whole Scheme Budget (£m)</b>				
<b>Prior Years</b>	<b>Current Year</b>	<b>Future Years</b>	<b>Total</b>	
-	0.040	0.100	0.160	
<b>2023/24 Budget (£m)</b>				
<b>Budget</b>	<b>Actual to Date</b>	<b>Projection</b>	<b>Variation</b>	<b>Reprofiling Requested</b>
0.040	-	0.040	-	-
<b>Scheme Overview and Update</b>				
<p>There is a programme budget of £0.040m in 2023/24 and £0.100m in 2024/25. It should be noted that there will now only be two toilets installed rather than the original four due to the failure of two schemes. The related scheme costings will be updated and reported in the next capital monitoring. The grant allocation of £0.040m to support the programme via the Department for Levelling Up, Housing and Communities has to be expended by 31 March 2024. Work is taking place with STAR procurement to identify the design and build contract for the works to be completed.</p> <p>A designer has been identified; plans have been drawn up for both the identified venues. Plans have been submitted and approved by MD UK.</p> <p>Plans to be reviewed by DLUHC at the end of January, if agreed, the procurement process for the tendering of the works can commence. The deadline for completed works has been extended by DLUHC until June 2024.</p>				
<b>Key Milestones</b>			<b>Planned</b>	<b>Actual</b>
1. Plans to DLUHC wait for consideration.			31/01/2024	2/2024
2. Commencement of procurement process for work to be tendered.			31/03/2024	31/3/2024



## New Approvals:

**£0.150m – CRS Fleet Replacement:** There is an agreement that £150k of Community Capacity Grant is to be used to increase the Fleet Replacement project budget on the Capital Programme in 24/25. This to be used towards funding of Community Response Vehicles in Fleet Strategy.

### **Community Support living well at home: 0.025m using the Disabled Facilities Grant**

**Lifting Equipment:** This is a follow-up from last year's capital programme bid when we purchased five Raizer M lifting aids. This latest proposal builds on the success of that – essentially freeing up workforce capacity across support at home provision particularly in circumstances where an ambulance or CRS warden would otherwise be called to lift someone who has fallen – whilst recognising that the contractual arrangements for the provision of support in the four existing extra care settings has since changed. Care and support at all four is now the responsibility of one provider, Creative Support. Whereas prior to the new contract, four separate providers each had access to a Raizer M for their extra care setting, Creative Support currently only have the one Raizer M for use across all four settings. Hence, three additional Raizer M's are required so that cover is on hand at each of the four settings. A fourth Raizer M is also required for the new Hattersley extra care setting which is due to open early 2025 with care and support will also be provided by Creative Support. All funding is required for 24/25.

**Digital Health:** Current support at home providers already have and use the digital health tablets and medicare kits (two kits each), but we are looking to expand service provision to include four additional providers. Consequently, eight additional tablets/kits are required. In addition, four more kits are required to cover three of the four extra care settings (see above), plus a fifth for the new Hattersley extra care setting; a total of twelve additional kits in all.

### **Occupational therapy project: 0.962m to be funded from the Community Capacity Grant.**

For the continued development of the Occupational Therapy Team, to support with the reduction in waiting times for the residents of the borough. The Team needs to extend to meet the demand needs of the service. 4 further posts are required to meet service demand which would be funded by the Community Capacity Grant for a fixed 3 year period, from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2027 The posts required are Business support officer, 3 manual handling practitioners and an Assistant.

### **Adults New Approval Request Summary Table**

<b>Scheme</b>	<b>Financing</b>	<b>£m</b>
Community Response Vehicles	Unallocated Community Capacity Grant	<b>(0.150)</b>
Community Support living well at home		<b>0.025</b>
	Unallocated Disabled Facilities Grant	<b>(0.025)</b>
Occupational therapy project		<b>0.962</b>
	Unallocated Community Capacity Grant	<b>(0.962)</b>
<b>Total</b>		<b>(0.150)</b>

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## APPENDIX 17

### PRUDENTIAL INDICATORS

As required by the 2021 CIPFA Treasury Management Code, the Council monitors and measures the following treasury management prudential indicators.

#### Ratio of Financing Costs to Net Revenue Stream

Limit/Indicator	Limit %	Estimate %
Ratio of financing costs to net revenue stream	4.5	4.5

This ratio represents the total of all financing costs e.g. interest payable and minimum revenue provision (MRP) that are charged to the revenue budget as a percentage of the amount to be met from Government grants and taxpayers (net revenue stream).

#### Capital Financing Requirement (CFR)

Limit/Indicator	Limit £m	Actual £m
Capital Financing Requirement	194.637	193.962

The Capital Financing Requirement is aimed to represent the underlying need to borrow for a capital purpose and is calculated from the aggregate of specified items on the balance sheet.

The CFR increases by the value of capital expenditure not immediately financed (i.e. borrowing) and is reduced by the annual MRP repayment.

#### Capital Expenditure

Limit/Indicator	Limit £m	Estimate £m
Capital expenditure	118.794	39.916

This is the total capital expenditure incurred (from all funding sources).

#### Incremental Impact of Capital Investment Decisions

Limit/Indicator	Limit £	Actual £
For the Band D Council Tax	0.27	0.01

This is the estimate of the net incremental impact of the capital investment decisions, based on the level of borrowing set out in the report and reflects the total cost of this additional borrowing (interest payments and minimum revenue provision), as a cost on Council Tax.

The actual cost will depend on final funding. For every £1 increase on Band D properties, approximately £0.066m would be raised.

### **Operational Boundary and Authorised Limit on External Debt and Other Long Term Liabilities**

<b>Limit/Indicator</b>	<b>Limit £m</b>	<b>Actual £m</b>
Operational Boundary for external debt	206.110	139.269
Authorised Limit for external debt	226.110	139.269

The Authorised Limit for External Debt sets the maximum level of external borrowing on a gross basis (i.e. excluding investments) for the Council.

The operational boundary for External Debt comprises the Council's existing debt plus the most likely estimate of capital expenditure/financing for the year. It excludes any projections for cash flow movements. Unlike the authorised limit, breaches of the operational boundary (due to cash flow movements) are allowed during the year as long as they are not sustained over a period of time.

These limits include provision for borrowing in advance of the Council's requirement for future capital expenditure. This may be carried out if it is thought to be financially advantageous to the Council.

### **Upper and lower limits on Interest Rate Exposures**

<b>Limit/Indicator</b>	<b>Limit £m</b>	<b>Actual £m</b>
Upper limit for fixed interest rate exposure	194.637	104.019
Upper limit for variable interest rate exposure	64.879	(84.956)

These limits are in respect of our exposure to the effects of changes in interest rates.

The limits reflect the net amounts of fixed/variable rate debt (i.e. fixed/variable loans less fixed/variable investments. A negative value represents investments being higher than loans)

### **Upper Limit for Total Principal Sums Invested for Over 364 Days**

<b>Limit/Indicator</b>	<b>Limit £m</b>	<b>Actual £m</b>
Upper limit for sums invested over 364 days	30.000	nil

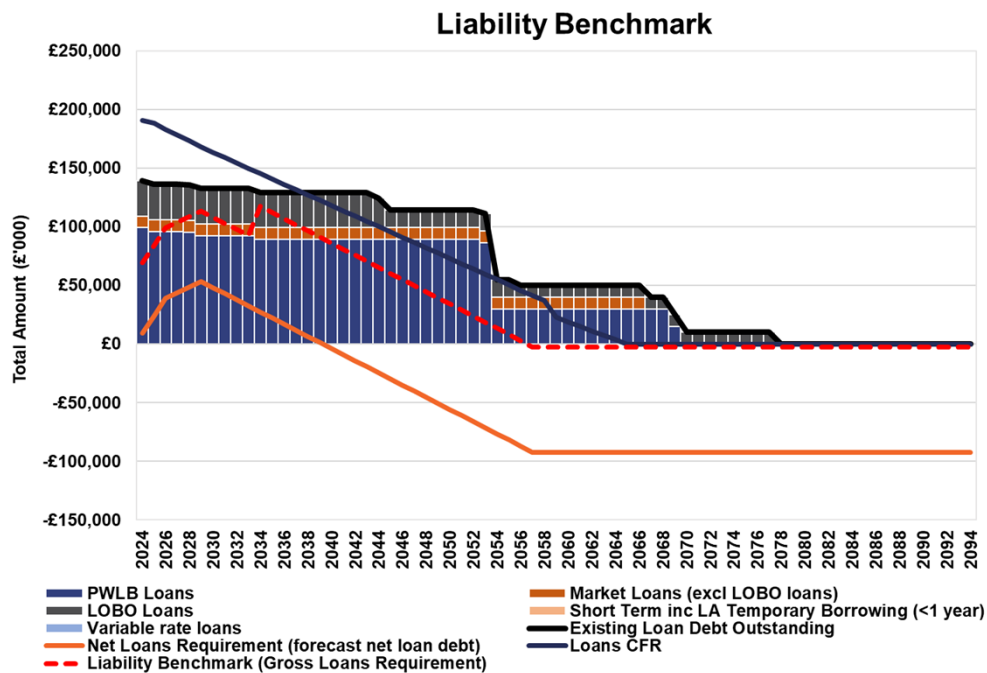
This limit is in respect of treasury investments made for a duration longer than one year.

### **Maturity structure for fixed rate borrowing**

Indicator	Limit	Actual
Under 12 months	0% to 15%	2.16%
12 months and within 24 months	0% to 15%	-
24 months and within 5 years	0% to 30%	2.55%
5 years and within 10 years	0% to 40%	2.16%
10 years and above	50% to 100%	93.13%

This indicator is in respect of all of the Council's fixed rate borrowing with PWLB or other market lenders.

### Liability Benchmark



The liability benchmark is a new prudential indicator introduced by CIPFA for 2023/24. This gives a long term view of the Council's borrowing needs based on current commitments. This demonstrates that there is currently no borrowing need and the Council currently has a significant level of surplus cash, which makes up its investment portfolio. If further schemes to be funded by borrowing are added to the Capital Programme in future then the benchmark will increase and more borrowing could potentially be required.



## Earmarked Reserves Drawdown Requests

## APPENDIX 14

Directorate	Details of request	Reserve Name	Transfer to/from reserves	Amount to be transferred £	Decision to approve / To be approved
Chief Executive's office	New Burdens Funding for Local Elections (Electoral Integrity Programme)	Chief Executives office Budget Strategy Reserve	Transfer from	(35,834)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Chief Executive's office	Funding to support the Communication officer post for the Place Directorate	Chief Executives office Budget Strategy Reserve	Transfer from	(51,329)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Chief Executive's office	Funding to support the Local Elections and Electoral Registrations service	Chief Executives office Budget Strategy Reserve	Transfer from	(120,995)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Chief Executive's office	Funding to support Senior Systems Project Lead and Systems admin and Training Assistant roles within the Corporate Systems teams relating to the upgrade of Adults and Childrens Case Management systems	Joint Investment Fund (Council & CCG)	Transfer from	(89,344)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Chief Executive's office	To fund the costs of the Transformation/Improvement Team	Investment Fund (Council only)	Transfer from	(362,411)	Approved at Executive Cabinet meeting 23/03/2022 - Establishment of a Transformation team
Chief Executive's office	Additional Legal services support (Solicitor) for Childrens Services	Childrens Social Care Staffing Investment	Transfer from	(33,755)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Chief Executive's office	Development of a system to support the Councils organisational management of business plans and performance monitoring	Chief Executives office Budget Strategy Reserve	Transfer to	92,000	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Resources	Support commissioned from the Society for Innovation Technology and Modernisation (SOCITM) to undertake a digital maturity assessment, review and update of the digital strategy. In addition SOCITM will develop a digital roadmap and a target operating model for Digital Tameside	IT Investment Fund	Transfer from	(17,000)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Resources	Cyber security for security information and event monitoring system	Finance & IT unspent revenue grants and contributions reserve	Transfer from	(75,000)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Resources	Funding of Service Unit Manager and Operation Manager post within Exchequer Services	Covid 19 LA Support Grant	Transfer from	(128,091)	Approved at Executive Cabinet meeting 08/02/2023 - 2023/24 Budget report
Resources	Support commissioned from Impower to support the development of the councils transformation programme to deliver Medium Term Financial Strategy savings	Investment Fund (Council only)	Transfer from	(249,950)	Approved at Executive Cabinet meeting 25/10/2023 - period 5 2023/24 Forecast Outturn -Revenue and Capital

Directorate	Details of request	Reserve Name	Transfer to/from reserves	Amount to be transferred £	Decision to approve / To be approved
Resources	Transfer to the Councils Insurance Fund Reserve which is based on the independent assessment of the appropriate insurance provisions and reserves for self-insured claims at 31st March 2024.	Insurance Reserves	Transfer to	154,820	Full Council 28 February 2023, 2023/24 Budget Report.
Resources	Additional Financial Management Support (Senior Finance Manager post) for Childrens Services	Childrens Social Care Staffing Investment	Transfer from	(39,520)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Resources	Contained Outbreak Management Fund (COMF) Funding for Infection Prevention Nurses, Jigsaw Ageing in Place Pilot, GM Pivot Work, GM Sports Partnership and a Welfare Rights Support Worker to support the Poverty strategy	Population Health Reserve	Transfer from	(180,319)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Resources	Investment in digital solution tool help manage and report on Council Tax and Business Rates inspections for properties and new buildings completion notice service, which will help maximise Council Tax and Business Rates collection.	Investment Fund (Council only)	Transfer from	(10,000)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Resources	Investment in digital solution will allow propensity to pay checks to be done on those in Council Tax arrears to help shape and improve Council Tax collection.	Investment Fund (Council only)	Transfer from	(10,000)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Resources	Investment in digital solution will identify missing properties from the Council Tax List to help maximise Council Tax collection.	Investment Fund (Council only)	Transfer from	(4,000)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Resources	Investment in digital solution will support Council Tax Support scheme process efficiencies within Exchequer Services	Investment Fund (Council only)	Transfer from	(9,750)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Adults	Safeguarding, Quality & Practice - iBCF Funding for Safeguarding Lead post	Adults Services Transformation Reserve	Transfer from	(52,890)	Approved at Executive Cabinet meeting 08/02/2023, 2023/24 Budget Report.
Adults	Transformation Funding to support a post within the Homes for All team to support deliver of savings within the MTFS	Joint Investment Fund (Council & CCG)	Transfer from	(115,743)	Approved at Executive Cabinet meeting 08/02/2023, 2023/24 Budget Report.
Adults	Contribution as part of Ageing Well to the Community Response Service to support 2 fixed term community response worker posts to prevent falls at home	Adults Services Transformation Reserve	Transfer from	(46,000)	Approved at Executive Cabinet meeting 08/02/2023, 2023/24 Budget Report.
Adults	Drawdown of ringfenced funding to support the rate differential between homecare and support at home expenditure in 23/24	Health Integration Reserve	Transfer from	(560,000)	Approved at Executive Cabinet meeting 25/10/2023, Month 5 Monitoring Report 23/24



Directorate	Details of request	Reserve Name	Transfer to/from reserves	Amount to be transferred £	Decision to approve / To be approved
Adults	Drawdown of ringfenced funding to support approved project in 23/24 - Review of Assessments in Adult Services	Adults Services Transformation Reserve	Transfer from	(130,000)	Approved at Executive Cabinet meeting 25/10/2023, Month 5 Monitoring Report 23/24
Adults	Drawdown of ringfenced funding to support the rate differential between homecare and support at home expenditure in 23/24	Health Integration Reserve	Transfer from	(202,000)	Approved at Executive Cabinet meeting 22/11/2023, Month 6 Monitoring Report 23/24
Adults	Agency workers to support the Review of Assessments in Adult Services	Health Integration Reserve	Transfer from	(18,000)	Approved at Executive Cabinet meeting 22/11/2023, Month 6 Monitoring Report 23/24
Adults	Property Management Review - review of Councils reresponsibilities for rent agreements within Long Term Support	Health Integration Reserve	Transfer from	(35,000)	Approved at Executive Cabinet meeting 22/11/2023, Month 6 Monitoring Report 23/24
Adults	Transfer of Adults Safeguarding Partnership Board Reserves to support the current year programme	Adults Services Transformation Reserve	Transfer from	(15,616)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Adults	Greater Manchester LD & Autism Grant unspent in 2021/22. Reserve movement in 2023/24 to support loss of grant in year	Adults Services Transformation Reserve	Transfer from	(93,000)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Public Health	Integrated Care Foundation Trust Element of the Early Attachment Service to finance the Pennine Care contract.	Section 75 Risk Share Reserve	Transfer from	(320,304)	Approved at Executive Cabinet meeting 08/02/2023, 2023/24 Budget Report.
Public Health	Domestic Abuse Discretionary Reserve Allocation to fund Identification and Refererral to Improve Safety (IRIS) Programme	Population Health Investment Fund	Transfer from	(4,000)	Approved at Executive Cabinet meeting 08/02/2023, 2023/24 Budget Report.
Public Health	Funding for a Public Health Programme Manager to support the Mental Health Project	Childrens Social Care Staffing Investment	Transfer from	(22,588)	Approved at Executive Cabinet meeting 08/02/2023, 2023/24 Budget Report.
Public Health	Funding to pay for Smoking Cessation Midwife at the ICFT.	Population Health Investment Fund	Transfer from	(58,780)	Approved at Executive Cabinet meeting 08/02/2023, 2023/24 Budget Report.
Public Health	GMCA Funding to support the Domestic Abuse projects	Population Health Reserve	Transfer from	(178,136)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Public Health	Domestic Abuse Transformation Funding to support projects in 2024/25	Population Health Reserve	Transfer to	26,000	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Public Health	Local Delivery Pilot - Ringfenced Funding from Sport England to support continuation of projects in 2024/25	Population Health Reserve	Transfer to	123,366	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Public Health	ICFT Contract Funding to support 0-19 hospital admission preventative schemes in 2024/25	Population Health Reserve	Transfer to	440,000	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Education	To support additional staffing resource in SEN.	Education Reserve	Transfer from	(33,000)	Full Council 28 February 2023, 2023/24 Budget Report.
Education	To support cost of fixed term staffing resource for SEN improvement.	Education Reserve	Transfer from	(29,540)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Education	To support additional staffing resource in SEN for the Delivering Better Value Programme.	Education Unspent Revenue Grant Reserve	Transfer from	(15,860)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24

Directorate	Details of request	Reserve Name	Transfer to/from reserves	Amount to be transferred £	Decision to approve / To be approved
Education	Delivery Support Grant for Expanded Early Years Entitlements to support plans to expand entitlements in 2024/25.	Education Unspent Revenue Grant Reserve	Transfer to	41,920	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Place	Use of the fleet maintenance reserve to fund ageing fleet repair costs, as set out in the Place Directorate Recovery Plan. This will support costs incurred across Engineers Operations, Grounds Maintenance, Street Cleansing and Waste Services.	Fleet Maintenance Reserve	Transfer from	(161,450)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Place	Car Parks - to fund the investment in upgraded and replacement pay and display machines to improve the range of payment options available to car park customers.	Vehicle and Equipment Replacement Reserve	Transfer from	(61,350)	Executive Cabinet 08/02/23, Car Parking Review
Place	Place Management - as identified in the Directorate recovery plan, the Directorate have committed to using unspent grants and balances, currently held in reserve and received prior to 22/23 financial year, to contribute to core activities in 23/24. The core activities to be funded in 23/24 are in line with the original principles of the funding.  - Planning (131,695) - Investment, Development & Housing (209,599) - Employment, Economy & Skills (101,916)	Unspent Revenue Grant & Cont Reserve	Transfer from	(443,210)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Place	Ashton Moss - to fund preparation of the Development Framework for the Ashton Moss strategic employment site and the ongoing work to facilitate its future development as Ashton Moss Innovation Park.	Growth and Investment Reserve	Transfer from	(28,660)	Executive Cabinet 25/01/23, Ashton Moss Development Framework: Update
Place	St Petersfield - to fund the progression of the St Petersfield Masterplan proposals and resolve historical matters.	Growth and Investment Reserve	Transfer from	(15,060)	Executive Cabinet 26/04/23, St Petersfield Masterplan and Delivery Update
Place	Youth Employment Support - to fund the agreed programme, developed by Education, Growth and Policy, to support permanently excluded young people at risk of becoming Not in Education, Employment or Training (NEET).	COVID LA Grant	Transfer from	(167,030)	Executive Cabinet 28/07/21, Permanently Excluded Young People at Risk of NEET.
Place	Routes to Work - Population Health Investment Funding for an Employment & Skills Officer - Grade F 23/24	Population Health Investment Fund	Transfer from	(38,940)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Place	Ukrainian Refugee Scheme - to utilise prior year grant funding to provide continued support to Ukrainian Refugees and the administration of the Homes for Ukraine scheme in Tameside, including the payment of Thank You payments to host families.	Ops & Neigh Unspent Revenue grant & contribution Reserve	Transfer from	(375,000)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Place	Car Parks - to fund further investment in car parking to replace the remaining 20 pay and display machines to improve the range of payment options available to car park customers. These costs may be incurred across 23/24 and 24/25.	Vehicle and Equipment Replacement Reserve	Transfer from	(69,400)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Resourcing	Use of COVID grant funding to support the 2023/24 budget.	COVID LA Grant	Transfer from	(2,500,000)	Full Council 28 February 2023, 2023/24 Budget Report.
Resourcing	Use of reserve to fund Tameside's Local Plan. Every local authority is required by law to have an up to date development plan that sets out the vision and framework for future development of an area.	Business Rates Growth Pilot	Transfer from	(176,000)	Full Council 28 February 2023, 2023/24 Budget Report.

Directorate	Details of request	Reserve Name	Transfer to/from reserves	Amount to be transferred £	Decision to approve / To be approved
Childrens Social Care	To support delivery of Childrens Safeguarding Partnership	Childrens Safeguarding Partnership	Transfer from	(16,242)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Childrens Social Care	To support additional staffing in Multi-Agency Safeguarding Hub	Childrens Social Care Unspent Revenue Grant Reserve	Transfer from	(31,130)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Childrens Social Care	To support Remand Accommodation Costs	Childrens Social Care Unspent Revenue Grant Reserve	Transfer from	(54,317)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Childrens Social Care	Funding from Tameside Pupil Referral Service to support delivery of SHiFT Programme	Education Unspent Revenue Grant Reserve	Transfer from	(111,046)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Childrens Social Care	Early Intervention Prevention Grant (EIPG) - to support Youth Justice Service	Childrens Social Care Unspent Revenue Grant Reserve	Transfer from	(14,594)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Childrens Social Care	Early Intervention Prevention Grant (EIPG) - to support Youth Justice Service	Childrens Social Care Unspent Revenue Grant Reserve	Transfer from	(24,521)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Childrens Social Care	GMCA Funding to support delivery of Youth Service	Childrens Social Care Unspent Revenue Grant Reserve	Transfer from	(14,000)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Childrens Social Care	Cared for Children & Care Leavers Donations	Childrens Social Care Unspent Revenue Grant Reserve	Transfer to	5,975	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Childrens Social Care	To support additional staffing in Leaving Care - Personal Advisors Team	Childrens Social Care Unspent Revenue Grant Reserve	Transfer from	(58,410)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Childrens Social Care	To support additional staffing in Children's Social Care Commissioning	Childrens Social Care Unspent Revenue Grant Reserve	Transfer from	(103,289)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Childrens Social Care	To support additional staffing in Children's Social Care Safeguarding and QA	Childrens Social Care Unspent Revenue Grant Reserve	Transfer from	(6,746)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Childrens Social Care	To support additional staffing in Children's Social Care Safeguarding and QA	Childrens Social Care Unspent Revenue Grant Reserve	Transfer from	(37,611)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Childrens Social Care	To support delivery of Signs of Safety Programme 2023-24	Population Health Investment Fund	Transfer from	(247,327)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Childrens Social Care	To support additional staffing in Children's Social Care Safeguarding and QA	Childrens Social Care Unspent Revenue Grant Reserve	Transfer from	(52,607)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Childrens Social Care	To support additional Senior Management Agency and Consultant staffing	Childrens Social Care Staffing Investment	Transfer from	(771,842)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24
Childrens Social Care	To support additional staffing in Children's Social Care Adolescent Services	Childrens Social Care Unspent Revenue Grant Reserve	Transfer from	(58,410)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24

Directorate	Details of request	Reserve Name	Transfer to/from reserves	Amount to be transferred £	Decision to approve / <i>To be approved</i>
Childrens Social Care	To support the delivery of Trouble/Supporting Families programmes in 2023-24 - Mainly Staffing	Childrens Social Care Unspent Revenue Grant Reserve	Transfer from	(688,631)	To be approved at Executive Cabinet meeting 27/03/2024, Month 10 Monitoring Report 23/24

# Agenda Item 5

<b>Report to:</b>	<b>EXECUTIVE CABINET</b>
<b>Date:</b>	27 March 2024
<b>Executive Member:</b>	Councillor Jacqueline North – First Deputy, Finance, Resources and Transformation
<b>Reporting Officer:</b>	Ilys Cookson – Assistant Director, Exchequer Services
<b>Subject:</b>	<b>DEBT RECOVERY POLICY 2024</b>
<b>Report Summary:</b>	The Council is responsible for the collection of Council Tax, Business Rates, Sundry Debts including Adult Social Care and Overpaid Housing Benefit. This report details a review of the Councils Corporate Debt Recovery Policy.
<b>Recommendations:</b>	That Executive Cabinet be recommended to approve the changes to the Debt Recovery Policy
<b>Corporate Plan:</b>	The collection of all monies due contributes to the corporate governance theme as it is important to maintain a high level of collection to fund vital services in the Borough.
<b>Policy Implications:</b>	The Policy sets out the Councils debt recovery methods and procedures. The Policy must be reviewed and updated where appropriate to ensure it is current and meets legislative requirements.
<b>Financial Implications: (Authorised by the statutory Section 151 Officer)</b>	In 2023/23 the Council budgeted for income from Council Tax, £110.234m, Business Rates, £54.431m and Fees and Charges for services, £39.293m. These three are significant income streams for the Council, and an essential mechanism for funding services. The Council also collects Council Tax and Business Rates on behalf of its preceptors, the Net Collectible Debit in 2023/24 for Council Tax is £132.549m and for Business Rates is £54.981m. It is vital that the Council has policies and procedures in place to ensure monies due to the Council are collected effectively and that rates of collection are maximised. However, the costs of pursuing and recovering outstanding debt can be high and there will always be a balance to be struck to ensure that the cost of recovery does not exceed the value of the monies being recovered. Given the volume of income transactions due to the Council, it is inevitable that some debt cannot be collected for a variety of reasons and a level of write off is expected across all types of debt. In accordance with recommended accounting practice, the Council maintains a provision for write-offs in respect of council tax, business rates, sundry debt invoices and housing benefits overpayments. This provision is subject to annual review and allowance is held within the corporate budgets to fund any increases required to the provision.
<b>Legal Implications: (Authorised by the Borough Solicitor)</b>	It is important for policies to be regularly reviewed to ensure good governance and legal compliance. The amendments proposed add clarity to the policy for the Council, and in particular in relation to housing benefit overpayments for those affected by the same, as explained in paragraph 3 of the report and inserted in Part 4 of the policy. Equality Impact Assessments (EIA) are often required

alongside policies and their changes but given the nature of those proposed in this report it is not considered necessary. The policy is due for a more fundamental review in the coming year when it is likely an EIA should also be undertaken. AJ

**Risk Management:**

Risks are detailed at Section 5 of the report.

**Background Information:**

The background papers relating to this report can be inspected by contacting Ilys Cookson



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## 1. INTRODUCTION

- 1.1 Tameside Council has a legal responsibility to bill, collect and recover monies for a wide range of council services and local taxes. This includes Council Tax and Business Rates Sundry Debts including Adults Social Care and overpaid Housing Benefit.
- 1.2 The effective collection of debts is of paramount importance and impacts on the council's budget and the services the council is able to deliver.
- 1.3 A Corporate Debt Recovery Policy was approved by the Executive Cabinet on 26 January 2022 which outlines the processes to follow when debts are not paid. It ensures recovery is carried out in a fair and proportionate manner whilst making sure best practice is undertaken.
- 1.4 It is good practice to regularly review the Corporate Debt Recovery Policy to ensure it is reflective of legislation and any change in recovery procedures, such as new processes which may arise from the potential implementation of digital methods to assist recovery of council debts.

## 2. THE CURRENT CORPORATE DEBT RECOVERY POLICY

- 2.1 Recovery action taken by the Council differs according to the debt being recovered, for example the recovery of Council Tax debts differs to the recovery of Sundry Debts, in accordance with legislation and which is detailed in the policy. The policy sets out clearly the recovery methods available to the Council, which enables residents to understand the recovery processes undertaken.
- 2.2 A copy of the current Debt Recovery Policy can be found here [Debt-Recovery-Policy.pdf \(tameside.gov.uk\)](https://www.tameside.gov.uk/Debt-Recovery-Policy.pdf)

## 3 POLICY REVIEW AND AMENDMENTS

- 3.1 The review of the Debt Recovery Policy has highlighted a number of amendments regarding:
  - The inclusion of a new section relating to Housing Benefit Overpayment recovery.
  - The change in monarchy and therefore amending Her Majesty's Revenue and Customs to His Majesty's Revenue and Customs.
  - The replacement of the Valuation Office Agency appeals process to the check and challenge process, relating to council tax bands and business rates rateable values.
- 3.2 **Housing Benefit Overpayment Recovery:** Although Housing Benefit recovery is considered as a sundry debt owed to the Council, a new section has been added to the policy to make clear the recovery actions undertaken in relation to this specific debt type. Housing Benefit is paid to claimants to help with costs of rent payments, and which is administered by the Council on behalf of the Department of Work and Pensions (DWP).
- 3.3 Overpayments of Housing Benefit occur for a number of reasons, for example, where a claimant fails to notify the local authority of a change in their income, or they move address or have a change in their household composition and as a consequence their Housing Benefit entitlement reduces or ceases. The DWP also re-assess the welfare benefits they administer so that it is reflective of the claimants change in circumstances and then retrospectively advise local authorities of the change. As Housing Benefit entitlement is a means tested benefit such changes impact on the amount paid, and which in some cases lead to an overpayment of Housing Benefit which then must be recovered.
- 3.4 As part of the review of the Policy a new section regarding this recovery of overpaid Housing Benefit has been added to the Policy at Part 4, page 22.

- 3.5 **Change in Monarchy:** Due to the change in Monarchy amendments have been made to now refer to His Majesty's Revenues and Customs (HMRC).
- 3.6 **Check and Challenge:** The Valuation Office Agency (VOA) have changed the way in which they consider appeals. A check and challenge process has been introduced for customers who do not believe their property is in the correct Council Tax Band, or business owners who disagree with the Business Rates rateable value. The policy has been amended to reflect this because payment to the Council for Council Tax and Business Rates cannot be withheld while the VOA consider an appeal.
- 3.7 Policy amendments are detailed in Appendix 1 of this report and a draft of the revised policy can be found at Appendix 2.

#### 4. FURTHER CONSIDERATIONS

- 4.1 Exchequer Services are embarking on implementations of more digital means of service delivery during 2024/25. In addition to this, His Majesty's Revenue and Customs (HMRC) now require data to be shared with them, both of which have the potential to impact on recovery processes and therefore it is prudent to ensure that the Policy is further reviewed in 2025/26.
- 4.2 **Digitalisation and improvements:** Automation and digitalising recovery processes can enhance the speed with which customers interact with the service and vice-versa and which lead to recovery being taken at the very earliest opportunity without the need for significant manual intervention.
- 4.3 The new processes to support this include:
- Systems that provide an increase in customer engagement
  - Online forms which integrate with the operating system
  - Systems that provide propensity to pay information
- 4.4 **Customer engagement:** It is essential that all council debts are pursued. At present all engagement with a customer is undertaken by a member of staff. This is resource intensive. New technology is available that provides a better, more cost-effective way of contacting customers, where outbound calls are made automatically, and customers receive relevant messages with a number of different options to engage such as the option to speak with a member of staff or be signposted to help themselves, such as make a payment on-line.
- 4.5 **Online form:** The Council Tax service have a number of forms which a customer must complete if they wish to inform the Council of a change of address, apply for a discount or to apply for an exemption. Each form requires a member of staff to manually process the information detailed on the form into the back-office host processing system. The Service is to implement a new set of forms which can be completed online by a customer which then automatically updates the back-office processing system, and therefore, the need for manual staff intervention is removed.
- 4.6 **Propensity to Pay:** When recovering monies from customers, it is helpful to consider their ability to pay any outstanding monies owed. The propensity to pay tool can identify those who are struggling to pay debts and those who can afford to pay but are not doing so.
- 4.7 When the propensity to pay software is implemented, and an analysis of the data has been undertaken, it may be necessary to review recovery processes again to take into account the circumstances of individuals, who are continually in arrears. It may also be necessary to evaluate if the same recovery procedure should be followed for all individuals.



- 4.8 With the introduction of automation and digitalisation, officer capacity will be released. This can be diverted to recovery and to support those that intelligent data says are struggling to pay, and also to focus resource on debts that have a greater prospect of recovery.
- 4.9 **Data sharing with His Majesty's Revenue and Customs:** A pilot scheme initiated by His Majesty's Revenue and Customs (HMRC) considered data sharing between local authorities and HMRC. A data sharing agreement would allow appropriate Officers access to information held by HMRC.
- 4.10 Such data sharing would be welcomed as HMRC hold employer and salary information. This would support the recovery of debts. When a person fails to make payments in accordance with their Council Tax bill, a reminder notice is issued followed by a final notice and then summons. When a person is summonsed to court the Magistrate grants a liability order. When a liability order is granted, the Council may recover debts by different means such as attaching the debt to a customer's benefits or earnings. The introduction of the data sharing scheme would increase the Council's ability to recover debt through attachment of earnings.
- 4.11 This will be included in the recovery process and will be added to the Debt Recovery Policy. at the point where the data sharing scheme is rolled out to all Councils, the date of which is not yet known.

## **5. RISKS**

- 5.1 There is a risk that the Council is not providing accurate or current information to those that owe monies if the policy is not regularly reviewed to encapsulate changes in debt recovery legislation and/or changes to procedures.
- 5.2 There is a further risk that the policy may not be reflective of changing practices such as the digital implementations outlined in this report, or future data sharing that may provide information on which debts can be recovered, if the policy is not regularly reviewed.

## **6. CONCLUSION**

- 6.1 The Corporate Debt Recovery Policy was agreed by the Executive Cabinet on 26 January 2022. It is important to review the Policy to ensure it is reflective of legislation and any change in recovery procedures.
- 6.2 The Corporate Debt Recovery Policy has been reviewed and the revised policy and amendments are detailed in Appendix 1 & 2.
- 6.3 The recovery of Housing Benefit overpayments is included in the Policy and has been added at Part 4.
- 6.4 The Corporate Debt Recovery Policy should be kept under review with regard to the changes outlined in section 4 of the report and which may impact on recovery processes.

## **7. RECOMMENDATIONS**

- 7.1 As stated at the front of this report.

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## APPENDIX 1

### Details of Amendments to the Debt Recovery Policy

Section	Amendments	Page
Contents page	Added Part Four Housing Benefit overpayments	3
1.4	Deleted word 'Her' and added 'His'	7
1.4	Deleted 'Has applied to the VOA against their Council Tax Band/Business Rates Rateable Value' and replaced with 'Has applied to the Valuation Office Agency to check/ challenge their council tax band / business rates rateable value'.	7
1.4	Deleted costs of £86.00, £129.00 and date 01 April 2021	6
4.0	Added Part 4 Housing Benefits Overpayments section	22

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TAMESIDE COUNCIL  
DEBT RECOVERY POLICY**

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APPENDIX ONE - COSTS

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## **INTRODUCTION**

This document sets out the Council's procedures in relation to the recovery of unpaid Council Tax, business rates and sundry debts. The document purpose is to ensure that the recovery of Council Tax/business rates or sundry debts that are not paid when due, are administered in an effective, fair, proportionate and consistent way. This document does not affect the statutory rights of the Council, taxpayers or those that owe a sundry debt.

The recovery of debts is covered in 4 parts in this document as follows:

Part One – Council Tax and Business Rates debts

Part Two – Sundry Debts

Part Three – Adult Social Care Charges

Part Four – Housing Benefit Overpayments

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## **PART ONE – COUNCIL TAX AND BUSINESS RATES**

### **1 RECOVERY PROCEDURE UP TO LIABILITY ORDER**

#### **1.1 Demand Notice (Bill)**

At the beginning of the financial year, or when a new Council Tax account/business rates liability commences, a demand notice (Bill) will be sent to the taxpayer detailing the Council Tax/business rates owed for the tax year and the amount and due dates of any instalments. The demand notice is usually known as the Council Tax or business rates bill.

If there are any changes to an account which alters the amount of Council Tax/business rates due for the year then a further adjustment notice will be sent to the taxpayer. This informs the taxpayer of any changes to the Council Tax/business rates due or to changes in the amount of payment instalments due.

Payment must be made in accordance with the instalments on the demand notice, however if there is no right to pay by instalments, then the full amount on the notice must be paid within seven days. A demand may be issued against one or more joint taxpayers/business ratepayers in respect of an amount for which they are jointly and severally liable. Recovery procedures for the full sum owed may be applied to one or more than one of the joint taxpayers/business ratepayers.

#### **1.2 Reminder and Final Notices**

The recovery of Council Tax/business rates is governed by legislation contained in the Council Tax (Administration and Enforcement Regulations) 1992. If a taxpayer has the right to pay by instalments but does not pay an instalment by the due date then a text message or email Reminder may be sent to advise the Council Tax payer that payment is due. If a payment is not received within 7 days of the instalment date to bring the account up to date then a Reminder notice will be issued and we will ask the taxpayer to pay the missed instalment within a further seven days.

If the missed instalment is received within seven days, no further action will be taken. If it is not paid then the right to pay by instalments is lost, and the remaining Council Tax/business rates for the entire year becomes due. If the amount remaining for the year is not paid, then a summons to appear at a liability order hearing at the Magistrates' court will be issued. Council Tax must be paid in accordance with the payment instalment detailed on the Council Tax bill or your Council Tax payment arrangement letter. Wherever a payment is made that does not match an instalment due, then the processing system will automatically credit the payment to the oldest debt. This is how the system addresses such payments and is common to system software.

If the missed instalment is received within seven days, but another instalment is not paid, then a second Reminder notice will be issued. If the missed instalment is received within seven days no further action will be taken. If the missed instalment is not paid then the right to pay by instalments is lost and the remaining Council Tax/business rates for the entire year becomes due. If this is not paid then a summons to appear at a liability order hearing at the Magistrates' court will be issued.

If the account is brought up to date but falls behind for a third time, a Final Notice for the full outstanding amount for the tax year will be issued as the right to instalments is lost. If this is not paid in full within seven days then a summons to appear at a liability order hearing at the Magistrates' court will be issued in due course.

### **1.3 Summons**

Where Council Tax/business rate payers fail to respond to any Reminder notice or Final Notice or defaults on an arrangement to pay following the issue of notices, the Council will apply to the Magistrates' court for a liability order to be issued.

A summons to appear at a liability order hearing at the Magistrates' Court will be sent to each person named on the bill and summons costs will be added to the account. These costs are reviewed annually.

A summons will always be issued within at least 14 days between issue and the court hearing date. The summons will state the amount due and the time and place of the court hearing. The summons will normally be served by second-class post.

If a Council Tax/business ratepayer pays the amount of the summons including the costs prior to the court hearing; then the application will not proceed and we will not obtain a liability order. If the Council Tax/business ratepayer does not pay the summons amount including costs in full prior to the hearing, the hearing will proceed and we will ask the Magistrates to grant a liability order plus additional costs.

Any time after a summons is issued, the Council will consider making an arrangement to pay the amount due on the summons including costs. If an arrangement is made at this stage, a liability order will still be obtained to secure the debt. However, if payments are received as per the terms of the arrangement, no further action will be taken. We may refuse to make an arrangement if a debtor's current employment and benefit details are not supplied where applicable.

If the Council decides that a summons has been issued incorrectly, then it will be withdrawn, and no costs will be charged.

### **1.4 Liability order hearings**

A Council Tax/business rate payer has a right to attend a hearing and a right to give evidence as to why a liability order should not be granted by the Magistrates. If they do not attend, the hearing will still proceed in their absence. His Majesties Court and Tribunal Service (HMCTS) may determine that the hearing is held remotely rather than in-person.

If the Magistrates are satisfied that the Council Tax/business rates are payable and remains unpaid, then they are required to issue a liability order.

If a Council Tax/business rate payer wishes to defend an application for a liability order, they must offer a valid defence against it. Valid defences include:

- the Council has not demanded Council Tax/business rates in accordance with the regulations
- the amount has been paid in full with costs
- the person named on the summons is not the liable person

- the Council has already commenced bankruptcy or winding up proceedings, which include the unpaid Council Tax/business rates concerned.

It is not a valid defence if the taxpayer for example:

- is unable to pay
- has recently applied for Council Tax/business rates discount or exemption or applied for Council Tax support
- has applied to the Valuation Office Agency to check/challenge their Council Tax band/business rates rateable value
- has appealed their liability to the Valuation Tribunal.

Obtaining a liability order incurs costs for Council Tax and for business rates. These costs are reviewed annually.

## **1.5 Costs**

Summons and liability order costs will be added to a debtor's account and will be included as part of their debt to be repaid.

Costs reflect the administrative cost, enforcement and tracing fees to the Council and the court fees incurred. Therefore, costs will only be removed from an account in exceptional circumstances as determined and agreed by the Council. Where a debtor pays the unpaid Council Tax due, but does not pay the costs owed, these will still be pursued as a debt using the actions detailed in the sections below. Summons costs are detailed in Appendix One.

## **2 RECOVERY PROCEDURE AFTER A LIABILITY ORDER IS GRANTED**

### **2.1 Liability Orders**

A liability order gives the Council certain powers to enforce the unpaid Council Tax/business rates debt.

Once a liability order is granted for Council Tax debts, we can:

- ask for financial information, including employment and employer details
- take money directly from wages using an attachment of earnings order
- take money directly from benefits including Universal Credit, Income Support, Jobseekers Allowance, Pension Credit or Employment Support Allowance
- instruct civil enforcement agents to collect the debt on the Council's behalf
- seek a charging order against property
- start bankruptcy proceedings
- start committal proceedings for imprisonment of up to three months.

A liability order may be made against one or more joint taxpayers in respect of an amount for which they are jointly and severally liable. Recovery procedures for the full sum owed may be applied to one or more than one of the joint taxpayers.

Once a liability order is granted for business rates debts, we can:

- instruct civil enforcement agents to collect the debt on the Council's behalf
- start bankruptcy proceedings against an individual
- start committal proceedings for imprisonment of up to three months.

## **2.2 14 Day Notice for Council Tax debts**

Once a liability order is granted, the Council may issue a 14 Day Notice to demand the debtors income details. The debtor must provide their income details to the Council within 14 days of the demand notice being issued. The Council may then use this information to attach the debt to either earnings or benefits and may serve these to obtain up to date income details if other recovery methods have failed.

## **2.3 Further Summons for failing to provide income details pertaining to Council Tax debts**

A further Magistrates Court summons may be issued to debtors that do not provide their income details when requested. The Council may withdraw the summons if income information is provided prior to the hearing date. The Magistrates may consider a fine where information is not provided.

## **2.4 Payment arrangements after a liability order**

Debt repayment arrangements may be made after a liability order has been granted, subject to the specific requirements in addition to those detailed above.

Repayment arrangements, which are greater than the value of attachment of earnings for Council Tax debts, will be approved or which clear the debt within the current tax year. A debtor must also not have defaulted on any previous repayment arrangement and where this is the case a further repayment arrangement will only be made in exceptional circumstances as determined by the Council.

Where there is a request for a payment arrangement, evidence of income and expenditure may be requested. This may include wage slips, bank statements and energy bills.

## **2.5 Attachment of earnings for Council Tax debts**

Where the Council has been given a debtor's employment details, the Council may issue an order to the debtor's employers to make deductions from their earnings. Employers are legally required to comply with the order. The amount that can be deducted is prescribed by law and depends on the debtor's earnings as detailed in Appendix One.

A letter confirming the amount to be deducted will be sent to the debtor and to the employer when the order is issued. Each attachment is for one liability order, and a maximum of two attachments of earnings can be applied at any given time. Where we are considering issuing more than one order, the most recent debt takes first priority.

The Council will usually attach earnings where it will clear the debt in the current tax year. Attachments that will not clear the debt in the current tax year will be decided on a case-by-case basis, considering the total amount of debt and time it will take to clear the debt. If an attachment will not clear the debt in a reasonable time or if it is otherwise considered inappropriate, then the Council will consider another recovery action.

An attachment to earnings will only be cancelled in exceptional circumstances. In cases where a debtor claims hardship because of an attachment, the individual circumstances will be considered in deciding whether to cancel the attachment. The Council will require evidence of any claimed hardship. This will usually include evidence that they cannot afford to pay for essential expenses such as their housing costs, utilities or food.

## **2.6 Deduction from benefits for Council Tax debts**

Deductions can be made from Universal Credit, Job Seekers Allowance, Pension Credit, Income Support and Employment Support Allowance to pay liability orders for unpaid Council Tax. The amount of deduction is set by central government and is detailed in Appendix One.

If a debtor is receiving one of these benefits, the Council may ask the Department for Work and Pensions (DWP) to make regular deductions from the benefit and make payments to the Council. Only one deduction can be applied at any one time although applications can be stacked if there is more than one year's debt outstanding.

This action is taken where the Council has details of the debtor's benefit and where the deduction will clear the debt in the current tax year. Deductions that will not clear the debt in the current tax year will be decided on a case-by-case basis, considering the total amount of debt and time it will take to clear the debt. If a deduction will not clear the debt in a reasonable time or if it is otherwise considered inappropriate, then the Council may consider another recovery action.

A deduction from benefits will only be cancelled in exceptional circumstances. In cases where a debtor claims they will suffer hardship because of a deduction, the individual circumstances will be considered in deciding whether to cancel it. The Council will require documentary evidence of any claimed hardship. This will usually include proof that they cannot afford to pay for essential expenses such as their housing costs, utilities or food.

## **2.7 Enforcement agents**

The Council will consider other recovery action before civil enforcement agents are requested to collect the Council Tax or Business Rates debt where appropriate.

If the following circumstances apply, then the debt will be passed to the Council's civil enforcement agents:

- there has been no contact from the debtor despite request to do so;
- if no payment arrangement has been agreed or maintained;
- if the debtor has not provided us with employer or benefit details and the debt relates to Council Tax

Debtors will be advised in writing at least 14 days prior to the enforcement agents' visit together with the fees that may be charged. Fees charged by civil enforcement agents are prescribed by law and are detailed at Appendix One.

Once a debt is referred to civil enforcement agents, any payments either made to them or directly to the Council; will be applied to the agent's fees first before paying the debt owed to the Council. If a debt has been passed to civil enforcement agents and payment is made directly to the Council without including the civil enforcements agent's fees, then the civil enforcement agent will continue the enforcement process for their fees incurred.

Enforcement agents may make an acceptable payment arrangement with the debtor to repay the sums due or levy distress on goods owned by the debtor to satisfy the amount outstanding.

If civil enforcement agents cannot identify sufficient goods to clear the debt or cannot gain lawful entry to the property; then they will send a certificate to the Council to confirm this. Other courses of recovery action in this procedure will then be considered.

The Council will ensure as far as possible that the information, the civil enforcement agent holds is up to date and accurate. Enforcement agents are expected to operate in a fair and consistent manner and are subject to regular review based on collection performance and conduct. Civil enforcement agents are also required to follow the Council's Code of Conduct.

The Council will only consider withdrawing a debt from civil enforcement agents in exceptional circumstances, for example, when a person is or may be vulnerable. However, the Council have determined that vulnerability itself does not stop use of civil enforcement agents, although an identified vulnerability will be taken into consideration when making any contact or agreement with the customer. Requests for withdrawal are considered on a case-by-case basis and the decision made will be based on individual circumstances. Any cases that are identified as vulnerable will be dealt with by the enforcement agent's specialist vulnerability/welfare team.

### **3 FURTHER RECOVERY ACTION**

Where the actions in section 2 have been unsuccessful in recovering all of the debt owed or when they are considered inappropriate the Council may consider further recovery actions.

These include:

- making the debtor bankrupt
- seek a charging order against property owned by the debtor
- seeking committal to prison.

All of these actions may have serious consequences for the debtor. They will therefore always be considered on a case-by-case basis, taking individual circumstances into account. Other legal actions outside of this procedure may also be considered where appropriate. This can include for example, the forcing the sale of a property if this is deemed a necessary and proportionate action and which may be considered for empty properties or where more than one property is owned.

#### **3.1 Warning letter**

Debtors will receive notice in writing which will be sent to their last known address when the Council is considering further legal action. These warning letters will include:

- clear warning of the actions being considered, their likely cost and the seriousness of their consequences
- a request that the debtor contact the Council to try and make an arrangement to pay the debt and information as to the consequences of failing to respond
- the date by which they must respond
- a recommendation that they seek debt advice from a local non-profit advice agency and details of how they can be contacted.

#### **3.2 Factors to take into consideration**

When considering further recovery action, the Council will investigate the circumstances of the debtor and consider:

- impact of non-payment on revenues and the need to deliver services to the community
- equality between those who do pay and those who don't
- why other recovery methods are not appropriate
- whether action is likely to be effective
- the potential debt that may be recovered by the action and whether the likely costs of the action are proportionate to it
- whether the debtor's failure to pay may result from a vulnerability or disability and, if so, what action is appropriate as a result
- the potential effect of the action on any known dependants
- the need to prevent homelessness and whether the action may cause it
- any other circumstances, which may warrant protection from the consequences of the action.

An investigation into a debtor's circumstances will include:

- an attempt to contact the debtor in person, including a home visit if necessary
- data about the debtor shared by other areas of the Council including but not limited to Benefits, Income Services, and Electoral Registration
- data about the debtor shared by other public bodies as permitted by the Data Protection Act 1998 and General Data Protection Regulations (GDPR) 2018.

Written records of the above will be kept with:

- details of attempts to contact the debtor
- the information gathered, consideration of whether the action is proportionate to the likely debt to be recovered and the reasons for proceeding with the action.

### **3.3 Bankruptcy**

Where the debtor is an individual the Council can apply to the County Court or High Court for them to be made bankrupt if they have liability orders for a debt of more than £5,000.00.

This course of action is costly and can have a considerable impact on debtors and members of their household. Before taking this action, the Council will therefore make reasonable attempts to investigate the taxpayer's personal and financial circumstances to determine whether bankruptcy action is appropriate.

The Council is more likely to pursue this action where:

- the debtor has previously broken agreed payment arrangements
- from the information the Council holds they appear to likely have sufficient realisable assets to pay the debt and likely costs
- the likely costs are proportionate to the debt to be recovered
- the taxpayer and members of their household are not vulnerable
- all other enforcement remedies have been exhausted.

A statutory demand will first be served on the taxpayer setting out the debt outstanding, and the options available to them to prevent further action, the time scales in which they need to respond and direct contact details of officers dealing with the case. A guide to the potential bankruptcy costs is included with the statutory demand. No additional costs are incurred at

this stage, and the Council may still agree a payment arrangement with the taxpayer at this stage.

Where the taxpayer has not responded to the statutory demand within 21 days or where the Council is unable to agree arrangements that will discharge the debt, the Council will consider whether a petition for the taxpayer to be made bankrupt should be made to a court.

Where new information is received which suggests that the taxpayer or other members of the household may be vulnerable as per section 2.2, the information will be referred to a Senior Recovery Officer to consider whether this action is still appropriate.

Where a bankruptcy order is made, and a debtor has assets that might be sold to settle a debt, a licensed insolvency practitioner will be appointed by the Court as a trustee to safeguard and secure the assets of the debtor.

The costs associated with this type of action are high, typically running into several thousands of pounds, which are paid by the debtor.

### **3.4 Charging orders**

The Council may apply to the County Court or High Court for a charge to be put on a property owned by the debtor where a Council Tax debt of more than £1,000.00 is owed.

The Council is more likely to apply for a charging order against a property that is either fully or jointly owned by a debtor where:

- the debtor has previously broken agreed payment arrangements
- the debtor has failed to provide employment or benefit details
- no contact can be made with the debtor

The Council will usually contact the debtor again to try and settle the matter without the need for legal proceedings. Legal proceedings will commence if no agreement is reached.

Where new information is received by the Council, which suggests that the taxpayer or other members of the household may be vulnerable, then consideration will be given as to whether this action is still appropriate.

The costs associated with this type of action are high, and will be added to the amount of the order. Where a charging order is granted, other methods of recovery may continue to be used to collect the debt.

The Council may also apply to the court for an order for sale, which may result in the property being sold and the amount subject to the charging order, including costs, being paid from the proceeds of sale. The Council is more likely to apply for an order for sale where the debtor owns more than one property, there is likely sufficient equity in the property to pay the debt and costs and the likely costs are proportionate to the debt owed.

### **3.5 Committal proceedings**

If enforcement agents have been unable to find any or sufficient goods to pay the debt, the Council can apply to the Magistrates' Court to have the debtor committed to prison for a



maximum of three months. Committal proceedings are usually the recovery action of last resort when all other actions either have failed or are not appropriate.

The Council is more likely to take committal action against a debtor when:

- enforcement agents have not been able to recover all of the debt
- the debtor has no property or assets
- the debtor has previously broken agreed payment arrangements
- the debtor has failed to provide employment or benefit details
- the debtor is not considered vulnerable
- the debtor has no dependants
- it appears that the failure to pay may be the result of wilful refusal or culpable neglect
- no other recovery action is appropriate.

Where committal action may be appropriate, the Council will write to the taxpayer inviting them to attend an informal interview with Council officers. The interview would discuss their financial and personal circumstances to attempt to resolve the matter without the need to commence committal proceedings.

Where the debtor fails to respond or where an agreement is not reached, the Council will then apply for a summons for the debtor to appear at a hearing before the Magistrate's court.

At the hearing the Magistrates will usually conduct a means enquiry to determine whether the failure to pay the Council Tax concerned was due to 'wilful refusal' or 'culpable neglect'. The Magistrates may make the following decisions:

*Commit to prison:* The Magistrates can decide to send the debtor to prison for up to three months.

*Fix a term of imprisonment and postpone on conditions:* The debtor is usually ordered to pay in instalments as determined by the Magistrates. If payments are made as ordered then no further action is taken. If payments are missed, then the prison sentence will come into force and the debtor can be sent to prison for up to three months.

*Adjourn:* A hearing may be postponed to a later date if, for example, more information or evidence is needed before a decision can be made.

*Dismiss (take no action):* The Magistrates may decide that no further action is appropriate.

*Remit some or all of the debt:* The Magistrates can remit (write off) some or all of the Council Tax owed. If only some of the debt is remitted, the Magistrates may make a court order for the rest.

Where the debtor does not attend the hearing as required, the Council will ask for a warrant of arrest with bail to be issued for a further hearing at the Magistrate's court. A warrant of arrest without bail may be applied for in some circumstances, for example where a debtor has previously not complied with a warrant with bail.

If a term of imprisonment is served, the relevant amount of Council Tax will usually be written off as irrecoverable. A part payment will also reduce the term of imprisonment by the ratio of payment to the total amount of the debt.

The costs of committal proceedings are high and can add hundreds or thousands of pounds to an existing Council Tax/business rates debt, which will be recoverable from the debtor/s.

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## **PART TWO – SUNDRY DEBTS**

### **1 RECOVERY PROCEDURE PRIOR TO LEGAL ACTION**

#### **1.1 Invoice issue**

An invoice for monies owed to the Council for goods, services, fees or charges is sent to the debtor at the point that it is established that money is owed to the Council. This may be at the beginning of the financial year, or at any point within the year. The invoice will detail the amount due, and due date of any instalments. The invoice is also known as a Sundry Debt invoice.

If there are any changes to an account which alters the amount of money due to the Council then a further adjustment notice will be sent to the customer. This informs the customer of any changes to the amount or date of payment due.

If there is no right to pay by instalments, then the full amount on the invoice must be paid as detailed on the invoice. Where appropriate an invoice will be raised before the goods or services are provided.

#### **1.2 Reminder and Final Notice**

If a customer does not pay an instalment by the due date then a Reminder notice will be issued. The customer must pay the amount requested on the Reminder notice generally within 15 days.

If the account is not brought up to date in accordance with the Reminder notice issued then a Final Notice will be issued to the debtor 10 days after the payment was due to be paid in accordance with the Reminder notice.

#### **1.3 Further Recovery**

Where the amounts requested under the Reminder and Final Notice are not paid or the account remains in arrears, a contact letter and statement of account is sent to the debtor. The debtor is requested to contact and make an arrangement to pay or pay in full within 14 days and notified of the next stage of recovery if payment is not made. No arrangement will be made without first obtaining the debtor's employment and benefit details.

If there has been no contact from the debtor, if no payment arrangement has been agreed or maintained, if the debtor has not provided us with benefit details if the debt relates to a benefit overpayment, then the debt will be passed to the Council's civil enforcement agents to make contact with the debtor.

Enforcement agents contact the debtor at this stage and request that contact is made direct within 14 days to arrange payment. The debtor may make an acceptable payment arrangement with the enforcement agent without incurring any enforcement agent fees.

In the case of commercial rents, Enforcement Agents can uplift goods and add costs without the permission of the Court.

Where the debt relates to a Housing Benefit overpayment, the Council will seek to take money directly from earnings or from benefits including Universal Credit, Income Support, Jobseekers Allowance, Pension Credit or Employment Support Allowance. This is known as

an attachment of earnings or benefit order and the Council does not need the permission of the Court to take this action.

## **2 RECOVERY PROCEDURE WITH LEGAL ACTION**

### **2.1 Warning letter**

Where the amounts requested under the Reminder and Final Notice are not paid or the account remains in arrears, and no contact or payment arrangement been maintained with the enforcement agent, debtors may receive notice in writing, which will be sent to their last known address, that the Council is considering further legal action. These warning letters will include:

- clear warning of the actions being considered, their likely cost and the seriousness of their consequences
- a request that the debtor contact the Council to try and make an arrangement to pay the debt and information as to the consequences of failing to respond
- the date by which they must respond
- a recommendation that they seek debt advice from a local non-profit advice agency and details of how they can be contacted.

### **2.2 Factors to take into consideration**

When considering further recovery action, the Council will investigate the circumstances of the debtor and consider:

- impact of non-payment and the need to deliver services to the community
- equality between those who do pay and those who don't
- why other recovery methods are not appropriate
- whether action is likely to be effective
- the potential debt that may be recovered by the action and whether the likely costs of the action are proportionate to it
- whether the debtor's failure to pay may result from a vulnerability or disability and, if so, what action is appropriate as a result
- the potential effect of the action on any known dependants
- the need to prevent homelessness and whether the action may cause it
- any other circumstances which may warrant protection from the consequences of the action.

An investigation into a debtor's circumstances will include:

- an attempt to contact the debtor in person, including a home visit if necessary
- data about the debtor shared by other areas of the Council including but not limited to Benefits, Income Services, and Electoral Registration
- data about the debtor shared by other public bodies as permitted by the Data Protection Act 1998.

Written records of the above will be kept with:

- details of attempts to contact the debtor
- the information gathered, consideration of whether the action is proportionate to the likely debt to be recovered and the reasons for proceeding with the action

### **3 COUNTY COURT JUDGEMENTS**

Where it is deemed appropriate to do so and the debt remains unpaid and no payment arrangement has been made or maintained to pay the outstanding debt, the Council may apply to the court to obtain a county court judgement (CCJ) against the debtor.

A county court judgement gives the Council certain powers to enforce the unpaid debt.

Once a CCJ is granted for sundry debts we can:

- ask for financial information, including employment and employer details
- take money directly from wages using an attachment of earnings order
- seek a charging order against property
- start bankruptcy proceedings

The County Court may instruct civil enforcement agents to collect the debt on the Council's behalf and add their fees. In the case of commercial rent debts civil enforcement agents appointed by the Court may uplift goods to the value of the debt and costs.

A county court judgement and the actions outlined may have serious consequences for the debtor and they will therefore always be considered on a case by case basis, taking individual circumstances into account. Other legal actions outside of this procedure may also be considered where appropriate, such as forcing the sale of a property if this is deemed a necessary and proportionate action and which may be considered for empty properties or where more than one property is owned.

#### **3.1 Attachment of earnings for sundry debts**

Where the Council has been given a debtor's employment details, we may issue an order to the debtor's employers to make deductions from their earnings. Employers are legally required to comply with the order. The amount that can be deducted is set by the county court after consideration has been given to the debtor's income and expenditure.

A letter confirming the amount to be deducted will be sent to the debtor and to the employer when the order is issued. Where we are considering issuing more than one order, the most recent debt takes first priority. More than one attachment of earnings can be applied at any one time.

If an attachment will not clear the debt in a reasonable time or if it is otherwise considered inappropriate, then the Council will consider another recovery action.

An attachment to earnings will only be cancelled in exceptional circumstances. In cases where a debtor claims hardship because of an attachment, the individual circumstances will be considered in deciding whether to cancel the attachment. The Council will require evidence of any claimed hardship. This will usually include evidence that they cannot afford to pay for essential expenses such as their housing costs, utilities or food.

#### **3.2 Enforcement agent action**

The Court may appoint an enforcement agent to recover the sundry debt on the Council's behalf.

Enforcement agents will issue a notice of enforcement and add statutory enforcement fees to the debt after a County Court Judgment has been granted by the Court.

Once a debt is referred to civil enforcement agents, any payments made either to them or directly to the Council will be applied in accordance with the Taking Control of Goods (Fees) Regulations 2014. If a debt has been passed to civil enforcement agents and payment is made directly to the Council without including the civil enforcement agent's fees; then the civil enforcement agent will pro rata the payment between debt and fees in strict accordance with regulations.

The debtor will be encouraged to repay the sums due or the enforcement agents may levy distress on goods owned by the debtor to satisfy the amount outstanding. If civil enforcement agents do not receive payment, cannot identify sufficient goods to clear the debt or cannot gain lawful entry to the property then they will send a certificate to the Council to confirm this position. Other courses of recovery action in this procedure will then be considered.

The Council will ensure as far as possible that the information, the civil enforcement agent holds is up to date and accurate. Enforcement agents are expected to operate in a fair and consistent manner and are subject to regular review based on collection, performance and conduct. Civil enforcement agents are also required to follow the Council's Code of Conduct.

The Council will only consider withdrawing a debt from civil enforcement agents in exceptional circumstances, for example, when a person is or may be vulnerable. However, vulnerability itself does not stop use of civil enforcement agents, although an identified vulnerability will be taken into consideration when making any contact or agreement with the customer. Requests for withdrawal are considered on a case-by-case basis and the decision made will be based on individual circumstances. Any cases that are identified as vulnerable will be dealt with by the enforcement agent's specialist vulnerability/welfare team.

### **3.3 Bankruptcy**

Where the debtor is an individual, the Council can apply to the County Court or High Court for them to be made bankrupt if the sundry debt is more than £5,000.00.

This course of action is costly and can have a considerable impact on debtors and members of their household. Before taking this action, the Council will therefore make reasonable attempts to investigate the taxpayer's personal and financial circumstances to determine whether bankruptcy action is appropriate.

The Council is more likely to pursue this action where:

- the debtor has previously broken agreed payment arrangements
- from the information the Council holds they appear to likely have sufficient realisable assets to pay the debt and likely costs
- the likely costs are proportionate to the debt to be recovered
- the taxpayer and members of their household are not vulnerable
- all other enforcement remedies have been exhausted.

A statutory demand will first be served on the debtor setting out the debt outstanding, and the options available to them to prevent further action, the time scales in which they need to respond and direct contact details of officers dealing with the case. A guide to the potential bankruptcy costs is included with the statutory demand. No additional costs are incurred at this stage, and the Council may still agree a payment arrangement with the debtor at this stage.

Where the debtor has not responded to the statutory demand within 21 days or where the Council is unable to agree arrangements that will discharge the debt; the Council will consider whether a petition for the debtor to be made bankrupt should be made to a court.

Where new information is received which suggests that the debtor or other members of the household may be vulnerable, consideration will be given regarding whether this action is still appropriate.

Where a bankruptcy order is made, and a debtor has assets that might be sold to settle a debt, a licensed insolvency practitioner will be appointed by the Court as a trustee to safeguard and secure the assets of the debtor. The costs associated with this type of action are high, typically running into several thousands of pounds, which are paid by the debtor.

### **3.4 Charging orders**

The Council may apply to the County Court or High Court for a charge to be put onto a property owned by the debtor. The Council is more likely to apply for a charging order against a property that is either fully or jointly owned by a debtor where:

- the debtor has previously broken agreed payment arrangements
- the debtor has failed to provide employment or benefit details
- no contact can be made with the debtor

The Council will usually contact the debtor again to try and settle the matter without the need for legal proceedings. Legal proceedings will commence if no agreement is reached.

Where new information is received by the Council which suggests that the taxpayer or other members of the household may be vulnerable, then consideration will be given as to whether this action is still appropriate.

The costs associated with this type of action are high, and will be added to the amount of the order. Where a charging order is granted, other methods of recovery may continue to be used to collect the debt.

The Council may also apply to the court for an order for sale, which may result in the property being sold and the amount subject to the charging order, including costs, being paid from the proceeds of sale. The Council is more likely to apply for an order for sale where the debtor owns more than one property, there is likely sufficient equity in the property to pay the debt and costs and the likely costs are proportionate to the debt owed.

## **PART THREE – ADULT SOCIAL CARE DEBTS**

### **1 RECOVERY PROCEDURE**

#### **1.1 Deferred Payment Arrangements**

This method of recovery is only available in respect of adults social care debts relating to residential care in accordance with the Care Act 2014.

A Deferred Payment Arrangement is a binding legal agreement between the Council and the customer to defer part of the payment of the adult social care debt in exchange for a legal charge to be placed on the property, where eligibility criteria is met. A contribution is made towards monthly costs and the debt is settled when the property is sold. Compound interest is charged on the debt at a rate which is set nationally. Such arrangements can be made by anyone in receipt of residential care services at any point in time.

To be eligible for a deferred payment, a client must meet the three criteria detailed below: (a)

A client must have needs that are to be met by the provision of care in a care home. This is determined when someone is assessed as having eligible needs which the Council decides should be met through a care home placement. This will comply with Choice of Accommodation Regulations and care and support planning guidance and so take reasonable account of a person's preferences;

(b) A client must have less than (or equal to) £23,250 in assets excluding the value of their home (i.e. in savings and other non-housing assets); and

(c) A client's home is not otherwise disregarded, for example it is not occupied by a spouse or dependent relative as defined in regulations on charging for care and support (i.e. someone whose home is taken into account in the local authority financial assessment and so might need to be sold).

#### **1.2 Invoice issue**

If a Deferred Payment Arrangement is not in place, then an invoice for monies owed to the Council for care fees or charges or community alarms is sent to the customer at the point that it is established that money is owed to the Council. This may be at the beginning of the financial year, or at any point within the year. The invoice will detail the amount due, and due date of any instalments. The invoice is also known as a sundry debt invoice.

If there are any changes to an account which alters the amount of money due to the Council, then a further adjustment notice will be sent to the customer. This informs the customer of any changes to the amount or date of payment due.

If there is no right to pay by instalments, then the full amount on the invoice must be paid as detailed on the invoice. Where appropriate an invoice will be raised before the service is provided.

The invoice may be addressed to the customer's representative where they have the authority to act on the customers behalf, for example Power of Attorney for Property and Welfare.



### **1.3 Reminder and Final Notice**

If a customer does not pay an instalment by the due date, then a Reminder notice will be issued. The customer must pay the amount requested on the Reminder notice generally within 20 days.

If the account is not brought up to date in accordance with the Reminder notice issued, then a Final Notice will be issued to the debtor 20 days after the payment was due to be paid in accordance with the Reminder notice. If the debt remains unpaid then further recovery actions are considered.

## **2 FURTHER RECOVERY ACTIONS**

The Council may consider whether other courses of action are appropriate to recover adult social care debts after the issue of Reminder and Final Notices where the debt remains unpaid. This may include further contact or visit by the Council to determine the particular circumstances of the customer to determine if they are in hospital or recently moved into residential care or has diminishing capacity and / or contact with others who may be acting on the customer's behalf. Such contacts may include social workers, the Office of the Public Guardian or investigations into financial abuse or mismanagement of a service users monies should this be necessary to establish the reasons for non-payment. Infrequently the Council may have to pursue the debt in other ways and seek legal action as outlined in this Policy document in Part Two – Sundry Debts Recovery.

## **PART FOUR – HOUSING BENEFIT OVERPAYMENTS**

### **1 RECOVERY PROCEDURE PRIOR TO LEGAL ACTION**

#### **1.1 Invoice issue**

An invoice for monies owed to the Council for overpaid Housing Benefit is sent to the customer at the point that the overpayment is identified. This may be at the beginning of the financial year, or at any point within the year. The invoice will detail the date and the amount due.

If there are any changes to the amount of Housing Benefit payable and this alters the amount of money due to the Council, then a further invoice will be sent to the customer. This informs the customer of any changes to the amount and the date the payment is due.

Where entitlement to Housing Benefit continues, or is reinstated, then any overpayment of Housing Benefit should be recovered from ongoing benefit as the appropriate rate.

#### **1.2 Reminder and Final Notice**

If a customer does not pay an instalment by the due date, then a Reminder notice will be issued. The customer must pay the amount requested on the Reminder notice generally within 14 days.

If the account is not brought up to date in accordance with the Reminder notice issued, then a Final Notice will be issued to the debtor. The Final Notice requests payment within 7 days.

#### **1.3 Arrangements**

Debts should be recovered as quickly and cost effectively as possible without causing undue financial hardship to debtors. Recovery of overpaid Housing Benefit is sought by negotiation with the debtor.

Where customers are experiencing severe financial hardship then income and expenditure information will be requested to enable a reasonable payment plan to be agreed. Only the essential expenditure is deducted from total income.

#### **1.4 Further Recovery - Attachments**

Where the amounts requested under the Reminder and Final Notice are not paid or the account remains in arrears, and no arrangement has been agreed, then after 14 days of the Final Notice being issued further recovery action will commence.

A letter is issued where no contact has been made and a balance remains outstanding to advise that contact must be made within 14 days of the date of the letter otherwise appropriate recovery action will be taken. Income details will be sought from the Department of Work and Pensions computer system, searchlight. If the customer is in receipt of one of the following benefits, an attachment of benefit can be applied;

Income Support (IS)

Attendance Allowance (AA)

Job Seekers Allowance (JSA)

Employment and Support Allowance (ESA)

Disability Living Allowance (DLA)

Incapacity Benefit (IB)

Industrial Death Benefit (IDB)

Carers Allowance (CA)  
Maternity Allowance (MA)  
State Retirement Pension (SRP)  
Severe Disablement Allowance (SDA)  
Pension Credit (PC)  
Bereavement Benefits (BB)  
Bereavement Allowances (BA)  
Personal Independence Payments (PIP)  
Universal Credit (UC)

Only one attachment to a non-Universal Credit benefit will be made.

The Benefit Service can recover overpaid Housing Benefit direct from a customer's earnings without the need for a Court Order, this is known as a Direct Earnings Attachment (DEA).

The Social Security (Overpayments and Recovery) Regulations 2013 introduced Direct Earnings Attachments (DEAs). This allows Local Authorities to recover overpayments of Housing Benefit using a Direct Earnings Attachment.

The standard DEA rates are detailed in Appendix Two of this policy.

### **1.5 Enforcement Agents**

Where no contact has been made or payment arrangement agreed or maintained, and benefit or earning details have not been provided then the debt will be passed to the Council's civil enforcement agents. The debtor is able to make an acceptable payment arrangement with the enforcement agent without incurring any enforcement agent fees.

The Council will ensure as far as possible that the information the civil enforcement agent holds is up to date and accurate. Enforcement agents are expected to operate in a fair and consistent manner and are subject to regular review based on collection, performance and conduct. Civil enforcement agents are also required to follow the Council's Code of Conduct.

The Council will only consider withdrawing a debt from civil enforcement agents in exceptional circumstances, for example, when a person is or may be vulnerable. However, vulnerability itself does not stop use of civil enforcement agents, although an identified vulnerability will be taken into consideration when making any contact or agreement with the customer. Requests for withdrawal are considered on a case-by-case basis and the decision made will be based on individual circumstances. Any cases that are identified as vulnerable will be dealt with by the enforcement agent's specialist vulnerability/welfare team.

## **GENERAL MATTERS**

### **Payment Arrangements**

At all stages, the Council will usually encourage and give customers, the opportunity to make individual arrangements to pay their debt.

The Council will expect an arrangement that clears the debt within the current financial year, which runs 01 April to 31 March. The Council will only consider arrangements beyond these parameters on an exceptional basis. Arrangements will also be assessed on affordability and to make this assessment the Council may require customers to provide full details and documentary evidence of their income, expenditure and savings. We may refuse to make an arrangement if a debtor's current employment and benefit details are not supplied where applicable.

It is the responsibility of the customer to ensure that their arrangement payments reach the Council on time. If any arrangement payments are missed or late, the Council may proceed with further recovery action immediately. A customer should contact the Council straightaway if they have difficulty keeping to an arrangement to discuss the matter.

Acting in accordance with this procedure will help to ensure that the collection of sums due is conducted in a consistent and objective manner; that will reduce the risk of inadvertent discrimination against persons with protected equality characteristics.

### **Advice agencies**

We recognise that a person who fails to pay a debt to the Council often has wider financial difficulties. We therefore provide information on how to contact a non-profit advice agency as appropriate in addition to providing information on how to apply for benefits, exemptions and discounts. The Council also recognises the importance of the work of non-profit advice agencies and endeavours to work in partnership with them on individual cases.

### **Debt**

Where a person has significant debts which are included in a legal debt relief order, individual voluntary arrangement order, breathing space scheme, or bankruptcy order the Council will not recover any amounts included in the order as the law requires for the time period specified by the order. Debts which are irrecoverable in accordance with legislation according to debt type will be written off. All other debts will be recovered except in cases where the debt exceeds 6 years old, and it is considered that all forms of recovery are exhausted.

### **Vulnerability**

The recovery of debts from those are receiving care and support is sensitive given potentially vulnerable nature of the individuals and the Council's responsibility to meet needs. The Council also recognises that certain groups of people may be especially vulnerable, temporarily or permanent, and require additional assistance in dealing with their financial affairs, this may include people who are disabled, have a mental impairment or learning difficulty, experiencing serious illness, recently bereaved, very elderly and those who have difficulty in reading or writing.

Each case will be considered individually, taking into account all relevant factors and the where a person is identified as vulnerable the person may be allowed longer to pay, be advised to claim benefits, discounts or other entitlements, be referred to sources of independent advice, be given a temporary payment arrangement with a lower repayment.

It is important to note that being vulnerable does not mean that the person will not be required to pay the Council Tax owed. In determining this procedure consideration has been given to the Council's statutory equality duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relations.

## **Data**

The Council will collect and store personal data for the purposes of the effective billing, collection and recovery of debts. Personal data retained for this purpose will be processed in accordance with the Data Protection Act and General Data Protection Regulations (GDPR) 2018. Personal data may be shared with other public bodies, agents or contractors appointed by the Council for the recovery of debts as permitted by law and data will be stored securely at all times. The privacy notice link provides further information on this [Exchequer-Services-Privacy-Notice.pdf \(tameside.gov.uk\)](#)

Personal data may be used in accordance with law enforcement purposes. The term 'law enforcement purposes' relates to the prevention, investigation, detection or prosecution of criminal offences, or the execution of criminal penalties and which includes benefit fraud. Personal data will be used to ensure that benefits, discounts and exemptions are correctly awarded.

## **Enforcement Agents**

The Council employs externally contracted civil enforcement agents who must act in accordance with the Councils Code of Practice at all times. The contractor must ensure and monitor that its employees and agents comply with the Code of Practice at all times and ensure that taking control of goods is carried out in a fair manner and in accordance with the Council's requirements.

## **Complaints**

While the Council's objective is to provide an excellent level of service we recognise that things sometimes can go wrong. When it comes to an officer's attention that a customer is dissatisfied or that there is an error on an account, they should where possible address the dissatisfaction and correct any error immediately and remove the need for the taxpayer to seek redress through a complaint or appeal.

If a customer is unhappy with the service they have received they can at any stage lodge a complaint. All complaints will dealt with as per the Council's complaints procedure and can be found on the Council's website at: [Complaints to Tameside Council and the Councils complaints procedure and general complaints information](#)

## DEBT RECOVERY POLICY

### COSTS

### APPENDIX ONE

Summons costs set locally and reviewed annually	
<b>Council tax</b>	<b>£86 per summons</b>
<b>Business rates</b>	<b>£129 per summons</b>

Monthly Attachment of Earnings set by central government	
Net earnings	Deduction rate %
Not exceeding £300	0
Exceeding £300 but not exceeding £550	3
Exceeding £550 but not exceeding £740	5
Exceeding £740 but not exceeding £900	7
Exceeding £900 but not exceeding £1,420	12
Exceeding £1,420 but not exceeding £2,020	17
Exceeding £2,020	17 in respect of the first £2,020 and 50% in respect of the remainder

Attachment of Benefit Deductions set by central government
The current rate of deduction is £4.25 increasing to £4.55 from 01April 2024

Enforcement Agent Fees set by central government		
Fee	Cost	Information
Compliance fee	£75	Initial contact by the Enforcement Agent to the debtor to urge contact to discuss a payment arrangement.
Enforcement fee	£235	The Enforcement Agent fee for attending the property. Plus 7.5% of the value of the original debt that exceeds £1500
Removal and Disposal Stage Fee	£110	This fee reflects the uplift and disposal of goods to the value of the debt. Plus 7.5% of the value of the original debt that exceeds £1500

<b>Employee's weekly pay (£)</b>	<b>Employee's monthly pay (£)</b>	<b>Deductions from earnings</b>
100.00 or less	430.00 or less	Nothing to deduct
100.01 to 160.00	430.01 to 690.00	3%
160.01 to 220.00	690.01 to 950.00	5%
220.01 to 270.00	950.01 to 1,160.00	7%
270.01 to 375.00	1,160.01 to 1,615.00	11%
375.01 to 520.00	1,615.01 to 2,240.00	15%
More than 520.00	More than 2,240.00	20%

<b>VERSION CONTROL</b>		
<b>Version</b>	<b>Date</b>	<b>Lead Officer</b>
<b>Version 1</b>	<b>January 2022</b>	<b>Ilys Cookson</b>
<b>Version 1.1 amendments</b>	<b>February 2024</b>	<b>Tracey Watkin</b>

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# Agenda Item 6

<b>Report to:</b>	<b>EXECUTIVE CABINET</b>
<b>Date:</b>	27 March 2024
<b>Executive Member:</b>	Councillor Denise Ward- Executive Member (Climate Emergency and Environmental Services)
<b>Reporting Officer:</b>	Jo Oliver, Head of Waste Management and Fleet Services
<b>Subject:</b>	<b>REVISED WASTE MANAGEMENT LEVY ALLOCATION METHODOLOGY AGREEMENT (LAMA)</b>
<b>Report Summary:</b>	To consider matters relating to the Waste Levy Allocation Methodology Agreement (LAMA).
<b>Recommendations:</b>	<p>That Executive Cabinet be recommended to agree:</p> <ol style="list-style-type: none"><li>1. That the new Levy Allocation Methodology Agreement (LAMA) is approved.</li><li>2. Authority is delegated to the Director of Resources and Director of Place in consultation with the First Deputy (Finance, Resources and Transformation) and the Executive Member (Climate Emergency and Environmental Services) to approve any changes to the LAMA which are not considered material.</li></ol>
<b>Corporate Plan:</b>	Modern infrastructure and a sustainable environment that works for all generations and future generations.
<b>Policy Implications:</b>	To help meet Tameside's aim of promoting environmental sustainability.
<b>Financial Implications: (Authorised by the statutory Section 151 Officer)</b>	<p>The Council currently pays a £15.520m contribution to Greater Manchester Combined Authority for the Greater Manchester Waste Levy. This is calculated on the basis of waste disposal tonnages in 2017/18 per the previous LAMA agreement as approved by Executive Cabinet on 27 November 2019.</p> <p>The key change from the previous agreement is that, from April 2024 actual data from 2022/23 will be used as the baseline year to calculate costs. The change in year will mean estimated costs are calculated using more realistic tonnage data. All costs are adjusted at the end of the financial year when full tonnage data for the year is available. Census data from 2021 will be used for car ownership per Waste Collection Authority for cost allocation for the Household Waste Recycling Centres (HWRCs)</p> <p>The change in methodology will lead to cost increases for Tameside, the proposed costs are summarised below.</p>

	<b>Annual cost (£m)</b>	<b>Annual increase (£m)</b>	<b>% Increase</b>
2023/24	15.520		
2024/25	16.226	0.706	4.5%
2025/26	16.800	0.574	3.5%
2026/27	17.576	0.776	4.6%

By 2026/27 it is estimated that costs will increase by £2.056m per year compared to the current year cost, which would create significant pressures on the Council's financial position. Targeted work will be undertaken to encourage behavioural changes to further increase recycling rates, where possible, in order to mitigate the proposed cost increases.

**Legal Implications:  
(Authorised by the Borough  
Solicitor)**

The report seeks the approval of the revised Levy Allocation Methodology Agreement (LAMA), the previous Agreement having been approved by Executive Cabinet on 27th November 2019. The LAMA provides the basis of the calculation and apportionment of the cost of disposal of waste between the nine Greater Manchester Waste Collection Authorities. As indicated in the report the most significant change from the previous LAMA is that, from April 2024 actual data from 2022/23 will be used as the baseline year to calculate costs and thus mean estimated costs are calculated using more realistic tonnage data.

The recommendations are lawful and the proposed delegation at recommendation 2 to enable minor amendments that are not material is reasonable and appropriate.

**Risk Management:**

The Levy Allocation Methodology Agreement (LAMA) comprises the nine Greater Manchester Waste Collection Authorities (excluding Wigan MBC) and the Greater Manchester Combined Authority (GMCA), the waste disposal authority and is intended to incentivise an increase in recycling performance and diversion from disposal. Failure to do so will have negative environmental and financial impacts so it is essential we continue to encourage residents to recycle, reduce contamination rates and the amount of waste sent for disposal.

**Background Information:**

The background papers relating to this report can be inspected by contacting Jo Oliver, Head of Waste Management and Fleet Services



Telephone: 0161 342 3173



e-mail: [jo.oliver@tameside.gov.uk](mailto:jo.oliver@tameside.gov.uk)

## 1. INTRODUCTION

- 1.1 The Waste Management Levy Allocation Methodology Agreement (LAMA) is the method by which the costs for the operating contract for the acceptance, processing and disposal of residual waste, recyclables and food and garden waste amongst others is allocated amongst the nine waste collection authorities who are signatories. The agreement is until 31 March 2029.

## 2. LEVY ALLOCATION METHODOLOGY AGREEMENT (LAMA) CHANGES FROM 2024/25

- 2.1 The LAMA allocates the fixed and variable costs of the budget by waste stream, trade waste, Household Waste Recycling Centres (HWRCs) and GMCA (waste and resources own costs). The agreement was last revised in 2019 and the revision approved at Executive Cabinet on 27 November 2019.
- 2.2 The most significant change from the previous agreement is that actual data from 2022/23 will be used as the baseline year to calculate costs. Previously data from 2017/18 was used. The change in year will mean estimated costs are calculated using more realistic tonnage data. All costs are adjusted at the end of the financial year when full tonnage data for the year is available. Census data from 2021 will be used for car ownership per Waste Collection Authority for cost allocation for the Household Waste Recycling Centres (HWRCs). In the 2019 revision of the agreement data from the 2011 census was used.
- 2.3 Details of the changes have been discussed at Greater Manchester Treasurers meeting in October 2023 and the proposed changes were agreed. A copy of the revised agreement is provided as **Appendix 1**.

## 3. CONCLUSION

- 3.1 The LAMA is the unanimously agreed method for allocating the Waste and Resources budget between the constituent Waste Collection Authorities.
- 3.2 The key changes are in in section 2.2 of this report and Greater Manchester Treasurers have discussed the changes and agreed them.

## 4. RECOMMENDATIONS

- 4.1 As set out at the front of the report.

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# ***WASTE MANAGEMENT LEVY ALLOCATION METHODOLOGY AGREEMENT (LAMA)***

**DATED**

**2023**

- (1) Greater Manchester Combined Authority
- (2) Bolton Borough Council
- (3) Bury Metropolitan Borough Council
- (4) The Council of the City of Manchester
- (5) Oldham Metropolitan Borough Council
- (6) Rochdale Metropolitan Borough Council
- (7) Salford City Council
- (8) Stockport Metropolitan Borough Council
- (9) Tameside Metropolitan Borough Council
- (10) Trafford Borough Council

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**THIS LEVY ALLOCATION METHODOLOGY AGREEMENT (LAMA) is made on the**

**2023**

**BETWEEN**

- (1) Greater Manchester Combined Authority of 1st Floor, Tootal Buildings, 56 Oxford Street, Manchester, M1 6EU (“the GMCA”);
- (2) Bolton Borough Council of Town Hall, Victoria Square, Bolton, BL1 1RU;
- (3) Bury Metropolitan Borough Council of Town Hall, Knowsley Street, Bury, BL9 0SW;
- (4) The Council of the City of Manchester, PO Box 532, of Town Hall, Albert Square, Manchester, M60 2LA;
- (5) Oldham Borough Council of Civic Centre, West Street, Oldham, OL1 1UG;
- (6) Rochdale Metropolitan Borough Council of Rochdale OL16 1LQ Number One Riverside, Smith Street, Rochdale, OL16 1XU
- (7) Salford City Council of Civic Centre, Chorley Road, Swinton, Salford, M27 5DA;
- (8) Stockport Metropolitan Borough Council of Town Hall, Edward Street, Stockport, SK1 3XE
- (9) Tameside Metropolitan Borough Council of Tameside One, PO Box 317, Ashton-under-Lyne, OL6 0GS
- (10) Trafford Borough Council of Trafford Town Hall, Talbot Road, Stretford, Manchester, M32 0TH;

EACH (other than the GMCA) being a Waste Collection Authority and which are (other than the GMCA) collectively referred to as “the WCAs”.

## **RECITALS**

- (A) The GMCA is a Waste Disposal Authority (WDA) and has a statutory duty to dispose of waste.
- (B) The WCAs have a statutory duty to collect waste and deliver it to the GMCA.
- (C) The LAMA is designed to support delivery of recycling and diversion from landfill in a way that maximises financial and environmental benefits. Policy on waste management is currently being reviewed at a national level, and as such whilst the LAMA is intended to reflect an expected increase in the levels of recycling performance and diversion from landfill that will be required, it will need to be reviewed over its term to ensure it reflects final policy decisions.
- (D) The Joint Waste Disposal Authorities (Levies) (England) Regulations 2006 established the GMCA's power to issue levies on its constituent councils (the WCAs) to meet all liabilities falling to be discharged by the GMCA.
- (E) The GMCA has entered into Operating Contracts for the disposal of residual waste and treatment of recyclates, pulpables and green waste (amongst other things). The WCAs have agreed, subject to the terms of this LAMA, to support the GMCA in fulfilling its responsibilities under these arrangements, which includes a commitment to deliver all waste materials to the Operating Contracts.
- (F) Until the Expiry Date of the LAMA the GMCA is managing contracts which cover: -
- Lot 1 – known as the “Waste and Resource Management Services” (WRMS).
  - Lot 2 – known as the “Household Waste Recycling Centre Management Services” (HWRCMS);
  - Residual Value Contract (RVC); and the
  - Biowaste Framework.



## **1. DEFINITIONS**

1.1 In this Agreement, unless the context otherwise requires terms with an initial capital shall have the meanings set out below.

<b>“Administrative Area”</b>	The administrative area(s) of the Parties at the date of this Agreement
<b>“Agreement”</b>	This agreement and the Schedules hereto
<b>“Best Value”</b>	The obligation continuously to improve both the quality and cost of the collection of Residual Waste and Recycling pursuant to the provision of the Local Government Act 1999
<b>“Best Value Duty”</b>	The duty of continuous improvement in relation to, inter alia, the collection of Residual Waste and Recycling imposed on WCAs by Section 3 (1) of the Local Government Act 1999
<b>“Bulky Waste”</b>	WCA collected waste that by its nature will not fit in the usual residual waste receptacles (such as large items of furniture etc.), often referred to as Bulky Waste
<b>“Change”</b>	Any change agreed in accordance with clauses 6 (WCA Best Value) or 7 (Change) and <b>Error! Reference source not found.</b> Schedule 2 (Change Control Procedures)
<b>“Change in Law”</b>	The coming into effect, after the date of this Agreement, of:- <ul style="list-style-type: none"><li>(a) Legislation, other than any Legislation which on the date of this Agreement has been published<ul style="list-style-type: none"><li>(i) in a draft Bill as part of a Government Departmental Consultation Paper;</li><li>(ii) in a Bill;</li><li>(iii) in a draft statutory instrument;</li><li>(iv) as a proposal in the official Journal of the European Union;</li></ul></li><li>(b) any Guidance; or</li><li>(c) any applicable judgement of a relevant court of law which establishes or changes a binding precedent</li></ul>
<b>“Commencement Date”</b>	1 <sup>st</sup> April 2020
<b>“Commingled Waste”</b>	Dry recycling that is usually collected as mixed materials by WCAs; initially comprising cans, plastic bottles, and glass
<b>“Delivery Points”</b>	The delivery points for waste to be deposited by type to be agreed by the WCAs on an annual basis or such other delivery points as the Parties shall agree.

**“Exceptional Circumstances”**

A decision to be made by the GMCA Treasurer to exercise his/her discretion in circumstances that are outside the direct decision making control of the WCAs under which Recycling Minimum Performance Level is triggered.

The following issues are agreed as constituting the initial list of exceptional circumstances: -

1. Waste Reduction – If waste is taken out of the system, (for example pushed up the waste hierarchy and therefore doesn't need collecting), an adjustment in the calculation of what triggers the 1% will need to be made. In considering the actions that have led to the waste reduction, investment in waste reduction initiatives will be recognised as a mitigating factor.
2. Carve out for national changes e.g. UK Waste and Resources Strategy and any change impact for which a baseline recalculation for all is needed
3. The impact of unplanned disruption to service

In these Exceptional Circumstances the GMCA Treasurer, after full consultation with the Chair of the Waste Chief Officers Group (SOG), shall apply a tonnage adjustment rate that is at the LAM Variable costs, rather than also applying the fixed cost rate

**“Expiry Date”**

Subject to any earlier termination of this Agreement the expiry date shall be 31<sup>st</sup> March 2029, and “Expiry” shall be construed accordingly

**“Facility”**

Each and any facility for the reception of Waste from WCAs including the Delivery Points provided and/or operated or to be provided under the Operating Contracts with all supporting infrastructure and equipment

**“GMCA”**

Greater Manchester Combined Authority

**“HWRC”**

Household Waste Recycling Centre

**“LAM fixed costs”**

The LAM model costs which are not expected to vary by volumes of tonnages processed, and are by definition mostly fixed by their nature eg NNDR, pensions, lifecycle costs, RVC contract costs, fixed cost elements of the Operating Contracts.

**“LAM variable costs”**

The LAM model costs which are broadly expected to vary by volumes of tonnages processed.

**“Legislation”**

Any Act of Parliament or subordinate legislation within the meaning of Section 21(1) of the Interpretation Act 1978, any exercise of the Royal Prerogative, and any enforceable community right within the meaning of Section 2 of the European Communities Act 1972, in each case in the United Kingdom

<b>“Levy”</b>	The charge to the WCAs in accordance with Schedule 1
<b>“Levy Allocation Model (LAM)”</b>	A financial model that is used to allocate cost between fixed, variable and GMCA own costs as set out Schedule 1
<b>“Levy Requirement”</b>	The annual budget requirement, less any contributions for reserves, that the GMCA needs to raise from WCAs by the Levy to produce a balanced budget.
<b>“Operating Contracts”</b>	Two operating contracts let 1 <sup>st</sup> June 2019 comprising: - <ul style="list-style-type: none"> <li>• Lot 1 – known as the “Waste and Resource Management Services” (WRMS).</li> <li>• Lot 2 – known as the “Household Waste Recycling Centre management services” (HWRCMS).</li> </ul>
<b>“Parties”</b>	The GMCA and the WCAs, and “Party” shall mean any of them
<b>“Partnering Ethos”</b>	The aspirational aims set out at clause 3.2
<b>“Performance Deductions”</b>	As defined in the Operating Contracts
<b>“Performance Standards”</b>	The criteria set out in the Operating Contracts as agreed or amended from time-to-time
<b>“Planned Maintenance”</b>	Planned maintenance by Operating Contractors at any of the Delivery Points
<b>“Recyclable Materials”</b>	Any materials collected separately or otherwise separated from Residual Waste for the purposes of Recycling (and including materials collected and delivered commingled), including the materials listed below: <ul style="list-style-type: none"> <li>(a) paper and cardboard;</li> <li>(b) plastics;</li> <li>(c) ferrous and non-ferrous metals;</li> <li>(d) glass;</li> <li>(e) organic kitchen and garden waste; and</li> <li>(f) street sweepings (if delivered and treated separately)</li> </ul> <p>or such other materials as shall be agreed in writing between the Parties from time-to-time</p>
<b>“Recycle”</b>	The delivery of Recyclable Materials for reprocessing (as evidenced by a defined audit trail) but excluding energy recovery or beneficial use for inclusion in a reprocessing process, and the terms “Recycling” and “Recycled” shall be interpreted accordingly
<b>“Recyclate Performance Adjustment”</b>	The adjustment that is carried out if performance falls below the Recyclate Minimum Performance level. <p>The adjustment applied is calculated as: -</p>

- a) expected total Recycling tonnes arisings as per 2022/23 actuals (total Recycling (calculated as dc+dp+dg+ds) less 1%)

minus

- b) actual total Recycling tonnes arisings in year

equals

- c) additional tonnes of waste to be charged

Total extra charge (additional sum) to be calculated by:-

- i. additional tonnes of waste (from c. above),

multiplied by

- ii. LAMA Fixed Costs per tonne for Residual Waste

**“Recyclate Base Performance level (RBP)”**

This is the actual level of recycling achieved in 2022/23 at an individual WCA level expressed as a percentage of total waste arisings less trade waste, as set out in the formula below: -

$$\text{WCA RBP} = \frac{\text{dg+dc+dp+ds}}{\text{dw-dt}}$$

where;

dg = WCA food and garden waste tonnes

dc = WCA commingled recycling tonnes

dp = WCA pulpables tonnes

ds = WCA street sweepings tonnes (delivered and treated separately)

dw = WCA total waste arisings tonnes

dt = WCA trade waste

**“Recyclate Minimum Performance level”**

This is the level by which recycling levels can reduce, below which the Recyclate Performance Adjustment is applied.

It is expressed as shown in the formula below:

$$\text{RBP} - 1\%$$

**“Residual Waste”**

All Waste delivered to the GMCA that is not Recyclable Material, or Trade Waste

**“RVC”**

The Residual Value Contract entered into by the GMCA and Thermal Power Station (Runcorn) Limited (TPSCo) for the end disposal in a combined heat and power plant by thermal means of the refuse derived fuel produced from residual waste.

<b>“Service Delivery Plans”</b>	The plans in the Operating Contracts which set out how the Residual Waste and Recycling services and certain of the standards to which the services must be performed in respect of the relevant Facilities
<b>SOG</b>	Waste Chief Officers Group composed of GMCA Waste and Resources team officers and WCA Waste Chief Officers, chaired by a WCA representative.
<b>“Trade Waste”</b>	Waste of similar composition to Residual Waste which is collected from commercial and office premises for or by the WCAs and is treated in accordance with Schedule 1, para. 6
<b>“Unavailable/Un-availability”</b>	That a Delivery Point is for a period of time or permanently unavailable for the reception of Residual Waste and Recycling, as further defined in the Operating Contracts
<b>“Waste”</b>	The types of waste described in WCA Forecast to be delivered by the WCAs to the GMCA pursuant to this Agreement and other provisions relating thereto
<b>“WCA Forecast”</b>	The forecast, made by each WCA, of all Waste arising, for a five year forward period that takes account of expected increase in housing and population. WCA Forecasts shall be updated annually as follows: <ul style="list-style-type: none"> <li>• Each WCA will prepare at least two forecasts annually, which will be subject to scrutiny by the GMCA. Those forecasts will be required each year in: -</li> <li>• Mid-September – to complement the initial budget forecast and inform the initial allocation of levy at WCA level; and</li> <li>• Early November – which will be used as the basis of setting the annual Levy at a WCA level</li> </ul> <p>The GMCA Treasurer and Executive Director, Waste &amp; Resources will notify final dates in August each year, after consulting with the SOG.</p>
<b>“WCA Operations”</b>	The methods of operation from time-to-time of each WCA in collecting and delivering its Waste to Delivery Points
<b>“WDA”</b>	The Greater Manchester Combined Authority in its statutory capacity as a Waste Disposal Authority.

## **2. COMMENCEMENT AND DURATION**

This Agreement will commence on the Commencement Date and continue in full force and effect until the earlier of:-

2.1 the Expiry Date; or

- 2.2 earlier if all of the WCAs and the GMCA agree to amend or terminate this Agreement.

### **3. PARTNERING ETHOS**

- 3.1 The Parties will work in good faith and in accordance with the Partnering Ethos.
- 3.2 Partnering Ethos shall mean that each party shall:-
- 3.2.1 act reasonably and co-operatively with the other Parties;
  - 3.2.2 provide information to each other which they consider (acting reasonably) to be relevant relating to waste collection and waste disposal;
  - 3.2.3 use reasonable endeavours to mitigate any losses arising from a Party's failure under this Agreement and to reduce the detrimental impact on the other Parties (or the council tax payers of any one of them) of any failure to carry out its obligations under this Agreement;
  - 3.2.4 use reasonable endeavours working together and in co-operation with the Operating Contractors, to minimise waste, to educate the public and the commercial sector about recycling schemes and why their participation in these schemes is crucial, and to ensure that as much Waste as possible is (in order of priority) reduced, re-used, recycled or recovered; and
  - 3.2.5 without prejudice to the express rights, remedies and obligations of the WCAs under this Agreement and Legislation the WCAs shall (using reasonable endeavours) not knowingly do anything under their reasonable control which would put the GMCA in material breach of the Operating Contracts.

### **4. PRINCIPAL OBLIGATIONS OF THE GMCA**

- 4.1 The GMCA will discharge its statutory duties and contractual obligations to the WCAs (to receive and dispose of Waste at the Delivery Points) through the Operating Contracts referred to in the Recitals.
- 4.2 The GMCA will apportion the costs incurred in relation to these obligations pursuant to Schedule 1 (Levy Allocation to WCAs Methodology).

- 4.3 Where an act or omission of the GMCA or any relevant Contractor of the GMCA, including a failure of the Operating Contractors to achieve any of the Performance Standards, causes any loss to one or more WCAs, the GMCA will use its best endeavours to pursue any appropriate remedies available to it including the recovery of Performance Deductions under the Operating Contracts referred to in the Recitals and may pay such monies to the affected WCA. Where more than one WCA has suffered the same performance failure the payment of any compensation or the Performance Deduction shall be shared between the affected WCAs pro-rata based upon the amount of losses incurred by each WCA arising out of the performance failure. The payment shall be made to WCAs by the GMCA through the LAMA as part of the year end adjustment.
- 4.4 Any money compensation obtained or payable by the GMCA pursuant to clause 4.3 will be returned to the WCAs in appropriate proportions through the LAM.
- 4.5 Subject to clauses 4.7 the GMCA will use its reasonable endeavours to notify a WCA of any changes within the Operating Contracts set out in the Recitals which might be of relevance to it or affect its obligations flowing from that contract or this Agreement.
- 4.6 The GMCA shall use its reasonable endeavours to ensure that the Operating Contractors achieve the Performance Standards and shall ensure that each WCA is made aware of the Performance Standards and of the current Service Delivery Plans and, where relevant, is consulted about them.
- 4.7 The GMCA has agreed the basis for the contractual arrangements with the Operating Contractors and the WCAs and shall use its best endeavours to ensure that any material change to the Operating Contracts shall be agreed with the WCAs in advance and shall use its best endeavours to mitigate any impact on the WCAs.

## **5. PRINCIPAL OBLIGATIONS OF THE WCAs**

- 5.1 Without prejudice to clauses 6 (WCA Best Value) and 7 (Change to the RVC and the Replacement Operating Contracts), each WCA will deliver or cause to be delivered to the Delivery Points for that WCA all Waste as agreed in advance with GMCA.
- 5.2 If any act or omission of a WCA causes loss to the GMCA (including, without limitation, through entitling the Operating Contractors of the GMCA to increase its charges or seek any other remedy from the GMCA) or to any other WCA, then that WCA will bear the cost of the relevant losses, so that they do not fall equally, through the LAM, on those WCAs which were not at fault.

- 5.3 The WCAs will pay the GMCA for the waste disposal services it provides to the WCAs pursuant to the Levy Regulations as defined in Schedule 1 in accordance with the principles set out in Schedule 1 (Levy Allocation to WCAs Methodology).
- 5.4 Each WCA shall, in preparing the WCA Forecast for its Administrative Area, take account of the impact of population and housing growth on waste arisings and composition. The GMCA will act as a 'critical friend' to challenge the WCA Forecasts produced, and seek explanations that it deems appropriate. Comments by the GMCA will be given due consideration by the WCA and if no changes are proposed the WCA will be required to supply a written explanation of why changes have not been made to the WCA Forecast. The WCA Forecast shall be provided annually and will cover a 5-year rolling period, or other shorter period as the GMCA deems appropriate.
- 5.5 Nothing contained in this Agreement and no consent or approval given by any party to this Agreement shall prejudice, restrict, interfere with or otherwise affect, any of the statutory or other rights powers or obligations and duties for the time being vested in that party, or the performance by that party of any such obligations or duties, or the means by which that party shall, in its absolute discretion, exercise its respective rights or powers, or fulfil or discharge any such obligations or duties.

## **6. WCAs' BEST VALUE DUTY**

- 6.1 The GMCA acknowledges that WCAs are subject to the Best Value Duty and it agrees to assist WCAs in discharging the Best Value Duty in relation to the continuous improvement in the delivery of their waste collection services.
- 6.2 The GMCA shall comply with requests for information, data or other assistance made by WCAs in pursuance of the Best Value Duty.

## **7. CHANGE TO THE OPERATING CONTRACTS**

- 7.1 WCAs may request a change to the Operating Contracts in accordance with the provisions of Schedule 2 (Change Control Procedures).

## **8. EXIT AND ENTRY ARRANGEMENTS**

- 8.1 Expiry and Termination
- 8.1.1 Not before 1<sup>st</sup> April 2025 the Parties shall meet to discuss and, all acting reasonably and in good faith, determine the



arrangements for the disposal of waste after the expiry of the Replacement Operating Contracts.

## 8.2 New Entrant

8.2.1 If at any time during the term of this Agreement, any third party wishes to utilise any part of the Operating Contracts, the Parties will meet to discuss and, acting reasonably and in good faith, determine whether agreement should be given to that third party utilising the Operating Contracts and, if so, the terms of that agreement with the intention that the WCAs are in no worse position as a result of the third party's use, and that such third party is not put in any better position than the WCAs.

## **9. NO WORSE/NO BETTER**

9.1 Any reference in clause 8 to leaving the WCAs in a "no worse position" shall be construed by reference to the WCAs:-

9.1.1 rights, duties and liabilities under or arising pursuant to performance of this Agreement; and

9.1.2 their ability to perform their obligations and exercise their rights under this Agreement, so as to ensure that:

9.1.3 each WCA is left in a position which is no worse in relation to its financial position under this Agreement and its operating methods for the collection and delivery of Waste had the third party not utilised the Operating Contracts; and

9.1.4 the ability of the WCAs to comply with this Agreement is not adversely affected as a consequence of that utilisation.

9.2 Any reference in clause 8 to putting the third party in "any better position than the WCAs" shall be construed by reference to the WCAs' rights and financial position under this Agreement.

## **10. FREEDOM OF INFORMATION**

10.1 Each Party acknowledges that each of the other Parties is subject to the requirements of the Freedom of Information Act 2000, the Environmental Information Regulations 2004 and the General Data Protection Regulation Data Protection Act 2018 and shall assist and co-operate with the other Parties to comply with these information disclosure requirements.

## **11. PRIVACY**

- 11.1 No term of this Agreement is enforceable under the Contracts (Rights of Third Parties) Act 1999 by a person who is not a party to this Agreement.

## **12. NO AGENCY**

- 12.1 None of the parties shall hold itself out as being the servant or agent of any other Party, otherwise than in circumstances expressly permitted by this Agreement.
- 12.2 None of the parties shall hold itself out as being authorised to enter into any contract on behalf of any other Party or in any other way to bind any other Party to the performance, variation, release or discharge of any obligation.
- 12.3 No WCA shall in any circumstances hold itself out as having the power to make, vary, discharge or waive any bye-law or any regulation of any kind relating to the disposal of Waste.

## **13. NO PARTNERSHIP**

- 13.1 Nothing in this Agreement is intended to, or shall operate to create, a partnership as defined by the Partnership Act 1890 or joint venture of any kind between the Parties or any of them, or to authorise any Party to act as agent for any other, and no Party shall have the GMCA to act in the name or on behalf of or otherwise to bind any other in any way (including but not limited to the making of any representation or warranty, the assumption of any obligation or liability and the exercise of any right or power).

## **14. ENTIRE AGREEMENT**

- 14.1 Except where expressly provided in this Agreement, this Agreement constitutes the entire agreement between the Parties in connection with its subject matter and supersedes all prior representations, communications, negotiations and understandings concerning the subject matter of this Agreement.
- 14.2 Each of the Parties acknowledges that:-
- 14.2.1 it does not enter into this Agreement on the basis of and does not rely, and has never relied, upon any statement or representation (whether negligent or innocent) or warranty

or other provision (in any case whether oral, written, express or implied) made and agreed to by any person (whether a party to this Agreement or not) except those expressly repeated or referred to in this Agreement and the only remedy or remedies available in respect of any misrepresentation or untrue statement made to it shall be any remedy available under this Agreement; and

14.2.2 this clause 14 shall not apply to any statement, representation or warranty made fraudulently, or to any provision of this Agreement which was induced by fraud, for which the remedies available shall be all those available under the law governing this Agreement.

## **15. LAW OF THE CONTRACT AND JURISDICTION**

15.1 This Agreement shall be governed by the laws of England and Wales and the Parties submit to the exclusive jurisdiction of the courts of England and Wales.

**Schedule 1**  
**LEVY ALLOCATION METHODOLOGY**

1. Payment by the WCAs to the GMCA for the waste disposal services received, and apportionment of the Levy under the Joint Waste Disposal Authorities (Levies) (England) Regulations 2006 (“the Levy Regulations”) will be established in accordance with the principles set out in this Schedule 1. Therefore, the levy allocation mechanism set out in this Schedule represents an agreed basis for apportioning the Levy under Regulation 4 (1) (a) of the Levy Regulations.
  
2. Under the Operating Contracts the GMCA waste costs comprise:
  - a) A Fixed Cost element;
  - b) A Variable Cost element. The variable element is directly linked to the expected tonnages processed via the Facilities, as set out in the WCA Forecast; and
  - c) The GMCA’s own direct costs.

Collectively these costs will be used to determine annual budget requirements, which after application of any reserves, generates a Levy Requirement.

3. The following table sets out the key design characteristics, and reasons for their inclusion used in apportioning the Levy.

<b>Key design characteristics</b>	<b>Reasons for their inclusion</b>
<b>A. WCA Collected Waste</b>	
<ol style="list-style-type: none"> <li>1. Retain a waste stream approach, based upon:-               <ol style="list-style-type: none"> <li>i. Commingled</li> <li>ii. Pulpables;</li> <li>iii. Organics (Food and Garden);</li> <li>iv. Trade Waste;</li> <li>v. Residual Waste; and</li> <li>vi. Street Sweepings (if delivered and treated separately)</li> </ol> </li>   <li>2. Allocate costs on the basis of a Levy Apportionment Model (LAM) which comprises:-</li> </ol>	<p>Reflects current WCA collection working practices and ensures costs/environmental benefits from improvements are retained.</p>

	<p>i. LAM Fixed Costs element. These will be allocated to WCAs based on 2022/23 actual tonnages, and will be reviewed and reset for the 2028/29 financial year or other such year as may be agreed unanimously between the parties.</p> <p>ii. LAM Variable Costs Allocated to WCAs based on forecast tonnages for the year</p> <p>3. For WCAs whose recycling falls below the Recycling Minimum Performance Level (RBP -1%) they will be required to make an additional levy contribution calculated by:</p> <p>i. expected total Recycling tonnes arisings as per 2022/23 actuals (total Recycling calculated as dc+dp+dg+ds)</p> <p>ii. less 1%</p> <p>iii. minus actual total Recycling tonnes arisings in year</p> <p>iv. equals additional tonnes of waste to be charged</p> <p>v. cost allocation additional sum is additional tonnes of waste multiplied by LAM Fixed Costs per tonne for Residual Waste</p> <p>4. Common assumptions to be used in tonnage estimates, as per schedule 1.</p>	<p>Ensures that one WCA can't adversely impact others by reducing its recycling performance.</p> <p>In case of Exceptional Circumstances this additional levy contribution can be over-ridden by the GMCA Treasurer.</p> <p>Ensures that all future year increases are based upon common factors and also ensure re-procurement facilities/capacity are correctly sized.</p>
<b>B. Household Waste Recycling Centres</b>		
	<p>Cost allocation to be based upon:</p> <p>i. 50% Council Tax Base (Band D equivalent) from prior year</p> <p>ii. 50% Car Ownership (2021 Office of National Statistics census)</p>	<p>Cost allocation factors to be reviewed and amended, as needed, for future years LAM.</p>
<b>C: GMCA Own costs</b> – including direct costs (such as salaries/running costs and legacy financing costs)		
	<p>Equal share to each WCA</p>	<p>Costs don't vary much by activity, and are thus linked to an 11.1% each WCA allocation basis.</p>

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4. As soon as practical after the year end an adjustment will be determined by the GMCA to vary WCA Levy allocations to reflect variations in actual tonnages delivered (compared to WCA Forecasts). This will also include Trade Waste.
5. As part of the annual budget and levy process the GMCA will determine and publish the LAM Variable Cost rates which will be made available to the WCA Treasurers. Given the commercial sensitivity of that information it will not be published in an open format, but will be part of the closed budget and levy report, which will be provided on or before the Statutory latest Levy fixing date of 15<sup>th</sup> February prior to the commencement of each financial year. The LAM Variable Cost may include sums for recovery of any shortfall between levied variable costs and actual variable cost for the prior year.
6. For the WCA declarations for Trade Waste (offices, shops, traders etc.) and Residual Waste, the GMCA will set in the current year a rate per tonne to be applied in the following year. This is an annual rate per tonne estimated to be equivalent to the 'Price per Tonne for Band 'n' 3' as shown in Appendix 5 (Diverted Residual Waste tonnage bands and price per tonne) to Schedule 5 (Payment Mechanism) of the WRMS Operating Contract, as adjusted from time to time in accordance with the WRMS Operating Contract uplifted by an indexation factor which will be based on GMCA's forecast CPI rate for the following year.
7. A review of the basis for Trade Waste will be carried out in each year of the term of the LAMA. WCAs accept that if growth in residual waste exceeds the capacity in the facilities, alternative delivery points may need to be found for trade waste including outside the Operating Contracts.

## **Schedule 2**

### **Change Control Procedures**

- A. Change to the Operating Contracts and WCA Operations from the operations set out in the agreed Service Delivery Plan will be governed by the procedures set out in this Schedule 2

#### **1. Principles**

- 1.1 Where a WCA sees a need for a change to the services provided under the Operating Contracts affecting a WCA then a WCA may at any time request a change in accordance with the procedure set out in paragraph 2 below.
- 1.2 The GMCA shall not unreasonably withhold its agreement to any change.
- 1.3 The obligations of the Parties shall not be effected until a Change Control Note has been signed by the relevant WCA and sent to the GMCA.

#### **2. Procedure**

- 2.1 The WCA and the GMCA shall discuss changes proposed by the WCA and such discussion shall result in:
  - 2.1.1 a decision not to proceed further; or
  - 2.1.2 a written request for a change by the WCA.
- 2.2 Each Change Control Note shall contain details of the change including, where applicable:
  - 2.2.1 the title of the change;
  - 2.2.2 the originator and the date of the request or recommendation for the change;
  - 2.2.3 the reason for the change;
  - 2.2.4 full details of the change including any specifications;

- 2.2.5 a timetable for implementation, together with any proposals for acceptance of the change;
  - 2.2.6 the impact, if any, of the change on other aspects of the Operating Contracts;
  - 2.2.7 the date of expiry of validity of the Change Control Note; and
  - 2.2.8 provision for signature by the WCA/GMCA if the change is agreed.
- 2.3 For each Change Control Note submitted to the GMCA, the GMCA shall, within twenty working days from receipt of the Change Control Note, evaluate the Change Control Note and notify the relevant WCA whether the GMCA (acting reasonably) agrees to the change.
- 2.4 A Change Control Note signed by both Parties shall constitute a variation to this Agreement.

B. Amendment to the Agreement

No amendment to or modification of this Agreement (other than an amendment under paragraph A of this Schedule) shall be valid or binding on any Party unless it is made in writing, refers expressly to this Agreement and is unanimously agreed by all of the Parties.



# Agenda Item 7

<b>Report to:</b>	<b>EXECUTIVE CABINET</b>																
<b>Date:</b>	27 March 2024																
<b>Executive Member:</b>	Councillor Vimal Choksi, Executive Member Towns and Communities.																
<b>Reporting Officer:</b>	Emma Varnam, Assistant Director of Operations and Neighbourhoods.																
<b>Subject:</b>	<b>ANTI-SOCIAL BEHAVIOUR POLICY.</b>																
<b>Report Summary:</b>	Authorisation to consult in relation to the draft Anti-social Behaviour Policy.																
<b>Recommendations:</b>	That Executive Cabinet be recommended to give permission to commence a 12-week period of consultation in respect of the draft Anti-social Behaviour Policy.																
<b>Corporate Plan:</b>	Nurturing Communities.																
<b>Policy Implications:</b>	The approach outlined in the policy provides the baseline for how the council will handle reports of ASB. The new ASB policy sits within the wider framework of the Community Safety Strategy and aligns with other enforcement policies. The policy sets out service standards that the Community Safety Unit and other departments need to adhere and/or pay due regard to.																
<b>Financial Implications: (Authorised by the statutory Section 151 Officer)</b>	There are no direct financial implications arising as a result of this policy. Activity to tackle anti-social behaviour is conducted by the ASB team which sits within Community Safety. For context, the revenue budget for Community Safety is set out in the table below: <table border="1"><thead><tr><th></th><th><b>23/24 Budget £m</b></th><th><b>23/24 Forecast £m</b></th><th><b>23/24 Variation £m</b></th></tr></thead><tbody><tr><td>Expenditure</td><td>1.809</td><td>1.965</td><td>0.155</td></tr><tr><td>Income</td><td>(0.688)</td><td>(0.865)</td><td>(0.177)</td></tr><tr><td><b>Net</b></td><td><b>1.121</b></td><td><b>1.100</b></td><td><b>(0.022)</b></td></tr></tbody></table>		<b>23/24 Budget £m</b>	<b>23/24 Forecast £m</b>	<b>23/24 Variation £m</b>	Expenditure	1.809	1.965	0.155	Income	(0.688)	(0.865)	(0.177)	<b>Net</b>	<b>1.121</b>	<b>1.100</b>	<b>(0.022)</b>
	<b>23/24 Budget £m</b>	<b>23/24 Forecast £m</b>	<b>23/24 Variation £m</b>														
Expenditure	1.809	1.965	0.155														
Income	(0.688)	(0.865)	(0.177)														
<b>Net</b>	<b>1.121</b>	<b>1.100</b>	<b>(0.022)</b>														
<b>Legal Implications: (Authorised by the Borough Solicitor)</b>	The report correctly identifies the legal obligations of the Authority with regard to Anti-Social Behaviour. The proposed consultation in respect of the draft policy is recommended to inform both the equality impact assessment and decision making in relation to the draft policy and which will ensure that the Authority has regard to relevant considerations arising from the consultation.																
<b>Risk Management:</b>	Failure to have an agreed and published ASB policy could lead to reputational damage and/or challenge to the council in how it deals with reports of ASB. For example, the feedback from the Local Government and Social Care Ombudsman (LGSCO) cited in the report. Having a publicly consulted on policy supports both transparency and provides a clear framework for the ASB handling process – thus reducing that risk.																

**Background Information:** The background papers relating to this report can be inspected by contacting Dave Smith, Partnership Manager.



Telephone: 0161 342 3318



e-mail: [dave.smith2@tameside.gov.uk](mailto:dave.smith2@tameside.gov.uk)

## **1. INTRODUCTION**

- 1.1 Tameside Council recognises that everyone has the right to live without the fear of facing anti-social behaviour in their communities. Unfortunately, anti-social behaviour is the main reason people do not feel safe in their local areas. Anti-social behaviour can leave victims and communities feeling powerless, spoiling their enjoyment, and disturbing their peace of mind in their homes.
- 1.2 A wide variety of behaviour can be defined as 'anti-social' if it has a negative impact on others. The Anti-social Behaviour, Crime and Policing Act 2014 (the 'Act'), defines anti-social behaviour as behaviour that causes, or is likely to cause alarm, distress or harassment to others.
- 1.3 The Council has a key role to play in protecting public health and safety and promoting community health & well-being and protecting the environment. The Act places a duty on the Council to exercise its functions with due regard to the impact of anti-social behaviour.
- 1.4 It is recognised that the Equality Act 2010 places a legal obligation on public authorities to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation; to advance equality of opportunity; and to foster good relations between persons with different protected characteristics. To ensure compliance with this legislation, an Equality Impact Assessment (EIA) has been conducted for this policy and is attached at **Appendix 1**.

## **2. CONTEXT/BACKGROUND**

- 2.1 To help deliver the Council's ambition to tackle anti-social behaviour (ASB), an ASB Policy (the 'Policy') has been developed which illustrates the Council's service standard when responding to and investigating reports of ASB. A draft copy of the policy is attached at **Appendix 2**.
- 2.2 Over the past 18 months, the Council's ASB service has undertaken a service re-design as part of their improvement journey. The team now consists of an ASB team leader and 3 ASB officers. Working practices have also been scrutinised and improved to ensure that the ASB service strives to provide service excellence to the people and communities of Tameside and incorporates procedures of how the Service will deal with reports of ASB.
- 2.3 As well as the service re-design, a catalyst for the formation of this policy was following a response to an Ombudsman complaint where the Council were advised to produce a policy available for public consumption. It is important to note that this document is not a 'strategy' document, it is a policy document that lays out how the Council's ASB Service will deal with reports of ASB it receives.
- 2.4 As part of the service review, the Council's website in relation to the ASB service has been reviewed and updated with current and relevant information.
- 2.5 This policy will also aspire to support the key priorities of the Tameside Community Safety Partnership Strategy 2022-2025.

## **3. WORK ALREADY UNDERTAKEN**

- 3.1 In devising this policy, it is crucial that the Council does not do so introspectively. In March 2023 the Government launched its 'Anti-social Behaviour Action Plan' and a national public consultation in relation to utilisation of existing ASB Powers. Furthermore, in August 2023, the Local Government & Social Care Ombudsman published the in-focus report; "Out of

Order': learning lessons from complaints about anti-social behaviour'. Both these documents have been reviewed by the ASB service and the evidence contained within them has helped form the local policy.

- 3.2 An early draft of the ASB Policy was presented to the Tameside Public Engagement Network (PEN) in June 2023. This forum and the feedback received also helped shape the policy.
- 3.3 Furthermore, the policy has been presented to the Council's Place and External Relations Scrutiny Panel in July 2023 and furthermore at a Scrutiny Committee workshop in November 2023. Several recommendations were proposed by the Panel and these recommendations have been considered and where appropriate included into the draft policy. A copy of the letter from the Panel advising of their recommendations is attached at **Appendix 3**.
- 3.4 The Policy was presented to the Assistant Director Delivery Group on 13 February 2024 in order to gather recommendations of groups that could be engaged to contribute to the consultation. A number of groups have already been identified and they will be consulted with.

#### **4. NEXT STEPS**

- 4.1 In order to commence the adoption of this policy, the Council will need to conduct a public consultation.
- 4.2 There are no statutory timescale requirements on the length of the consultation process. We are therefore proposing 12-week online public consultation in line with Consultation principles: guidance [Consultation principles: guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/consultation-principles-guidance)
- 4.2 Post public consultation, a further report will be devised incorporating any recommendations from the consultation and any amendments in order to progress through the formal governance process to adopt the policy. The EIA will also be updated to reflect relevant points from the consultation.

#### **5. RECOMMENDATIONS**

- 5.1 As set out at the front of the report.

# Tameside Metropolitan Borough Council Equality Impact Assessment Form



<b>Subject / Title</b>	Tameside Metropolitan Borough Council Anti-Social Behaviour Policy
<b>Project Lead Officer (Name and Job Title)</b>	Dave Smith – Partnership Manager
<b>Assistant Director / Director</b>	Emma Varnam
<b>Department</b>	Operations and Neighbourhoods
<b>Directorate</b>	Place

<b>EIA Start Date</b>	<b>EIA Completion Date</b>
04/12/2023	05/12/2023

This Equality Impact Assessment template contains collapsible advice and instructions. **Whenever you see a triangle pictured here, ► click on it to reveal or collapse advice and instructions.**

## PURPOSE OF THE EQUALITY IMPACT ASSESSMENT

An Equality Impact Assessment (EIA) aims to examine whether a proposal will contribute to or alleviate inequalities in Tameside through assessing the potential impacts the proposal may have on people with ‘protected characteristics’. (A ‘proposal’ here includes any strategy, policy, service change, or project).

‘Protected characteristics’ are attributes that people have or experiences that people may go through which can result in marginalisation or disadvantage. Under the Equality Act 2010, there are nine legally mandated protected characteristics to consider:

- Age
- Sex
- Race (including colour, nationality, and ethnicity)
- Religion or belief
- Disability
- Sexual orientation
- Gender identity<sup>1</sup>

<sup>1</sup> We have rearticulated ‘gender reassignment’ under the Equality Act 2010 as ‘gender identity’. An explanation for this is given in the definitions of protected characteristics in STEP FIVE.

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# Tameside Metropolitan Borough Council Equality Impact Assessment Form

- Pregnancy and maternity
- Being married or in a civil partnership

Tameside Council has classified further characteristics as protected, referred to as 'extra protected characteristics'. These are below:

- Carers
- Cared for Children and Care Leavers
- Ill Mental Health
- Neurodivergence
- Socio-Economic Disadvantage

Conducting an Equality Impact Assessment based on these protected characteristics will aid compliance with the Public Sector Equality Duty (Equality Act 2010, section 149), which requires that all public bodies pay 'due regard' to the three general aims of the Public Sector Equality Duty:

- Eliminate unlawful discrimination, harassment, and victimisation
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not

Having 'due regard' involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristics
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low

## EQUALITY IMPACT ASSESSMENT CORPORATE STANDARDS

Due to the important ethical and legal aims of the Equality Impact Assessment (EIA), there are several corporately agreed criteria which should be fulfilled when completing EIAs:

- An EIA is required for all formal decisions that involve changes to service delivery. For all other proposals, an EIA must be considered.
- The decision as to whether an EIA is undertaken rests with the Project Lead Officer in consultation with the appropriate Assistant Director / Director where necessary. Where an EIA is not completed, the reason(s) for this must be detailed within the appropriate report.

# Tameside Metropolitan Borough Council Equality Impact Assessment Form



- EIAs must be timely and completed alongside the development of any proposal. The findings of any potential detrimental or inequitable impact that may occur through the implementation of the proposal on residents, service users, or staff must be brought to the attention of the decision maker in the accompanying report. Appropriate mitigations must be integrated into the development of the proposal.
- EIAs should be carried out by at least two people. Guidance from case law indicates that judgements arrived at in isolation are not consistent with showing ‘due regard’ to the necessary equality duties.

## INITIAL SCREENING

Purpose:	To identify which proposals need to proceed to Part II of the EIA Process – the full EIA.
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### Step 1: Summarise the proposal

1a.	Proposal Title:	Tameside Metropolitan Borough Council Anti-Social Behaviour Policy
1b.	Proposal Aims:	<p>This policy sets out Tameside Council’s commitment to reducing anti-social behaviour (ASB) and improving the quality of life for local people as everyone has the right to live without the fear of facing anti-social behaviour. The Policy lays out the approach of the Council and relevant local partners to meeting this commitment, including:</p> <ul style="list-style-type: none"> <li>Placing victims and witnesses at the centre of our procedures.</li> <li>Remaining objective until a thorough investigation has been carried out.</li> <li>Making effective use of the powers, orders and mechanisms available to Tameside Council and partners to deal with ASB.</li> </ul>

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		<ul style="list-style-type: none"> <li>• Participating fully in joint working with partner agencies i.e., Police and Housing providers, to enable the best possible outcomes for victims and communities.</li> <li>• Raising awareness of what constitutes ASB and to address issues around tolerance.</li> <li>• Publicising and promoting services available, to divert from or tackle ASB by signposting to other services.</li> </ul>
Page 226	Context:	<p>Tackling anti-social behaviour has been identified as a priority by local residents and businesses through a consultation process on the Community Safety Strategy. In a survey launched to support this, awareness of anti-social behaviour and crime in their local areas were identified as key drivers for some residents feeling unsafe.</p> <p>The Community Safety Strategy 2022-25 sets out the shared priorities of the Tameside Community Safety Partnership (CSP) in order to fulfil Priority 6 of the Tameside Corporate Plan, “Nurturing our Communities and having pride in our people, our place and our shared heritage”. Reducing levels of anti-social behaviour in the borough is a specific action point referenced under this priority.</p> <p>In addition, the new Anti-Social Behaviour Policy is supported by and compliments several pieces of national legislation and regional strategies, including:</p> <ul style="list-style-type: none"> <li>• The Crime and Disorder Act 1998, which sets out statutory duties on the police and local authorities to work in collaboration with key partners and organisations to develop and implement strategies to tackle crime and disorder and create safe communities.</li> <li>• The Police Reform and Social Responsibility Act 2011, which created a flexible framework for partnership working. This includes two inter-related duties to co-operate which set out a clear aim for partnership working across partners involved in community safety and criminal justice.</li> <li>• The Anti-Social Behaviour, Crime and Policing Act 2014, which introduced new powers for Local Authorities, emergency services, NHS and other agencies to help tackle anti-social behaviour.</li> <li>• The Greater Manchester Deputy Mayor’s Police and Crime Plan “Standing Together”, and the Greater Manchester Gender-Based Violence Strategy.</li> </ul>
1d.	Stakeholders:	<p>The Tameside Community Safety Partnership (CSP) has responsibility for supporting the delivery of the priorities identified within the Community Safety Strategy 2022-25, including the prevention and reduction of Anti-Social Behaviour.</p>



Page 227		<p>In Tameside, the Community Safety Partnership is made up of representation from the Tameside MBC (TMBC), Greater Manchester Police (GMP) Greater Manchester Fire and Rescue Service (GMFRS), Health, Probation and Youth Justice, voluntary and community sector organisations and housing providers. These responsible authorities are under a statutory obligation to work together to tackle crime, disorder, and anti-social behaviour; alcohol and substance misuse, reduce re-offending and tackle any other behaviour which has a negative effect on the local environment. Each partner agency brings a range of expertise and experience and when these skills are brought together, they can help to resolve issues more quickly and effectively.</p> <p>The CSP meets on a monthly basis and is jointly chaired by the Council and GMP. In order to identify priorities and develop strategies, the CSP will analyse a wide range of information collected by GMP and other organisations as well as consulting with key stakeholders and communities. The work of the Community Safety Partnership places emphasis on working with residents, partners and communities to improve safety across the borough. The CSP also works alongside the Greater Manchester Combined Authority (GMCA).</p> <p>Tameside Council’s Anti-Social Behaviour team are a lead agency in dealing with anti-social behaviour, and utilises its powers in the Anti-Social Behaviour, Crime and Policing Act 2014 to undertake investigations, enforcement, and preventative activities. However, Tameside Council has other service areas that are involved in investigating anti-social behaviour, for example, Licensing, Fly-Tipping and Environmental Services.</p>
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## Step 2: Impact Analysis – identify the impacts

Purpose:	To identify potential impacts the proposal may have on people with protected characteristics.
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**SEE INSTRUCTION:**

Each potential impact can be classified as ‘direct’ or ‘indirect’.

A **direct impact** occurs when the proposal is targeted at a particular group. For example, if libraries closed down children’s areas, this would directly impact children under ‘Age’.

# Tameside Metropolitan Borough Council Equality Impact Assessment Form



An **indirect impact** occurs when the proposal is more general or universal, but it has a knock-on effect on people with particular protected characteristics. For example, if a pelican crossing is removed due to construction or highway changes, this would indirectly impact people with disabilities ('Disability'), the elderly ('Age'), people with children or who are pregnant ('Pregnancy/Maternity').

If a detrimental direct or indirect impact is identified, an appropriate **mitigating action** should be integrated into the development of the proposal. A mitigating action is an adjustment to the proposal that will reduce or minimise the impact. This is covered in STEP SIX of the EIA Process.

The Impact Analysis is separated between two steps: STEP TWO (here) and STEP FIVE (below). In this step:

- State whether any direct or indirect impacts have been identified under each protected characteristic.
- List the impacts identified under each protected characteristic.
- Identify whether a mitigation action is required.

There is **no requirement** at this stage to provide the detailed evidence about each impact or identify specific mitigating actions.

When identifying impacts, think about:

- Information and intelligence you have access to (e.g. data that is publicly available)
- Experiences and knowledge of residents and service users
- Experiences and knowledge of colleagues, including frontline staff
- Experiences in other local boroughs, particularly Greater Manchester and statistical neighbours
- Research reports from think tanks, academia, government organisations, and charities
- **'Multiple marginalisation'** – how the proposal may impact people with combinations of protected characteristics (e.g. Age and Race/Ethnicity) rather than consider each protected characteristic singularly. A proposal may impact people with one combination of protected characteristics more than another combination of protected characteristics. For example, moving a service from physical to digital provision may detrimentally affect elderly people of Bangladeshi backgrounds more than elderly people of a White British background.

Protected Characteristic	Direct Impact	Indirect Impact	Mitigation Required
<i>Select yes or no from the drop-down list in each box to identify whether any direct or indirect have been identified under each protected characteristic, and also select yes or no to determine whether a mitigating action is required. Subsequently, list these impacts.</i>			
Age	No	Yes	No

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	A study of interpretations of anti-social behaviour (ASB) in the Crime Survey for England and Wales found a significant gap between the views of different age groups - with older people more likely than younger people to interpret certain public behaviour as anti-social, particularly when associated with young people. Young people are also often the target of ASB, with young men aged 16- 24 most at risk of being the victims of violent crime. This means that different approaches and mechanisms will likely be required for engaging with different age groups. In addition, some ASB may be directed at an individual based on their age and therefore this policy would provide further protection for that characteristic.		
<b>Sex</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
	Both men and women may be victims and perpetrators in ASB cases. However, the Crime Survey for England and Wales indicates that men are more likely to be victims of violent crime, whereas women are more likely to be subject to domestic abuse or sexual harassment. While the proposed policy will apply to residents regardless of sex, officers should be aware that sex may be a motivating factor in ASB cases and ensure that appropriate action is taken in respects to each case.		
<b>Race (including colour, nationality, and ethnicity)</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
	Research from the Home Office has shown that while people from white ethnic backgrounds reported the most impact from ASB, other ethnic groups reported having experienced or witnessed more types of ASB. Non-white ethnic groups were also more likely to be victims of hate crime or racial harassment which have significant overlap with ASB. There is a risk that non-white residents, particularly those who do not speak English as a first language, may feel isolated and unsure/unaware of the procedures for reporting ASB. While the proposed policy will apply to residents regardless of race, officers should be aware that race may be a motivating factor in ASB cases and ensure that appropriate action is taken in respects to each case		
<b>Religion or Belief</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
	There is a significant overlap between religious-motivated hate crime or harassment and ASB. A 2020 ONS report on religion and crime in England and Wales found that half of all religiously motivated hate crimes recorded by the police were for public order offences (for example, causing fear, alarm or distress). While the proposed policy will apply to residents regardless of religion or belief, officers should be aware that it may be a motivating factor in ASB cases and ensure that appropriate action is taken in respects to each case. It is also possible for cases of ASB to have more than one motivating factor, with religion and race being the most typical combinations		
<b>Disability</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
	Research from the Equality and Human Rights Commission show that there is evidence that disabled people, particularly those with mental health disabilities, are significantly more vulnerable to becoming a victim of ASB, often as a result of their impairment. Data from the ONS suggests that disabled people are also more likely to be socially isolated and therefore possibly unable/unwilling to report incidents of ASB. Disabled people with mental health issues may also be more severely impacted by individual incidences of ASB. While the proposed policy will apply to residents regardless of disability, officers should be aware that it may be a motivating factor in ASB cases and ensure that appropriate action is taken in respects to each case.		
<b>Sexual Orientation</b>	<b>No</b>	<b>Yes</b>	<b>No</b>

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# Tameside Metropolitan Borough Council Equality Impact Assessment Form



	<p>Members of the LGB community are, and perceive themselves to be, significantly more at risk from incidents of ASB. Data collected from the GMCA Police and Community Safety survey that LGB people feel less safe in their local area in comparison to heterosexual people, and 53% reported experiencing antisocial behaviour or a disturbance in the last 12 months. LGB people also reported feeling less safe outside of their local areas compared to heterosexual people, and were less confident that they could get help from the police in an emergency. While the proposed policy will apply to residents regardless of sexual orientation, officers should be aware that it may be a motivating factor in ASB cases and ensure that appropriate action is taken in respects to each case.</p>		
<b>Gender Identity</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
	<p>Members of the transgender community are significantly more vulnerable to ASB than the LGBT+ community as a whole, with some surveys suggesting that up to 80% of transgender people have suffered some kind of transphobic hate crime in the past 12 months. Most transphobic incidents reported to Stop Hate UK were verbal abuse, threatening behaviour, harassment and anti-social behaviour. The GMCA Police and Community Safety survey indicates that transgender people are also far less likely to report incidents of ASB and other abuse, and are less confident that their concerns will be listened to. While the proposed policy will apply to residents regardless of sexual identity, officers should be aware that it may be a motivating factor in ASB cases and ensure that appropriate action is taken in respects to each case.</p>		
<b>Pregnancy/Maternity</b>	<b>No</b>	<b>No</b>	<b>No</b>
	<p>It is not anticipated that development of the Anti-Social Behaviour Policy will have an impact on pregnancy and maternity based on evidence available.</p>		
<b>Marriage/Civil Partnership</b>	<b>No</b>	<b>No</b>	<b>No</b>
	<p>It is not anticipated that development of the Anti-Social Behaviour Policy will have an impact on marriage and civil partnership based on evidence available.</p>		
<b>Carers</b>	<b>No</b>	<b>No</b>	<b>No</b>
	<p>It is not anticipated that development of the Anti-Social Behaviour Policy will have an impact on carers based on evidence available.</p>		
<b>Cared for Children and Care Leavers</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
	<p>There is evidence to suggest that cared for children and care leavers are more likely to be both victims and perpetrators of ASB. A report from the Greater London Authority stated that the majority of cared-for children have suffered adverse childhood experiences, trauma, and an absence of consistent reparative attachment relationships with supportive adults. This can make them more vulnerable to falling into criminality which can include ASB. Care leavers moving into supported accommodation or their own independent flat, who were interviewed as part of a survey for Barnardo's, have also indicated that the money provided from the leaving care grant often forced them into deprived areas where ASB is more prevalent, resulting in them feeling unsafe and vulnerable.</p>		
<b>Mental Health</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
	<p>The vast majority of people with mental health problems do not commit ASB, and are indeed more likely to be victims of ASB themselves. However, researched by Shelter appears to indicate that, among people who are accused of ASB, there is a high</p>		

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# Tameside Metropolitan Borough Council Equality Impact Assessment Form



	<p>correlation with unmet mental health support need. Research from the Home Office has shown that victims of ASB often report on its negative impact on their mental health and quality of life, with some manifesting behaviours such as avoiding certain areas or changing routines. Other mental health implications of ASB include living in fear, stress and anxiety, which can lead to panic attacks and depression. This consequences are more pronounced in people that were already suffering from mental health issues prior to experiencing ASB.</p>		
<b>Neurodivergence</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
	<p>There is currently limited evidence available on the link between neurodivergence and ASB. However, there is some academic research that suggests a lack of appropriate support for neurodivergent individuals, particularly those with autism spectrum disorder, attention deficit hyperactivity disorder, and speech, language and communication needs, can result in behaviour that leads them to being more vulnerable to both perpetrating and becoming victims of ASB. While the proposed policy will apply to residents regardless of neurodivergence, officers should be aware that it may be a motivating factor in ASB cases and ensure that appropriate action is taken in respects to each case.</p>		
<b>Socio-Economic Disadvantage</b>	<b>No</b>	<b>Yes</b>	<b>No</b>

# Tameside Metropolitan Borough Council Equality Impact Assessment Form



	<p>There is a strong link between socioeconomic disadvantage and ASB. Research from the Home Office and other Parliamentary research bodies has shown that those living in the most deprived areas were more likely to have personally experienced or witnessed ASB in the 12 months, and are more likely to have experienced a significant impact from ASB on their quality of life compared to those who lived in the least deprived areas. It is suggested that this could be connected to wider socio-economic issues experienced in these areas, including reduced access to services like youth clubs, higher levels of unemployment and substance abuse issues. In addition, while ASB is more prevalent in deprived areas, fewer incidents were reported to the relevant agencies and organisations. More affluent communities were perceived to be less tolerant of ASB, whereas more deprived communities tended to accept a higher level of ASB.</p>		
<b>Multiple Marginalisation</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
	<p>There are a number of incidences where multiple marginalisation could make a resident more at risk of being a victim of ASB. This includes, but is not limited to, experiencing social disadvantage and another protected characteristic (age, disability, race, gender reassignment etc), experiencing mental health issues and another protected characteristic, or experiencing multiple protected characteristics such as being a younger disabled person or a non-white member of the LGBT+ community. While the proposed policy will apply to all residents, officers should be aware of all equalities characteristics that may impact an ASB case and ensure that appropriate action is taken.</p>		

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## Step 3: Initial Screening Sign Off

Purpose:	To determine whether a proposal should proceed from the Initial Screening to the Full Equality Impact Assessment.
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### SEE INSTRUCTION:

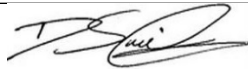

A full Equality Impact Assessment should be undertaken when:

- There is a formal decision relating to changes in service delivery
- A detrimental impact against a protected group has been identified, irrespective of whether the impact is direct or indirect
- There are substantial, important gaps in knowledge that prevent proper consideration of the proposal's potential impacts

**Sign off is only required if the Initial Screening does not proceed to the Full Equality Impact Assessment.**

# Tameside Metropolitan Borough Council Equality Impact Assessment Form

1e.	Does the proposal require a full EIA?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1f.	If you are not undertaking a full EIA, please provide justification as to why not.	While there is evidence to suggest that people with different protected characteristics may be more vulnerable to (or in some cases, more likely to be perpetrators of) ASB, the Anti-Social Behaviour Policy as it stands will apply to all residents. In addition, the Anti-Social Behaviour Policy sits underneath the wider Community Safety Strategy. As a full Equality Impact Assessment was conducted for the Community Safety Strategy, this still has relevance for the Anti-Social Behaviour Policy. On that basis, it is believed that a full EIA for the Anti-Social Behaviour Policy is not required. However, officers should be aware of all equalities characteristics that may impact ASB cases and ensure that appropriate action is taken.

Page 2 of 3 This initial screening has been completed by the Lead Officer:	Name:	Dave Smith
	Signature:	
	Department:	Operations and Neighbourhoods
	Date:	05/12/2023
This Initial Screening has been checked by the Assistant Director / Director:	Name:	Emma Varnam
	Signature:	
	Department:	Operations and Neighbourhoods

Tameside Metropolitan Borough Council Equality Impact Assessment Form



Date:

05/12/2023



# Tameside Metropolitan Borough Council

## Anti-social Behaviour Policy

## 1. Policy Statement and Commitment

This Corporate Anti-social Behaviour (ASB) Policy document supports Tameside Metropolitan Borough Council's ('Tameside Council') vision 'Our People – Our Place – Our Plan'.

[Our-People-Our-Place-Our-Plan-DEC19.pdf \(tameside.gov.uk\)](#)

It contributes and supports all the corporate priorities and in particular, priority six: '*Nurturing our communities and having pride in our people, our place and our shared heritage*'.

This policy sets out Tameside Council's commitment to reducing anti-social behaviour and improving the quality of life for local people as everyone has the right to live without the fear of facing anti-social behaviour.

It is recognised that if anti-social behaviour is left unchallenged, it can have a significant negative impact upon the lives of our communities, including those who live, study, work and visit our Borough. To support our commitment to reducing anti-social behaviour we will:

- Place victims and witnesses at the centre of our procedures.
- Remain objective until a thorough investigation has been carried out.
- Make effective use of the powers, orders and mechanisms available to Tameside Council and partners to deal with ASB.
- Participate fully in joint working with partner agencies i.e., Police and Housing providers, to enable the best possible outcomes for victims and communities.
- Raise awareness of what constitutes ASB and to address issues around tolerance.
- Publicise and promote services available, to divert from or tackle ASB by signposting to other services.

## 1. Our Approach and Responsibilities

Tameside Council has a statutory responsibility for community safety, as defined by the Crime and Disorder Act 1998.

The Police Reform and Social Responsibility Act 2011 created a flexible framework for partnership working. This includes two inter-related duties to co-operate which set out a clear aim for partnership working across partners involved in community safety and criminal justice. The community safety duty specifies that a Police Crime Commissioner and the responsible authorities on a Community Safety Partnership (CSP) must co-operate and take account of one another's priorities.

There are five 'responsible authorities' that must work together by law to reduce crime in the local authority area. These are:

- Tameside Metropolitan Borough Council
- Greater Manchester Police (Tameside Division)

- Greater Manchester Fire and Rescue Service
- National Probation Service
- Greater Manchester Integrated Care Board

These responsible authorities are under a statutory obligation to work together to tackle crime, disorder, and anti-social behaviour; alcohol and substance misuse, reduce re-offending and tackle any other behaviour which has a negative effect on the local environment. Each partner agency brings a range of expertise and experience and when these skills are brought together, they can help to resolve issues more quickly and effectively. Tameside Council makes a significant contribution to dealing with all kinds of ASB and undertakes investigations, enforcement, and preventative activities.

In addition to this, Tameside Council has a statutory duty to investigate issues of ASB as per the Anti-social Behaviour, Crime and Policing Act 2014.

Tameside Council's Anti-social Behaviour team are a lead agency in investigating reports of ASB and there are designated officers who can utilise the powers in the Anti-social Behaviour, Crime and Policing Act 2014. The main responsibilities of these officers are as follows:

- Awareness raising, where tolerance can sometimes be an issue
- Supporting victims
- Investigation of ASB complaints
- Enforcement, using the designated powers from the Anti-social Behaviour, Crime and Policing Act 2014

The Tameside Community Safety Partnership (CSP) has responsibility for supporting the delivery of the priorities identified within its strategy [Tameside-Community-Safety-Strategy-2022-25.pdf](#), which includes as Priority 3 the Prevention and Reduction of Anti-social Behaviour.

In addition, Tameside Council has other service areas that are involved in investigating anti-social behaviour, for example, Licensing, [Fly-tipping](#) and [Environmental services](#).

## 2. Definition

ASB can cover a wide range of behaviours. However, generally, it is considered to include behaviour capable of causing nuisance or disturbance to any person or an act that causes, or is likely to cause harassment, alarm, or distress to one or more persons, not of the same household, as provided by the Anti-social Behaviour, Crime and Policing Act 2014.

The legal definition of anti-social behaviour pursuant to Section 2 of the Anti-Social Behaviour, Crime and Policing Act 2014 is: –

- Conduct that has caused or is likely to cause harassment, alarm, or distress to any person.

- Conduct capable of causing nuisance or annoyance to a person in relation to that person's occupation of residential premises or
- Conduct capable of causing housing-related nuisance or annoyance to any person.

### 3. Reporting Anti-social Behaviour

Incidents of ASB can be reported to several organisations and agencies, depending upon the level, type and location of the anti-social behaviour. Tameside Councils website offers information and advice on the most appropriate way to make a report - [What is Anti-Social Behaviour \(tameside.gov.uk\)](https://www.tameside.gov.uk/what-is-anti-social-behaviour)

A report can be made via the following methods:

Telephone: 0161 342 8355

Email: [asb@tameside.gov.uk](mailto:asb@tameside.gov.uk)

A report to Tameside Council's ASB team will be recorded and processed as follows:

An acknowledgment of a report having been received will be sent via letter or e-mail within the following timescales:

- 1 working day – where the report is considered high risk
- 3 working days – where the report is considered medium risk
- 5 working days – where the report is considered a standard risk

The ASB team will make contact if further information about a report is required.

The report will be assessed to ensure that the ASB team are the most appropriate service to investigate the report.

If the report is not deemed to be ASB, you will be informed of this decision and you may be referred to another service or partner agency who would be more appropriate to investigate your report.

If the report is deemed to be ASB, an investigation process will commence.

#### 4.1 Investigation Process

An investigation can involve different lines of enquiry dependent upon the nature of the report received. The investigating officer will case manage the report. There are however, some standard practices that may be utilised in an investigation as provided below:

- An officer will make contact to discuss the report further and obtain any information they feel would be of benefit to the case.
- An officer will ask you to keep a record of times, dates and description of what has happened. This is essential as it helps the officer to understand the issue and assists in formulating the next appropriate course of action to take. An officer is very limited in terms of investigating a complaint without diary sheets being completed and returned.
- An officer may discuss if it would be more appropriate in the first instance, to consider speaking to the person first or to write them a friendly letter to outline the issues that are affecting you. Remember, they may not be aware of the impact they are having on you. Alternatively, the officer can offer a 'Dear Neighbour' card for you to print and post yourself to highlight the issues of concern.
- An officer may conduct a 'letter drop' to neighbouring properties to seek corroborative evidence. It is important to note that when this investigative tool is utilised the letter does not provide information about the person who made the report nor the subject of the report.
- Mediation between parties.
- An officer may request you to download the 'Noise App' which is available from wherever you download your apps from on your smart device. The Noise App instantly records noise nuisance on your smart device to create an accurate record of the issue and how it affects you. There is the ability within the app to keep a personal noise diary, which helps review recordings. Once the evidence is recorded, it can be sent directly to Tameside Council so that we can investigate. See the following for further information [What is Anti-Social Behaviour \(tameside.gov.uk\)](http://tameside.gov.uk/What-is-Anti-Social-Behaviour).
- Sound monitoring equipment can be utilised by the Council, for some anti-social behaviour cases. Before installing any sound monitoring equipment, the case officer would need to have received completed diary sheets and have spoken to a representative from Environmental Health to prevent any duplication. The following is then stipulated:
  - o Sound monitoring equipment can be installed in a premises, on a maximum of three occasions. If behaviour which warrants further action is not detected on any of these occasions, then equipment will not be installed again, except in exceptional circumstances.
  - o A officer would need to notify the party that is the subject of the report that complaints have been received before the installation of any monitoring equipment. This ensures that the Regulation of Investigatory Powers Act 2000 (RIPA) legislation is adhered to.

- Obtaining a written statement for evidential/court purposes. It is important to note that if the case being investigated progresses to court proceedings a person who has provided a statement will have to attend court. Measures can be put in place and actions taken if a person has reservations about attending court.

#### **4.2 Case Management Reviews**

When a report of anti-social behaviour has been received and a case has been opened for investigation, it is not always possible for the matter to be resolved immediately. Whilst all cases are different and investigated on their own merit, some cases can also be quite complex and take longer to find a resolution.

It is important therefore that we ensure that all cases are being suitably managed. Whilst cases are investigated and managed on a day to day basis, we formally review all cases that have been open for a period of 8 weeks. The Case Management Review will be conducted by the ASB Team Leader and/or the ASB Manager. The purpose of the review is to check progress of the case and to discuss future actions.

#### **4. Service Standard**

When investigating a report of ASB, we aim to:

- be courteous and professional.
- support those who make reports and keep them informed of case developments from the initial acknowledgment of the report to the closing of the case.
- work to achieve the best possible outcomes.
- signpost to another Council service or to an external agency if the issue can be resolved more appropriately by them.
- Ensure that the complainant is kept up to date in terms of the investigation, case development and outcomes.

We will do this by:

- utilising the lowest appropriate level of sanction in all cases.
- escalating further sanctions as appropriate where ASB continues to be a problem.
- using all appropriate informal sanctions such as verbal and written warnings e.g. Acceptable Behaviour Contracts.

- using legal sanctions where informal ones have failed to work or in circumstances where informal sanctions are not appropriate due to the seriousness of the behaviour. This may include Community Protection Warnings, Community Protection Notices and Injunctions.

The identity of the person who makes a report will never be divulged by the ASB Team to the subject of the complaint. However, dependent on the nature of the complaint the person making the report may be easily identified, for example, when dealing with a neighbour dispute.

## **6. Informal action / Interventions we can take**

### **6.1 No Action**

In some cases, no action will be taken. This will be because there is little or no evidence that the behaviour being reported constitutes ASB or where the alleged subject of the report has co-operated with what has been required of them.

Tameside Council recognises that individuals have different tolerance thresholds, so we would expect both parties to work together before issues escalate and a formal report is made. We will take a common-sense approach when we receive complaints of ASB.

### **6.2 Letters and/or Word of Advice**

Occasionally a letter or phone call with an alleged subject of low level ASB is all that may be required to resolve some issues. The subject will be informed of the nature of the complaint about them; along with potential consequences should their behaviour continue or escalate.

### **6.3 Acceptable Behaviour/ Parenting Contracts**

These are voluntary written agreements between an individual, the Council and sometimes other agencies for example Greater Manchester Police. They are useful in dealing with children aged 10 and over. These agreements are not legally binding however they are useful in highlighting children's behaviour to their parents and letting them know the consequences if they are not adhered to.

### **6.4 Mediation**

In appropriate circumstances, mediation can be an effective way of resolving an issue by bringing all parties together. This can be effective in resolving neighbour disputes, family conflicts, lifestyle differences such as noise nuisance complaints and similar situations. However, mediation is unlikely to work if forced on those involved. All parties should be willing to come to the table and discuss their issues, with necessary support offered to those who are deemed to be vulnerable, but still want to attend.

### **6.5 Support and counselling**

The anti-social behaviour powers allow professionals to respond to the underlying causes of anti-social behaviour, for example through positive requirements attached to a Civil Injunction or Criminal Behaviour Order. However, providing positive support does not have to wait for formal court action, and can be given as part of any informal intervention, for example by providing support around overcoming substance misuse or alcohol dependency that may be linked to the person's anti-social behaviour.

## **7. Legal Powers**

### **7.1 Community Protection Warning and Community Protection Notice**

A Community Protection Warning (CPW) must be served before a full CPN can be issued. The Community Protection Notice (CPN) is intended to deal with, unreasonable, ongoing problems or nuisances which negatively affect the community's quality of life, by targeting those responsible. Both the Council and Police have the authority to issue, and they can be served on anyone over the age of 16.

Positive requirements and prohibitions can be included in both the CPW and CPN and will include reasonable timescales for certain actions to be carried out or behaviours stopped. These notices can be posted, but in some cases, will be served on an individual by the Police or a Police Community Support Officer.

If a breach of the initial warning letter occurs, evidence will be gathered to prove a breach and a full Community Protection Notice will then be considered. Failure to comply with a CPN is a criminal offence.

If the full notice is breached; a Fixed Penalty Notice (FPN) will be issued either via Recorded Delivery or to an individual by a designated Local Authority Officer or the Police.

The Council will then monitor whether the fines have been paid and will notify the Legal Team if no payment has been received within the 14-day period of the notice being issued.

In certain cases, individuals or businesses may be asked to cover costs of any remedial work.

If further breaches then occur, Tameside Council may consider prosecution.

There is no expiry date on CPNs or CPWs, but these should be reviewed every 6 months. Reminder letters can also be sent to perpetrators should a significant amount of time pass and there be a risk of the perpetrator reoffending.

### **7.2 Civil Injunctions**

This is a court order to stop or prevent individuals engaging in ASB. It can be used to stop issues escalating and positive requirements can be added to encourage the perpetrator to change their behaviour.



Injunctions can be used for anyone from the age of 10 years old. For juveniles, the Youth Offending team must be consulted before an injunction is sought from the courts.

Breach of an injunction can result in a fine or imprisonment for up to 2 years for over 18s. For children under 18 the court can issue a supervision order or detention of up to 3 months.

The Council would not consider the use of an injunction at the start of an investigation; unless there were threats of violence made and that it was a proportionate power to utilise.

### **7.3 Public Spaces Protection Orders (PSPOs)**

This order imposes conditions which may include multiple restrictions and requirements either throughout the borough or in specific areas for example parks or communal areas, where ASB is being caused and is detrimental to the community.

They are designed to ensure that most people can enjoy public spaces and feel safe. For example, restrictions can be imposed around the consumption of alcohol, noise, or dogs.

A breach of a PSPO can result in prosecution or a Fixed Penalty Notice issued by any delegated officer of the council or Police Officer.

Further information on Tameside Council's PSPOs can be found at:

[Public Space Protection \(tameside.gov.uk\)](https://www.tameside.gov.uk/public-space-protection)

### **7.4 Closure Notice and Closure Order**

This can be used by the Police and authorised officers from the Council, where there are high levels of nuisance, disorder or illegal activity either currently ongoing or expected imminently. A Closure Notice can be served immediately closing the property for 48 hours. For a property to be closed longer than this, a Closure Order can then be requested through the court.

### **7.5 Criminal Behaviour Orders**

The Criminal Behaviour Order (CBO) is available on conviction for any criminal offence in any criminal court. The order is aimed at tackling the most serious and persistent offenders where their behaviour has brought them before a criminal court. The CBO can deal with a wide range of anti-social behaviours following the individual's conviction for a criminal offence, for example, threatening violence against others in the community, and persistently being drunk and aggressive in public.

### **7.6 Prosecutions**

In certain cases, prosecution through the courts may be the most appropriate course of action, or where other enforcement actions have had no effect.

Prosecutions would be likely to follow if:

- A Fixed Penalty Notice is issued to an alleged offender and is unpaid within the 14-day payment period.
- An offence is of a size or nature where other enforcement actions are deemed insufficient.
- Previous actions have failed and there is no option for other enforcement action.
- The nature of the offence is deemed to be in the interest of the public.
- The offence has a serious or significant impact on the environment and community.

## **8. ASB Case Review (Community Trigger)**

Any person has the right to activate an ASB Case Review if they feel their complaint(s) regarding ASB has not been dealt with appropriately.

An ASB Case Review is designed to ensure the council and our partners are responding to cases of persistent ASB, especially where the victim is vulnerable or at greater risk.

The trigger gives victims and communities the right to request a case review to examine how local agencies have responded to previous ASB complaints and to consider whether further action should be taken.

Tameside Council determine that the threshold for activating an ASB Case Review will be:

- You have complained to Tameside Council, the police and/or a registered housing provider (social landlord) on 3 or more occasions about separate incidents in the past 6 months.

Or

- Five people in the local community have complained separately in the last six months about similar incidents

Or

- You (as an individual) have complained in the last six months about an incident or crime motivated by hatred (hate/crime)

A victim of ASB or someone acting on their behalf can ask to activate the Community Trigger by visiting the councils website [Anti-social Behaviour Case Review \(tameside.gov.uk\)](https://www.tameside.gov.uk) and completing the online form which can then be submitted to the councils ASB team via e-mail. Local partners are required to carry out a case review of their response, by sharing relevant information with each other.

A lead agency will then be identified in terms of updating the complainant, dependant on who the Community Trigger request was made to or other relevant factors.

The ASB Crime and Policing Act 2014, places a duty on the relevant bodies to respond to the victim at points in the Community Trigger process.

These include:

- The decision as to whether the threshold is met.
- The outcome of the review, and
- Any recommendations or actions agreed, as an outcome of the review.

The case review does not replace an individual organisation's own complaints procedure, which should be used where there is dissatisfaction with the conduct of an individual agency.

## **9. Multi-Agency Partnership Approach**

In many cases, it is not possible to resolve problems of ASB via one organisation and so we need a partnership approach to resolve issues, for example:

### **9.1 The Police**

Some ASB will relate to criminality, either because it relates to issues such as, for example; drug dealing, violence, damage or because the level of nuisance is a breach of the peace. The police also have the same powers under the Anti-social Behaviour, Crime and Policing Act 2014.

ASB can be reported to the police via their non-emergency telephone number 101 or alternatively online at [Report a crime | Greater Manchester Police \(gmp.police.uk\)](https://www.gmp.police.uk) . Always ring 999 in an emergency.

### **9.2 Other Council Departments**

Reports may have been made to other departments, for example; Environmental Health/Neighbourhood Service and has escalated to Anti-social Behaviour. In these circumstances, the ASB team will work with other departments to help resolve the issue.

### **9.3 Housing Associations/Registered Social Landlords & Private Landlords**

The ASB team will work with housing associations/registered social landlords and private landlords to help resolve reports of ASB. If they are the owner of the subject's property then, with your consent, we will gather the information and share that with them.

Social landlords do have powers under the Anti-social Behaviour, Crime and Policing Act 2014 that they can utilise so if you feel you are a victim of ASB and live in a property that is managed by a social landlord or want to complain about a tenant of a social landlord, you need to report your issues directly to them.

Reporting any incidents or concerns anonymously can be done via CrimeStoppers either by telephone on 0800 555 111 or online at [Give information | Crimestoppers \(crimestoppers-uk.org\)](#)

Concerns about the safety or welfare of an adult or child can be reported to Tameside Council Safeguarding teams at the following:

[Home | Tameside Safeguarding Children Partnership](#)

[Adult Abuse - Protecting Vulnerable Adults \(tameside.gov.uk\)](#)

## 10. Safeguarding Our Staff

Tameside Council will not tolerate, under any circumstance, any threats, violence or abusive behaviour towards our staff or contractors. We will take firm action against any person who shows acts of aggression towards any person carrying out their work in respect of this ASB Policy or any other service. We may involve the police if it is appropriate.

## 11. Complaints

The Council recognise the importance of customer complaints and welcomes complaints as a valuable form of feedback about its services. The Council is committed to using the information it receives to help drive forward improvements.

You can make a complaint to the council by visiting the following website:

[General Complaint Information \(tameside.gov.uk\)](#)

**Councillor Vimal Choksi**  
Executive Member  
Towns & Communities

**Julian Jackson**  
Director of Place

**Chair of the Place and External Relations Scrutiny Panel**

**Councillor Claire Reid**

Tameside One  
Market Place  
Ashton-under-Lyne  
OL6 6BH

Email: [claire.reid@tameside.gov.uk](mailto:claire.reid@tameside.gov.uk)  
Phone: 0161 342 2199  
Ask for Paul Radcliffe  
Date: 10 October 2023

Dear Councillor Choksi,

**Draft ASB Policy**

I write on behalf of the Council's Place and External Relations Scrutiny Panel. Following a meeting on 12 September 2023, members received a draft version of the Council's Anti-social Behaviour (ASB) Policy. Thank you for sharing the paper with us and I can confirm that members have taken time to review the content and provide feedback that will hopefully help to inform and support the final document.

Anti-social behaviour impacts the lives of residents and communities across the borough and therefore must remain in place as a key priority for the Council and our Community Safety Partnership (CSP). For local residents and businesses, behaviour and offences related to ASB can have devastating and long-standing impacts. Scrutiny therefore welcomes the development of a local policy and the intention to remain focused on reducing the cumulative impact that ASB can have on victims.

The Scrutiny Panel wishes to submit a collective response in support of the Council's ASB Policy. This letter therefore aims to provide a summary of collective points and I would be extremely grateful if you can take the appropriate action to record the responses and take forward any points you consider will strengthen the policy.

I have listed some of the main points below, which are to be viewed as individual responses from members, under the collective of the Council's Place and External Relations Scrutiny Panel.

- Tameside Council and the Community Safety Partnership are taking positive steps that affirm ASB as a priority issue. The ASB Policy not only highlights the importance and seriousness of related behaviour and offences, but is also underpinned by a commitment to reduce the incidence and impacts of ASB in Tameside.
- Anti-social behaviour is a significant contributing factor as to why people may not feel safe in their local area and therefore related issues must be treated with vigour and urgency they deserve.

- Within the section titled 'Policy Statement and Commitment', this could provide an opportunity to open with a pledge or aspiration for the borough e.g, In Tameside everyone has the right to live without fear of facing anti-social behaviour.
- Within the same section and in addition to the Corporate Plan reference, it feels important that a specific line is also added regarding the ASB commitments detailed within Priority 3 of our Community Safety Strategy. To also add greater emphasis that this requires a comprehensive and committed partnership approach in order to succeed.
- To consider whether the policy is clear in its understanding and methods to address the local issues that drive ASB. That while discouraging and deterring ASB, further opportunities can be explored to consider a range of proactive and preventative measures, informed by intelligence.
- That the ASB Policy and related projects remain focused on the ability to work with and for our residents and businesses to tackle related issues. Notwithstanding, the need to acknowledge and consider the broader/unwritten roles and responsibilities placed upon the conduct and behaviour of local citizens.
- The Anti-social Behaviour, Crime and Policing Act 2014 seeks to place victims at the heart of local responses to ASB and this is something that Scrutiny members want to ensure is working as effectively as possible in Tameside. Empowering victims, the awareness of rights and the swift action taken against perpetrators. Through ASB case reviews (Community Triggers), victims of ASB be offered the opportunity to review responses where problems continue, to ensure the Council and partners have done all they can to intervene and take further action where needed.
- Within the section titled 'Our approach and responsibilities', to avoid any possible doubt can the responsible authorities be named for the purpose of a local policy? Namely:
  - Tameside Metropolitan Borough Council
  - Greater Manchester Police (Tameside Division)
  - Greater Manchester Fire and Rescue Service
  - National Probation Service
  - Greater Manchester Integrated Care Partnership (Tameside Provider Partnership) – no longer CCG.
- For the purpose of clarity, under section 2 of the policy, to clearly present the tools and powers available to the Council and CSP in their leading roles in tackling ASB. While some detail on this is provided within the title of 'Actions we can take', there is a possible benefit to separate actual powers from the actions/options available. To incorporate the following tools and a brief summary:
  - Community Trigger
  - Community Remedy
  - Injunction
  - Criminal Behaviour Order
  - Police Dispersal
  - Community Protection Notice
  - Public Spaces Protection Order
  - Closure Power
- In addition to the sound monitoring equipment are there additional options for evidence to be gathered and reported with the use of visual monitoring? - e.g, cameras, CCTV, pictures, video.
- To consider whether appropriate to add or make reference to examples of ASB that may be closely or directly connected to issues of equality and/or protected characteristics – such issues will/may be considered and acted upon as a hate crime and referred to the responsible authority e.g, disability, gender, race, religion, sexual orientation etc.

- Detail on how ASB reporting and responses are to be measured and the impact or outcomes from this work – governance arrangements e.g monitored closely by CSP or a sub-group of. How we will learn from resolution and complaints.
- To incorporate a further statement or commitment regarding the ongoing education and awareness of ASB. Raising awareness of the harms caused by ASB, roles of education and youth provision/services to deter and deflect known behaviour within certain areas or age profiles.
- While the policy does mention social landlords and other departments like environmental health, are there any direct actionable links with private landlords?

I am keen to ensure the Scrutiny Panel remains suitably updated on key developments related to ASB and wider community safety initiatives.

If further clarity is needed on any of the above points, please do not hesitate to contact me.

Yours sincerely,

**Councillor Claire Reid**

**Chair – Place and External Relations Scrutiny Panel**

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<b>Report to:</b>	<b>EXECUTIVE CABINET</b>
<b>Date:</b>	27 March 2024
<b>Executive Member:</b>	Councillor Jack Naylor, Inclusive Growth, Business & Employment
<b>Reporting Officer:</b>	Julian Jackson, Director of Place Ben Middleton, Assistant Director Strategic Property Nicola Elsworth, Assistant Director Investment, Development and Housing
<b>Subject:</b>	<b>ASHTON TOWN HALL UPDATE</b>
<b>Report Summary:</b>	The report provides an update that the next stage of physical works at Ashton Town Hall will comprise repair of the front elevation parapet and building façade. Approval is sought to enter into contract for the delivery of this work utilising external grant funding from the Levelling Up Fund.
<b>Recommendations:</b>	That Executive Cabinet be recommended to agree: <ul style="list-style-type: none"><li>(i) That the total maximum budget for Ashton Town Hall is set at £3,400,000, including £597,090 of additional contingency for any un-costed works, financed from the Levelling Up Fund.</li><li>(ii) That the Council enter into the standard Design &amp; Build contract with the inspiredspaces Tameside Limited (LEP) for the works to Ashton Town Hall to a value of £2,802,910 including the LEP fee, subject to a satisfactory independent Value for Money Assessment and that the Council enter into a Deed of Appointment with the LEP for the appointment of an Independent Certifier for the scheme to protect both parties positions and ensure full compliance with the contract.</li></ul>
<b>Corporate Plan:</b>	Key aims of the Corporate Plan are to provide opportunities for people to fulfil their potential through work, skills and enterprise and to ensure modern infrastructure and a sustainable environment that works for all generations and future generations. The proposed works to Ashton Town Hall will deliver against these aims.
<b>Policy Implications:</b>	The proposed works to Ashton Town Hall will support delivery of the Borough's Inclusive Growth Strategy 2021, and the Tameside Climate Change & Environment Strategy.
<b>Financial Implications: (Authorised by the statutory Section 151 Officer &amp; Chief Finance Officer)</b>	The report provides an update on next stage of physical works at Ashton Town Hall.  The related works will be financed via the £19.9m Levelling Up Capital grant that was awarded to the Council on 27 October 2021. Of this funding £3.400m has been earmarked specifically to support the first stage in the restoration of Ashton Town Hall.  A revised cost plan for the parapet works at Ashton Town Hall has been identified at a total cost of £2.803m which will allow delivery of the works within the £3.400m of external grant funding that is available via the Levelling Up Fund. The Levelling Up grant

allocation must be expended by 31 March 2025 in accordance with the grant conditions.

Further updates to the restoration programme will be presented in subsequent reports together with the related financial implications.

**Legal Implications:  
(Authorised by the  
Borough Solicitor)**

The report highlights the significant cost of bringing the Town Hall back into use. The present report seeks approval to proceed with largely external works to protect the structural integrity of the building. A number of those works are not yet costed as they will not be clear until enabling works are undertaken.

The Council must ensure that the works are closely monitored and that the contract is effectively managed including challenge (when necessary) to ensure that the works are carried out in time and to budget.

**Risk Management:**

Risks associated with the project are set out at Section 6.

**Background Information:**

The background papers relating to this report can be inspected by contacting Mike Reed, Head of Major Programmes.



Telephone: 07974 111 756



e-mail: [mike.reed@tameside.gov.uk](mailto:mike.reed@tameside.gov.uk)

## 1. INTRODUCTION

- 1.1 The Council has identified Ashton Town Centre as one of its growth priorities, supporting delivery of the Tameside Inclusive Growth Strategy 2021-26 in making our town centres hubs for living, culture, employment and services supporting a sustainable retail sector. The town centre also forms part of the identified Eastern Growth Corridor taking in Ashton St Petersfield, Ashton Moss and Ashton Town Centre, which form part of the Ashton Mayoral Development Zone (AMDZ), to deliver high innovation growth.
- 1.2 The Grade II listed Ashton Town Hall was the traditional home of municipal life in Ashton since its opening in 1840 and extension in 1878. Its heritage, importance and significance lie in its classical façade framing the historic setting of the Market Square.
- 1.3 The long term viable future of Ashton Town Hall is an important component in the wider plans for Ashton Town Centre (including use of the £19.9m secured from the Levelling Up Fund) which recognise the important role of the Town Hall façade in framing the Market Square. Whilst the heritage importance of the building lies in its classical façade it is noted that there are significant challenges associated with securing a long term sustainable use for the building interior. The development of more detailed proposals for the Town Hall needs to take place in this context and be consistent with the Council's long term approach to the regeneration of Ashton Town Centre and the Council's wider Strategic Asset Management Plan.
- 1.4 The Town Hall was physically linked to the Tameside Administrative Centre (TAC) from 1980 until 2015 and played an important role in accommodating civic and other functions. The Town Hall was closed in May 2015 to facilitate its physical disconnection from TAC as part of the demolition and site clearance of TAC under the Vision Tameside programme and the development of Tameside One. The civic functions of the Town Hall, displaced by its closure, have since been successfully accommodated at Tameside One, since its phased opening from March 2019 and in other civic buildings around the borough.

## 2. PHASED RESTORATION APPROACH

- 2.1 In 2021, the Council submitted a bid to the Levelling Up Fund Round 1, and was awarded £19.9m for Ashton Town Centre on 27 October 2021. Of this funding £3.4m was specifically identified to support the first stage in the restoration of Ashton Town Hall.
- 2.2 The funding ask for the Town Hall within the Levelling Up Fund bid was based on the available high level cost plan in 2020 of £3.4m for the completion of repairs to strengthen the existing roof structure and delivery of an envelope restoration scheme. This cost plan noted that the full scope of works required and total cost could not be confirmed until the necessary intrusive survey work was completed and fully analysed.

### ***PHASE 1 – ENVELOPE RESTORATION***

- 2.3 Approval to establish an envelope restoration scheme, including roof strengthening, was granted by Executive Cabinet in December 2019. The repair and restoration of the Ashton Town Hall envelope, in advance of an internal refurbishment and remodelling, was identified as being necessary to:
  - Limit any further deterioration of the building.
  - Provide an improved external appearance of the Town Hall from Tameside One, Ashton Market Square and the wider public realm; noting the importance of the façade to Ashton Market Square.
  - Facilitate further consideration of the options for internal restoration of the Town Hall alongside completion of intrusive surveys.
  - Enable the Council to develop a more detailed plan and identify a long term sustainable use for the building

- Identify further external funding sources to enable the Council to bid for grants to support the future use of the building thereby easing the burden on the Council's capital programme.

2.4 In November 2021, Executive Cabinet gave approval to utilise £3.4m secured from the Levelling Up Fund for the Town Hall envelope restoration scheme.

2.5 The full scope of the envelope restoration works included:

- **Roof repairs including the removal and reinstatement of multiple Mechanical and Engineering penetrations.** The roof is in very poor condition. Water leaks are repaired when they become apparent but damage to ceilings and floor coverings has occurred. The roof has been compromised through multiple Mechanical and Engineering penetrations which have taken place over many years. The building requires a new mechanical and electrical system so the intention is to remove the existing installation and repair the roof where it has been compromised.
- **Repair and restoration of the rear elevations.** The Town Hall was closed in order to facilitate its physical disconnection from TAC as part of the demolition and site clearance of TAC. The disconnection resulted in significant damage and scarring to the Town Hall's rear elevations, including the need for stabilisation and remediation works. The rear elevations have multiple door and Mechanical and Engineering penetrations which require significant repair and restoration.
- **Repair to stone work and cleaning of the front elevations, including the parapet and Town Hall steps.** An inspection of the front elevation parapet has highlighted the need for repair and remediation of the stone work.
- **Soft strip of the remaining Mechanical and Engineering systems, including any remaining asbestos.** Many of the mechanical and electrical systems within the building are obsolete and/or compromised. The building will require a complete new system throughout. In order to remove all the envelope related penetrations it is proposed that a further Mechanical and Engineering strip-out of the internal spaces be undertaken, as part of the envelope scheme, along with any remaining asbestos in readiness for the internal refurbishment.
- **Reinstate temporary internal heating, power and ventilation to maintain the internal fabric of the building.** The repair and restoration of the building envelope will go a long way in preserving and preventing the further deterioration of the internal fabric of the building. However, the internal spaces will benefit significantly from the reintroduction of basic heating, ventilation and lighting in advance of any future redevelopment. This will also facilitate a safe and accessible environment.
- **Create DDA compliant access to and within the building.** Improved access is required both in to and throughout the building to ensure DDA compliance.

#### ***PHASE 2 – INTERNAL RESTORATION***

2.6 The existing Town Hall building is arranged over three floors and sits within a site area of c1,450 sq m. Due to a change in levels across the site, the ground floor is at street level at the rear of the Town Hall and at a lower, sub-street level at the front of the building.

2.7 The internal restoration of Ashton Town Hall, which would be necessary to enable the building to be capable of occupation, would be a significant refurbishment estimated to require an additional budget in excess of £15m at present day prices to complete in full.

2.8 It is noted that due to the significant cost implications and access issues associated with bringing the Lower Ground Floor and the Second Floor back into full use it is likely that both of these areas would need to be mothballed under any internal restoration scheme.

### **3. PROGRESS TO DATE**

- 3.1 The intrusive survey work completed to date has identified that scheme cost are now considerably in excess of the original £3.4m estimates. The cost of the repair of the whole roof, high level stone parapet and façade works for the whole building is now estimated to be circa £8m.
- 3.2 There are a number of reasons as to why the costs have increased so considerably from the previous high level cost plans. These include the extremely high levels of construction cost inflation between 2020 and 2023, further deterioration in the overall condition of the building, the requirement for full scaffold tenting and sheeting to the whole building for both the works to be carried out and allow for the building to dry out, full replacement of structural roof timbers and the roof walkway system, additional stonework repairs and strengthening works, making good works internally and additional heritage rainwater goods.
- 3.3 In September 2023 Listed Building Consent was granted for re-roofing works, localised repairs to parapet stonework at roof eaves level and structural envelope repairs. The application sought consent for re-slatting works to roofs 1-8 including replacement breather membrane and timber roofing lathes; gutter repairs to all gutter and roof interfaces; access and maintenance walkways; localised chimney repairs and removal; structural stone work repairs and replacement where required; removal of legacy iron fixing; structural making safe / repair to legacy structural openings (typically to the northern elevations post demolition of the Tameside Administration Centre (TAC) building; and damp proof tanking remediation / making good to black areas of the existing external northern façade.
- 3.4 In the context of the significant increases in the cost plan for the envelope restoration works at the Town Hall and the potential consideration of alternative approaches to the building it is recommended that the roof replacement work (with the exception of any temporary measures to reduce water ingress) is paused at this stage with a focus on progressing works to repair the parapet and the facade restoration for the south and east elevations.
- 3.5 This approach will help to address immediate health and safety issues associated with the risk of falling masonry from the façade and parapet and maintain some momentum in respect of physical works utilising the secured Levelling Up Fund grant, which needs to be utilised by 31 March 2025, without the risk of costly works that are potentially abortive in the long term. This approach will provide the scope for a long term phased approach to the building that will enable the removal of some of the existing hoarding and fencing once the parapet and façade restoration is complete. There would then be a pause in works whilst further external grant funding (which is currently unidentified) is secured to deliver future phases.
- 3.6 The costs incurred to date in respect of the work undertaken at the Town Hall have been utilised to carry out emergency works and feasibility surveys that will still be required whatever approach the Council ultimately take in respect of the future of the building. These costs are incorporated into cost plan set out in Section 4 of this report.
- 3.7 The works to Ashton Town Hall will need to complete by December 2024 to enable the public realm works on Market Square, which will be running concurrently, to be completed by March 2025.

### **4. FINANCIAL SUMMARY & IMPACT ON THE APPROVED CAPITAL PROGRAMME**

- 4.1 A revised cost plan for parapet works and façade restoration of the building has identified a total cost of £2,802,910 (including all additional fees). This will enable delivery of the works within the £3,400,000 of external grant funding currently available for the project via the Levelling Up Fund for utilisation by March 2025, whilst providing an additional contingency budget for un-costed exclusions for £597,090.

- 4.2 **Table 1** sets out a summary of the revised cost plan for the works to Ashton Town Hall. The final cost plan (at January 2024) provided by the LEP is attached at **Appendix 1**. The estimated additional design and build fees have been calculated in collaboration with the LEP.

**Table 1**

	£
<b>Cost Plan (January'24) - Appendix 1 Refers</b>	<b>2,386,730</b>
<b>Estimated Additional Design and Build Fees</b>	
- VFM	3,000
- Legal	12,000
- Independent Certifier	20,000
- Insurance	90,000
- LEP Fee	47,734
- Contingency	243,446
<b>Sub Total</b>	<b>2,802,910</b>
<b>Additional Contingency for Un-costed Exclusions</b>	597,090
<b>Total Budget</b>	<b>3,400,000</b>

- 4.3 The cost plan provided by the LEP includes a number of un-costed exclusions. The exclusions are due to the fact that some elements of the scheme cannot be priced until the next phase of works have started on site. The standard Design and Build contract has no provision for provisional sums. Any costs which cannot be priced are included in the Council's project budget but not included in the contract sum until a firm price and scope is provided by the LEP and a variation to the contract agreed.
- 4.4 The additional contingency available via the Levelling Up Fund will mitigate against these un-costed exclusions. The monitoring of spend from the contingency will be via regular updates to SPCMP. Any unspent contingency from the Levelling Up Fund will be utilised for further public realm works to enable full drawdown of external grant funding available.
- 4.5 It is important to reiterate that the final cost plan from January 2024 remains subject to change and the total scheme costs cannot be fixed until a Design and Build Contract has been signed. The cost plan is currently undergoing an external Value for Money review. The approval of this report to progress the proposed works to Ashton Town Hall and will enable the Council to secure the final agreement with the LEP to enter into a Design and Build Contract.
- 4.6 In accordance with the provisions of the standard Design and Build contract, the Council and the LEP will jointly appoint an independent certifier to review the project as it progresses and certify any valuation claims.

## **5. PROGRAMME & NEXT STEPS**

- 5.1 Subject to approval, work to draft a Design & Build contract with the LEP will begin. The draft programme is set out in **Table 2**:

**Table 2**

Action	Date/Timescale
Report to Executive Board/Executive Cabinet	March 2024
Contract Agreed	April 2024
Estimated start with site set up	May 2024
Estimated completion date	December 2024
Regular updates to SPCMP	Ongoing

5.3 The high-level programme provided by the LEP is attached as **Appendix 2**

## 6. RISK MANAGEMENT

6.1 The main project risks associated with delivery of the Civic Hall roof project have been identified in **Table 3**:

**Table 3**

Risk Area	Detail	RAG Rating	Mitigation	RAG Rating
<b>Financial</b>	Insufficient budget to complete the scope of works required.	Red	Explore all value engineering opportunities and alternative approaches.	Yellow
<b>Financial</b>	Estimated scheme costs continue to increase as a result of delay/inflation.	Red	Utilise existing arrangements with the LEP to reduce timescales to enter into contract.	Yellow
<b>Procurement</b>	Lack of capacity in the construction sector to undertake the works.	Yellow	Utilise existing arrangements with the LEP to secure delivery partners.	Green
<b>Procurement</b>	Long lead in times for the procurement of specialist materials, such as stonework, cause delay in delivery.	Yellow	Identified requirements and place orders for materials early.	Green
<b>Asset Management</b>	Building condition continues to deteriorate as wider works are delayed	Red	Continue to actively monitor building condition and take appropriate temporary measures if necessary.	Yellow
<b>Programme</b>	Works to Ashton Town Hall will need to take place concurrently with public realm works on Market Square.	Red	Apply appropriate project management to ensure all elements are delivered within required timescales.	Yellow
<b>Programme</b>	Lack of resource capacity to undertake work in line with expectations.	Yellow	Apply adequate resource to the project to ensure programme adherence.	Green

## 7. RECOMMENDATIONS

7.1 As set out at the front of the report.

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Ashton Town Hall - Roof Remediation  
Tameside

SCOPE	Price 31.03.23	CONTRACTOR	QTY	RATE	COST PLAN E		Comments
					12.01.24	South Elevation Façade works only	
<b>SCAFFOLD WORKS</b>							
<b>Zone 2 - Roof Areas 1-4</b>							
1,2 & 3	Erect Perimeter Scaffolding & associated butress, lifting gear, haki staircases etc. Hire period based on 30 weeks	Independent scaffold top 2 lift boarded, butress to independent scaffold and kentledge on scaffold	lbn	1	£ 96,090.44	£ 96,090.44	
4		Bridging beams over steps and cannon bases	lbn	1	£ 47,283.98	£ 47,283.98	
5		Haki staircase	lbn	1	£ 5,107.73	£ 5,107.73	
FOA		Additional lifts to achieve height, ladder beams, Niko rail & Niko load test	lbn	1	£ 35,772.81	£ 35,772.81	
EOB		Heavy duty loading bay	lbn	1	£ 6,881.09	£ 6,881.09	
6		Upgrade loading capacity on top lift	lbn	1	£ -	£ -	
7 & 8		Board out all lifts for clean and making good of previous scaffold tie holes & inside handrails	lbn	1	£ 15,416.33	£ 15,416.33	
9		Debris netting to external scaffold	lbn	1	£ 3,569.20	£ 3,569.20	
EOC		500KG hoist to roof	lbn	1	£ 23,009.09	£ 23,009.09	
EOD		Erect Temporary Propping to Cornice Stone Elements to North Elevation	lbn	1	£ 5,398.77	£ 5,398.77	
<b>Other Items / Preliminaries etc</b>							
	Independent Scaffold Inspections for the duration of the works		lbn	30	£ 398.48	£ 11,954.25	
	Temporary Works Co-Ordinator		lbn & RCG	1	£ -	£ -	
	Design costs for full scaffold, temporary propping of the cornice and temporary roof/tenting.	Includes all previous iterations of the design including that for where tied in and excluding butress	lbn	1	£ 13,940.93	£ 13,940.93	
	Pavement Permits	Allowance based on previous all round the building quote	lbn	1	£ 31,500.00	£ 31,500.00	
	EO for adaptions	Risk allowance based on access to certain stonework where adaptions required	lbn	1	£ 29,478.02	£ 29,478.02	
	Replacement of sheeting to all elevations after 6 months		lbn	0	£ -	£ -	Not now required
<b>Group Element Total</b>					<b>£ 325,402.61</b>		
<b>TIMBER TREATMENT &amp; ROOF STRENGTHENING WORKS</b>							
Document reference ATH - CUR - ZZ-ZZ-L-S-00003-PO3							
<b>Roof Structure Repairs</b>							
	Sub-Contractor Prelims		Clan	1	£ 5,433.75	£ 5,433.75	
Curtin	2.4 Roof 4	Tightly pack the open trussing joint with stainless shim plates or saw-cut shaped hardwood blocking to reintroduce the diagonal braces to the principal rafters	Clan	1	£ 2,716.88	£ 2,716.88	
Curtin	2.5 Roof 4	Timber repairs required in area of water ingress, purlin to be spliced and diagonal member to be replaced	Clan	1	£ 8,965.69	£ 8,965.69	
		Risk item associated with deterioration until timbers can be resurveyed	Clan	1	£ 5,433.75	£ 5,433.75	
		Temporary Propping to Roof Area 4 as required for removal of decayed timber	RCG / RMD	1	£ 12,500.00	£ 12,500.00	
		Temporary works design for back propping	RCG	1	£ 5,000.00	£ 5,000.00	
Curtin	2.13 Roof structures generally - roof 4 - water ingress	Existing internal down pipes leaking into roof level and saturating surrounding timber and masonry on elevation. Investigation and remediate all rainwater handling goods relating to this corner to allow it to dry out	Crescent		£ -	£ -	Excluded, temp works already done and covered in CO's below
<b>Group Element Total</b>					<b>£ 40,050.06</b>		
<b>MASONRY WORKS</b>							
Document reference ATH - CUR - ZZ-ZZ-L-S-00003-PO3							
<b>Masonry Works to Stone Façade:</b>							
	Sub-Contractor Prelims		Clan	1	£ 6,520.50	£ 6,520.50	
	Temporary works and associated labour			0	£ -	£ -	
	Surveys & Testing	Mortar Analysis by petrographic thin section	Clan	9	£ 1,086.75	£ 9,780.75	
		Stone Analysis above cornice including visual inspection and drawing annotation	Curtin	2	£ 3,368.93	£ 6,737.85	
		Stone Analysis on cornice including visual inspection and drawing annotation	Curtin	2	£ 4,455.68	£ 8,911.35	
		Black paint removal sample	Clan	1	£ 1,086.75	£ 1,086.75	
<b>Above Cornice Structural Elements</b>							
Curtin	1.1 Roof parapets - southern frontage - roof 1, 2 & 4 (elevations 2&3)	Take down the parapets, <del>reclaim the stone units, remove all embedded iron clamps and replace with stainless steel and subsequent rebuilding.</del> Allow for balusters to be replaced with new whole units to the Architects detail. (The works required do NOT include for repair to any of the other stone elements i.e. the cornice base stone and or any of the stone works above)	Clan	1	£ 54,337.50	£ 54,337.50	
Curtin	1.2 Roof parapets - eastern frontage - roof 3 (elevation 4)	Take down the parapets, reclaim the stone units, remove all embedded iron clamps and replace with stainless steel and subsequent rebuilding.	Clan	0	£ -	£ -	Excluded
Curtin	1.3 Roof parapets - western frontage - roof 4 (elevation 1)	Lift copes and remove embedded iron cramps, rebed and dowel or replace cramps with stainless, resin fixed into sound masonry	Clan	0	£ -	£ -	Excluded
Curtin	1.4 Roof parapet - northern frontage - roof 8	Lift copes and remove embedded iron cramps, rebed and dowel or replace cramps with stainless, resin fixed into sound masonry	Clan	0	£ -	£ -	Excluded
Curtin	1.5 Roof cornice - southern frontage	locate and remove iron cramps replacing with stainless	Clan	0	£ -	£ -	Excluded
Curtin		In places the soffit of the cornice units has decayed and delaminated. These areas are to be dressed back	Clan	1	£ 1,304.10	£ 1,304.10	Previously included in item 1.1 - 1.3
Curtin		Supply and install lead flashing to architects detail to prevent water ponding and leaking through the cornice, staining areas below vertical joints	Clan	1	£ 16,301.25	£ 16,301.25	Previously included in item 1.1 - 1.3
Curtin	1.6 Chimneys generally repair/repointing	Allow for fabric repair, including but not limited to cement mortar and deep pack repointing with compatible lime mortar and vented hard capping to all chimneys (Roof 4 - 4nr, Roof 8 - 4nr)	Clan	0	£ -	£ -	
Curtin	1.7 High level masonry generally	All masonry above the roof level to have 100% fabric repair comprising careful removal of cement mortar and deep pack repointing with compatible hot mixed lime mortar, include also for rakout and repoint coping (extent defined as spine wall to roof 1, roof 5 down to roof 6 and interface between roofs 6 & 7 where chimney previously capped off)	Clan	0	£ -	£ -	Excluded - No works to chimney and or high level brickwork above the roof
Curtin	1.8 Chimneys rebuilding	Allow for taking down and rebuilding leaning chimneys where identified (Roof 4 - 2nr & Roof 5 - 2nr)	Clan	0	£ -	£ -	
		2 nr small square chimney pots to wall through coping at roof 1&5 and 1&6	Clan	0	£ -	£ -	
Curtin	3.1 Distressed lintels and jambs - southern and eastern frontages (elevations 2,3 & 4)	Stone indent and or replacement works <del>with removal of the embedded ironwork</del> : Consideration should be given to the preventative removal of iron cramps above the higher elevation before they split the stone units	Clan	1	£ 27,168.75	£ 27,168.75	
Curtin	3.2 Fabric surface coating - western gable	Remove existing render system and replace with a compatible lime render to the Architects design and detail	Clan	0	£ -	£ -	
Curtin	3.3 Existing crudely formed structural openings - western gable	Make good the elevation such that the historical openings will be made good and the recent interventions are blocked up such that the match the existing blockwork	Clan	0	£ -	£ -	Excluded - No works to the existing rendered elevation and or the elevation previously attached to the TAC building
Curtin	3.3 Existing crudely formed structural openings - northern walls generally	Make good the elevation such that the historical openings will be made good and the recent interventions are blocked up such that the match the existing blockwork	Clan	0	£ -	£ -	
Curtin	3.4		Crescent		£ -	£ -	
Curtin	3.5 Chimney and expressed masonry peaks - north rear elevation	Rebuild the loose high level masonry with introduction of stainless dowels to skew copes and kneeler blocks. Carry out a holistic fabric repair which includes the removal of all cement mortar for deep pack repointing with a compatible hot mixed lime mortar	Clan	0	£ -	£ -	No works to chimneys
Curtin	3.6 Masonry fabric generally	Carry out a holistic fabric repair which includes the removal of all cement mortar for deep pack repointing with a compatible hot mixed lime mortar including temporary work measures e.g. hessian wrap and or visqueen covering for weather dependant works	Clan	1	£ 65,205.00	£ 65,205.00	
Curtin	3.7 Distressed lintels - western and northern elevations (elevations 6 & 7)	Failed lintels require either formal structural stitching or replacement. The remaining lintels which have not split but contain embedded metalwork should have the fixings cored out as a preventative measure. Lintels which exhibit defective stich repairs should be replaced?	Clan	0	£ -	£ -	Excluded - No works to the elevation previously attached to the TAC building

Curtin	3.8	Bowing wall head - south elevation	Install laser monitoring datapoints on elevation at high level <b>to determine if the bowing of the elevation has been arrested by the remedial works previously undertaken in roof 3</b>	Formby surveys	1	£	22,278.38	£	22,278.38	Circa 40nr prisms and 1 week to install including MEWP
Curtin	3.9	Differential settlement - south elevation	Install laser monitoring datapoints on elevation to determine if the differential settlement at this interface is still active or has run its course	Formby surveys	1	£	-	£	-	Included in item 3.8 above
	3.9A		Long term monitoring of the lasers in line with the Curtins specification	Formby surveys	1	£	36,000.00	£	36,000.00	Every 2 months for 2 years and 3 months for 3 years
	3.9B		RISK ITEM ADDITIONAL MONITORING	Formby surveys	1	£	10,000.00	£	10,000.00	Prudent to include a risk item for additional monitoring within the 5 years. NOTE Items 3.9A & 3.9B are to be via a separate order to the contract to allow for the continued monitoring
Curtin	3.10	Embedded ferrous fixings and dowels (elevations 2,3 & 4)	All embeded elements of ferrous metals are drilled out and the masonry made good to Architects detail	Clan	1	£	27,168.75	£	27,168.75	
		<b>General works to whole building</b>	Conservation Clean to Entire Building and Front Steps - Doff clean	Clan	1	£	17,931.38	£	17,931.38	
			Conservation Clean to Entire Building and Front Steps - Tork clean	Clan	1	£	7,500.00	£	7,500.00	
			Removal of black paint to Elevations at the rear of the building	Clan	0	£	-	£	-	
			Indentation repairs to masonry facade following removal of scaffold both old, from previous scaffold installations, and this scheme	Clan	1	£	8,150.63	£	8,150.63	Debateable as to whether this is required as sample has proven unsuccessful.
			Render cover all areas where previously painted black assume substrate required and works to the DPC to prevent further damp	Clan	0	£	-	£	-	
			Making good further deterioration to the building following the previous survey carried out in 2022.	Clan	1	£	29,342.25	£	29,342.25	
		<b>Group Element Total</b>						£	<b>355,725.18</b>	

<b>ADDITIONAL WORKS REQUIRED</b>										
		<b>Water Mains Connections works</b>								
		United Utilities	News mains connection into existing excluding associated groundworks	United Utilities	1	£	20,497.95	£	20,497.95	
			Groundworks for water mains connection	RCG	1	£	7,335.56	£	7,335.56	No firm quote/design from UU, connections
			Risk associated with increased increased cost from UU given quote expired	United Utilities	1	£	2,049.80	£	2,049.80	Note only 10% allowance. TMBC to carry some contingency also.
		<b>Group Element Total</b>						£	<b>29,883.31</b>	

<b>MAKING GOOD WORKS</b>										
		<b>Group Element Total</b>						£	<b>-</b>	

**CONSTRUCTION WORKS SUB TOTAL: £ 751,061.16**

<b>SURVEYS</b>										
			Covered in the previous CO costs below					£	-	
		<b>Group Element Total</b>						£	<b>-</b>	

**SURVEYS SUB TOTAL: £ -**

<b>FEES</b>										
		Consultant fees	Architectural design including PD	Ryder Architecture	1	£	83,446.88	£	83,446.88	
		Consultant fees	Structural Engineer	Curtin Consultants	1	£	27,815.63	£	27,815.63	
		Consultant fees	MEP Engineer - Internal Restoration Re-occupancy advice RIBA Stage 3	BICA Consulting	0	£	-	£	-	
		Consultant fees	Fire Consultancy - Roof Replacement Scheme & Re-occupancy Advice	Tenos Ltd	0	£	-	£	-	
		Consultant Fees	Lead Paint Consultancy	Life Environmental	0	£	-	£	-	
			Removal of lead paint	Life Environmental	0	£	-	£	-	
		Consultant Fees	Heritage Consultant		0	£	-	£	-	
		Consultant Fees	Subcontract design input for detailed design and LBC submission assistance		0	£	-	£	-	
		Consultant Fees	Building Control	Align	0	£	-	£	-	
			Planning Application fee		0	£	-	£	-	
			Consultant Contingency Allowance for updating drawings etc.		20%	£	111,262.50	£	22,252.50	
		<b>Group Element Total</b>						£	<b>133,515.00</b>	

**FEES SUB TOTAL: £ 133,515.00**

<b>PRELIMINARIES &amp; CONTINGENCIES</b>										
		<b>CONSTRUCTION PRELIMINARIES</b>								
		PRE-CONSTRUCTION PRELIM - Lead in period - Commercial/Operational Set up	within previous change orders see below		1	£	-	£	-	
		Hoarding			1	£	67,501.00	£	67,501.00	
		<b>OTHER CONSULTANTS AND SURVEYS</b>								
		CONTINGENCIES & RISK 5% OF NET BUILD COST	included above		1	£	-	£	-	
		INFLATION 2.5% OF NET BUILD COST	on construction elements only		1	£	37,553.06	£	37,553.06	
		<b>Group Element Total</b>						£	<b>673,146.05</b>	

**PRELIMINARIES & CONTINGENCIES SUB COST TOTAL: £ 673,146.05**

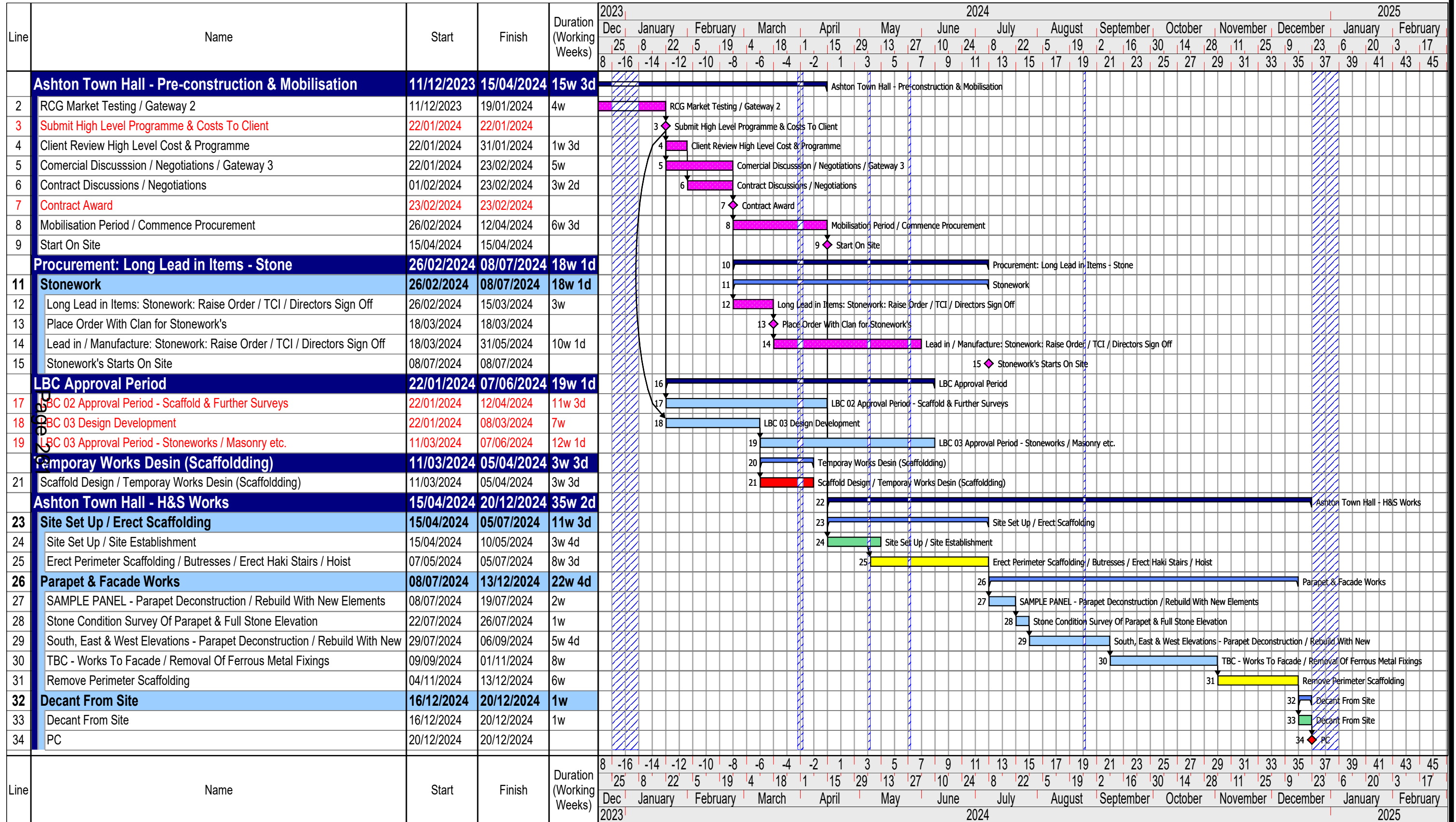
**CONSTRUCTION COST SUB-TOTAL: £ 1,557,722.21**

**OVERHEADS AND PROFIT @ 6.5% £ 101,251.94**

**WORKS DONE UPTO AND INCLUDING 31ST MARCH 2023 Including OH&P** All as Change orders CO 1520, 1635, 1674, 1690, 1696, 1697, 1698, 1713 & 1714 **£ 727,756.00**

**TOTAL COST £ 2,386,730.15**

# Ashton Town Hall - H&S Works Tender Submission Programme



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<b>Report to:</b>	<b>EXECUTIVE CABINET</b>
<b>Date:</b>	27 March 2024
<b>Executive Member:</b>	Councillor Jacqueline North, First Deputy (Finance, Resources & Transformation)
<b>Reporting Officer:</b>	Julian Jackson, Director of Place
<b>Subject:</b>	<b>HATTERSLEY ANNUAL UPDATE APRIL 2023 TO MARCH 2024</b>
<b>Report Summary:</b>	The report provides an update on the Hattersley Regeneration Programme for the period 2023/2024
<b>Recommendations:</b>	<p>The Executive Cabinet be recommended to:</p> <ul style="list-style-type: none"><li>(i) Note the work undertaken in 2023/2024 as part of the Hattersley Regeneration Programme and the proposed next steps.</li><li>(ii) Approve the payments to Onward Homes, Homes England and the Council, to reimburse expenditure as set out in <b>table 5 (section 4)</b> with the sum of up to £0.041m to finance public realm schemes and a sum of up to £0.029m to finance collaboration agreement expenditure. The expenditure is to be financed via the balance held by the Council for the Hattersley Land Board, the total of which is included in table 2 and was £4.364m as at 1 April 2023.</li><li>(iii) Approve the reimbursement of costs incurred, against the Collaboration Agreement funds, by the Council, Onward Homes (for the Work and Skills Coach) and Homes England during 23/24 of up to £0.062m as detailed in <b>table 4 (section 4)</b>. The expenditure is to be financed via the balance held by the Council for the Hattersley Land Board.</li></ul>
<b>Corporate Plan:</b>	Key aims of the Corporate Plan are to provide opportunities for people to fulfil their potential through work, skills and enterprise and to ensure modern infrastructure and a sustainable environment that works for all generations and future generations. The Hattersley Regeneration Programme is delivering against these aims in the areas of job creation, modern infrastructure and a sustainable environment.
<b>Policy Implications:</b>	The Hattersley Regeneration Programme supports the policy aims of the Council's Inclusive Growth Strategy 2021, Tameside Climate Change & Environment Strategy, and the draft Greater Manchester Places for Everyone joint development strategy.
<b>Financial Implications: (Authorised by the statutory Section 151 Officer &amp; Chief Finance Officer)</b>	<p>The report provides an update of the regeneration programme in Hattersley for the current financial year.</p> <p>The programme is supported via funding held by the Council, as accountable body, for the Land Board.</p> <p>The table below shows the balance as at 1 April 2023 and the movement to the forecast position at 31 March 2024, split between the balance allocated to public realm related works and that</p>

allocated to expenditure relating to the collaboration agreement. It also shows the commitments beyond 31 March 2024 against each fund.

	<b>Public Realm £m</b>	<b>Collab- oration £m</b>	<b>Total £m</b>
Balance at 1 April 2023	3.638	0.726	4.364
23/24 Forecast Expenditure	0.109	0.263	0.372
23/24 Forecast Income	(0.073)	(0.170)	(0.243)
<b>Forecast Balance at 31 March 2024</b>	<b>3.602</b>	<b>0.633</b>	<b>4.235</b>
Future Commitments	0.600	0.283	0.883
<b>Forecast Balance After Future Commitments</b>	<b>3.002</b>	<b>0.350</b>	<b>3.352</b>

The table below breaks down the forecast expenditure, shown in the table above. The full breakdown of expenditure by workstream is shown in **Section 4, Tables 3 and 4**.

	<b>£m</b>
Onward Homes – Expenditure incurred January – June 2023, already reimbursed	0.198
<b>Total Expenditure Already Reimbursed</b>	<b>0.198</b>
Onward Homes – Expenditure incurred July – December 2023	0.070
Onward Homes – Work & Skills Coach 23/24	0.037
Council forecast expenditure to 31 March 2024	0.017
Homes England forecast expenditure to 31 March 2024	0.008
<b>Total Expenditure to be Reimbursed</b>	<b>0.132</b>

Expenditure incurred by Onward Homes between 1 January 2024 – 31 March 2024 will be reimbursed in September 2024 following the submission of a claim, in line with the pre-approved schedule.

Officers have carried out due diligence checks for all invoices submitted as part of these claims for reimbursement, including to ensure eligibility under the agreements.

As the reimbursement payments in this decision are funded from monies held on the balance sheet for the Land Board, there is no adverse impact to the General Fund arising from the decision.

The reimbursements requested are within the available balances held on behalf of the Land Board and there is no revenue or capital budget associated with this decision that is funded from the General Fund.

**Legal Implications:  
(Authorised by the  
Borough Solicitor)**

The report contains an update on progress.

The report seeks to approve payments under the Public Realm Collaboration Agreement, which approval will need to be subject to the completion of a Deed of Variation to the Public Realm Collaboration Agreement which will vary the amount held by the Council under that agreement and the mechanism for making such payments.

**Risk Management:**

The approach to risk management is set out in Section 5

**Access to Information:** Not Confidential

**Background Information:** The background papers relating to this report can be inspected by contacting the Ben Gudger and Carol Bryant



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## 1. INTRODUCTION

- 1.1 The Hattersley regeneration started in 2006, when housing stock transferred from Manchester City Council to Peak Valley Housing Association. At the time, the population had declined to 6,600 from 15,000 and the estate was suffering from a serious lack of investment. There have been considerable developments in the area since then, including:
- Onward Homes (formally Peak Valley H.A.) has demolished 900 properties, refurbished 1475 and built 155 new homes.
  - Barratts have built a total of 692 homes through the development agreement which completed in the summer of 2023. This was in partnership with the Council, Onward Homes and Homes England. Barratts have now completed all development and are no longer on site in Hattersley.
  - Hattersley Road West was re-aligned to pass adjacent to the train station and the car park improved. This and the new-build properties led to an increase in rail passenger numbers (notwithstanding a drop in figures caused by the COVID-19 pandemic) and are now back to 63% of pre COVID levels.
- 1.2 In 2006, the Hattersley public sector partners entered into a Collaboration Agreement, and subsequently a Development Agreement with BASE Hattersley LLP (Barratt Homes) in March 2007, for private sector residential development. The public sector partners are now Tameside Metropolitan Borough Council, Onward and Homes England, following name changes since the original agreements were signed.
- 1.3 The Collaboration Agreement governs the financial and land input required to facilitate the Hattersley regeneration programme and is overseen by the Collaboration Board (known colloquially as the Hattersley Land Board). The Development Agreement provided Barratts with a licence to build on the land and sell the properties and sets out provisions for funds for public realm works to be paid on a phased basis.
- 1.4 The relationship of Homes England with Hattersley dates back nearly 20 years, in which time they have worked closely with key stakeholders and development partners to provide funding and land. The Council's collaborative working approach with Homes England and Onward Homes, has allowed Homes England to provide support and expertise over a sustained period, to ensure that new homes are supported by high-quality infrastructure and essential services for local people.
- 1.5 This report provides an update on delivery progress in 2023/24.

## 2. Progress in 2023/2024

### Public Realm

- 2.1 Through the Development Agreement, Barratt Homes have contributed £4,000,000 into a fund that will enable Onward Homes and the Council to provide public realm infrastructure, such as playgrounds, improvements to natural spaces and other schemes such as improvements to gateways and parking. A masterplan was prepared by Planit-ie that went out to public consultation in the summer of 2018, to inform residents, gather feedback and steer priorities for the funds. The consultation highlighted that formal and informal recreation were high on the agenda for residents.
- 2.2 In 2022/2023 two playgrounds were completed; Fields Farm Road and Underwood Road and planning permission was granted for an Adventure Trail and Trim Trail at Porlock Ave. In 2023/2024 the Adventure Trail and Trim Trail at Porlock Ave were both completed. Both of these play areas have a rural feel, as they lead down to Waterside Clough.



- 2.3 The two largest public realms schemes are the creation of a Multi-Use Games Area, together with all age play areas and paths, and the opening up of Waterside Clough, which is in the centre of the Hattersley estate. To drive forward these two schemes Onward, have procured project management services from LK Group.
- 2.4 The Multi-Use Games Area is to be located off Ashworth Lane opposite the Tesco petrol station and at the rear of the proposed District Centre phase 2. Planit-ie Ltd have been procured as the design lead for the project and the project is currently at RIBA Stage two.
- 2.5 Waterside Clough itself is recognised as an untapped natural resource within the centre of the estate. Cass Architects have been appointed to lead the initial design ideas. The aim of the project is to provide access into the Clough through selected clearance, improved paths, boardwalks and additional planting to support the environment. A range of surveys have now been carried out and the scheme has been developed to RIBA stage 2.
- 2.6 A Deed of Variation was required to the Public Realm Collaboration Agreement, to reconcile the public realm fund total and to update claim/payment terms, which has now been agreed and is scheduled for completion in March 2024, together with three Project Schedules one each for the Project Manager, the MUGA and Waterside Clough schemes.

### **Hattersley Station**

- 2.7 The newly refurbished Ticket Office was opened in February 2023 and provides a much improved passenger experience and facility.
- 2.8 The issue of access to the station platform still remains as the main concern for passengers, as the station does not currently provide access for all. A bid was submitted by Transport for Greater Manchester (TfGM) to the Department of Transport (DoT) for improved access but to date no decision has been made on the success of the bid. As at 25 January 2024, TfGM are still waiting for the outcome of the CP7 funding bid to progress prioritised schemes that sit within the Access for All Programme.
- 2.9 On 1 November 2023, Tameside's Planning Speakers Panel approved resolution to grant outline planning permission for the Godley Green Garden village development. The development will provide much needed to new homes and a range of infrastructure improvements that will be accessible to residents of Hattersley. The scheme will also include a bridge link to the Hattersley estate that will facilitate improved access to Hattersley Station.

### **Housing Development**

- 2.10 The Hattersley Central Development is a flagship scheme for Onward and Tameside. It has been made possible by accessing funding from Homes England's Affordable Homes Programme £11,358,000 and also GMCA Brownfield Homes Fund £3,220,000. The scheme includes 91 homes as part of an extra care Scheme, 55 homes for affordable rent and 15 homes for shared ownership.
- 2.11 Progress in 2023/2024:
- Site 1, 15 houses for shared ownership were completed and occupied.
  - Site 2 - 46 houses are progressing well with handover being on a phased basis from mid-2024 until early 2025.
  - Site 3 - 9 houses for affordable rent - all completed and occupied since September 2023.
  - Site 4 - 91 extra care apartments - steel frame, block walls and concrete floors all completed and the building topping out by March 2024. Fit out will then commence, along with highway and landscaping works – practical completion scheduled for end of 2024/2025.
- 2.12 The Harehill Development, which is located between Hare Hill Road and Porlock Ave, will deliver 27 homes for Affordable Rent. Progress has been made on this development;

however, there have been issues and delays linked the rendering of the properties. These issues are being resolved and practical completion will be by the end of March 2024.

- 2.13 The private sector partner Barratts Homes have completed 692 homes for private sale in Hattersley. The final developments were completed in June 2023 and Barratt have now fulfilled their commitments under the Development Agreement. At the height of the development, the Hattersley schemes have performed as one of the top selling Barratts sites in the country.
- 2.14 The Development Agreement between Barratt, TMBC, Onward and Homes England also included an overage clause. During 2023, an external audit was carried out Savills, who were procured via a Homes England framework to consider if any overage was due. This report concluded that a sum of £163,766 was payable that has now been received from Barratt. These funds will go back into the Collaboration Agreement fund, for which TMBC are the accountable body.

### **RSK Science Park**

- 2.15 The RSK Group have now completed the refurbishment of the former Centrica building off Stockport Road. MWH Treatment, part of the RSK Group, were relocated to this building previously. This year Envirolab have also been able to move into the refurbished building following their conversion to provide laboratory facilities. This move will allow for further diversification of businesses as part of the RSK Science Park offer.
- 2.16 The investment by RSK has been significant in Hattersley. To date, their total investment is circa £4m, including the purchase of the former Centrica building and refurbishment, to provide accommodation for MWH Treat and Envirolab, fit out of the laboratory space to UKAS accredited standards, along with the purchase of land and planning applications for future developments.

### **District Centre Phase 2**

- 2.17 Maple Grove as the chosen developer is working with Onward to bring forward Phase 2 of the District Centre on the remaining site that is within the Collaboration Agreement. This scheme is a major milestone in the overall regeneration of Hattersley and the final phase of the district centre. The current scheme is for an Aldi Discount Food Store, a Costa Drive through and a Parade of Trade Counter Units. This development will also facilitate an access spur to the remaining developable plot outside the District Centre Phases 2 boundary.
- 2.18 The Development Agreement for the land disposal and development by Maple Grove for the final phase of the District Centre has now been signed by Onward and Maple Grove. This allowed the submission of the planning application and sets out the terms of the development, with a start on site anticipated for Summer 2024.
- 2.19 The Planning Application was submitted by Maple Grove in December 2023 and is currently in the planning process. A start on site is expected to be in the summer of 2024 with completion at the end of 2025.

### **Work and Skills Coach**

- 2.20 The support offered by the Hattersley Work and Skills coach has continued over the last year and is developing well since the end of the pandemic. The W&SC has made a significant number of connections with partner organisations, such as Ingeus and JCP a summary of their achievements since April 2023 is as follows:
- 11 Individuals supported into employment
  - 43 into training
  - 21 into volunteering and
  - 251 supported with first steps into employment

- 2.17 The funding for this post is provided via the Collaboration Agreement and the current contract comes to end 31 October 2024. Onward Homes currently have employer responsibilities for this post and options for the continuation of the W&SC will be discussed by the partners and presented to the Land Board over the coming months.

### **3. PRIORITIES FOR 2024/2025**

#### **Public Realm**

- 3.1 The delivery of the two largest public realm schemes, the MUGA, play spaces and multi-user paths and the opening up of Waterside Clough. These two schemes to continue to be supported by the appointed Project Manager.
- 3.2 Both of these projects are being designed from concept, through to physical completion in 2024/2025. Public engagement will be a key feature of activity as the design work progresses, planning applications submitted and the construction works commence.
- 3.3 As these projects progress, the costs for these schemes will become better understood and known. At this stage, any remaining funds in the Agreement will be considered for other currently 'on hold' smaller public realm schemes.
- 3.4 Such schemes include improvements to the gateway locations into Hattersley, as these are key to attracting continued investment into the area and also improvements to parking provision around Hattersley, which remains a key priority for residents.

#### **Housing Development**

- 3.5 The construction work for the Hattersley Central Development will continue and as the houses are completed they will be handed over to Onward from the contractor, and let or sold to individual families. The extra care scheme will need to be fully operational prior to any occupation.
- 3.6 The Hare Hill 27 unit housing scheme (2 and 3 bed homes for social rent) will be handed over as soon as the rendering problems are resolved and Onward accept the properties. This is now expected to be by the end of March 2024. This scheme includes the upgrade of a section of bridleway and a new pedestrian access towards the primary school, Discovery Academy by the end of March 2024.

#### **District Centre Phase 2**

- 3.7 The planning application has been submitted and a planning decision is expected in the spring of 2024. Assuming this is approved the brief timescale for the construction is as follows:-
- 3.8 Key milestones:
- An assumed planning decision April 2024
  - Pre-commencement planning conditions discharged June 2024
  - Tender for the construction June 2024
  - Award building contract August 2024
  - Construction period August 2024 to November 2025
  - Handover end of 2025

### **4. FUNDING**

- 4.1 Table 1 provides summary details of the balance of funding held by the Council, as accountable body, at 31 March 2023. The balance is allocated between the funding that supports public realm schemes and the collaboration agreement.

**Table 1**

Fund	Balance at 1 April 2022 £m	22/23 Actual Expenditure £m	22/23 Interest Earned £m	Balance at 1 April 2023 £m
Public Realm	3.745	0.214	(0.107)	3.638
Collaboration Agreement	0.963	0.265	(0.028)	0.726
<b>Total</b>	<b>4.708</b>	<b>0.479</b>	<b>(0.135)</b>	<b>4.364</b>

- 4.2 Table 2 provides summary details of the forecast balance of funding that will be held by the Council as accountable body at 31 March 2024, along with future commitments from April 2024.

**Table 2**

Fund	Balance at 1 April 2023 £m	23/24 Committed / Actuals £m	23/24 Forecast Income £m	Forecast Balance at 31 March 2024 £m	Future Commitments £m	Forecast Uncommitted Balance £m
Public Realm	3.638	0.109	(0.073)	3.602	0.600	3.002
Collaboration Agreement	0.726	0.263	(0.170)	0.633	0.283	0.350
<b>Total</b>	<b>4.364</b>	<b>0.372</b>	<b>(0.243)</b>	<b>4.235</b>	<b>0.883</b>	<b>3.352</b>

- 4.3 Table 3 shows details of actual and proposed expenditure to be financed via the balance held for Public Realm works, alongside forecast interest income.

**Table 3**

<b>Public Realm</b>	<b>£m</b>
<b>Balance At 1 April 2023</b>	<b>3.638</b>
<b>Expenditure Commitments / Actuals</b>	
Onward Claim for Expenditure 1 January 2023 - 30 June 2023 (payment approved September 2023):	
- Playgrounds	0.068
Onward Claim for Expenditure 1 July 2023 - 31 December 2023 (payment due March 2024):	
- Waterside Clough: Clearance/Pathways	0.038
- Multi Use Games Area (MUGA)	0.003
<b>Sub Total: Expenditure Commitments / Actuals</b>	<b>0.109</b>
<b>Income Due/Actuals</b>	
Interest Payment April - September 23	(0.073)
<b>Sub Total: Income Due/Actuals</b>	<b>(0.073)</b>
<b>Estimated Remaining Balance at 31 March 2024</b>	<b>3.602</b>
<b>Future Commitments</b>	
Onward : Long Term Stewardship	0.600
<b>Estimated Remaining Balance including Future Commitments</b>	<b>3.002</b>

- 4.4 The sum of £0.600m shown as a future commitment in Table 3 is for the long-term stewardship of the playgrounds, MUGA and Waterside Clough. Although no expenditure has yet been incurred, this amount has been earmarked for this purpose and as such is shown as committed expenditure against the public realm balance.
- 4.5 Table 4 shows details of actual and proposed expenditure to be financed via the Collaboration Agreement balance, alongside forecast interest income.

**Table 4**

<b>Collaboration Agreement</b>	<b>£m</b>
<b>Balance At 1 April 2023</b>	<b>0.726</b>
<b>Expenditure Commitments / Actuals</b>	
Onward Claim for Expenditure 1 January 2023 - 30 June 2023 (payment approved September 2023):	
- VAT Support - specialist consultancy advice in respect of VAT	0.002
- District Centre	0.128
Onward Claim for Expenditure 1 July 2023 - 31 December 2023 (payment due March 2024):	
- District Centre	0.029
Hattersley Railway Station - Contribution	0.002
Onward - Work and Skills Coach – 1 April 2023 to 31 March 2024	0.037
Former residents - Final Compulsory Purchase Order (CPO) Claim	0.008
Homes England - Overage Audit Fee - Development Agreement BASE (Barratt's)	0.008
District Centre Site - Access Spur	0.034
Infilling of the Stockport Road Underpass - Design of scheme and management of tender process	0.015
<b>Sub Total: Expenditure Commitments / Actuals</b>	<b>0.263</b>
<b>Income Due/Actuals</b>	
Interest Payment April - September 23	(0.006)
Overage Payment received from Barratts	(0.164)
<b>Sub Total: Income Due/Actuals</b>	<b>(0.170)</b>
<b>Estimated Remaining Balance at 31 March 2024</b>	<b>0.633</b>
<b>Future Commitments</b>	
Onward - Work and Skills Coach – 1 April 2024 to 31 October 2024	0.018
Stockport Road Underpass - estimated cost for the infilling of the underpass, subject to change	0.265
<b>Sub Total: Future Commitments</b>	<b>0.283</b>
<b>Estimated Remaining Balance including Future Commitments</b>	<b>0.350</b>

- 4.6 The sums of £0.128m and £0.029m relate to expenditure by Onward, primarily for consultancy fees, for the progression of the development of the District Centre Phase 2 site. This is the last site to be developed that is included within the Collaboration Agreement and as such, costs associated with bringing this site forward are able to be claimed from the Collaboration Agreement monies.
- 4.7 The sum of £0.002m for Hattersley Railway Station is the final confirmed contribution towards the delivery of the Hattersley Ticket Office.
- 4.8 The sum of £0.037m for the Work and Skills Coach covers the period 1 April 2023 to 31 March 2024. Hattersley Land Board agreed to fund this cost and Onward have agreed to undertake the employer responsibilities. The remainder of the costs for this role from 1 April 2024 to 30 October 2024 are shown under 'Future Commitments'.
- 4.9 The sum of £0.008m relates to the Overage Audit work that is required to be undertaken on the Barratts Homes schemes, as required by the Development Agreement. Homes England as the lead for this work used their framework to procure and appoint Savills as an independent body to carry out this work.
- 4.10 The sum of £0.034m relates to the building of a short spur road into the remaining land that is not a part of the current planning application for the Phase 2 of the District Centre. This planning application includes the majority of the remaining land in the Collaboration Agreement Masterplan. However, there is land remaining that could be developed in the

future. To future proof this land the developer has agreed to build a short spur road into that site, while on site, to allow future access to this land.

- 4.11 The sum of £0.015m relates to design of the scheme to fill in the underpass under Stockport Road and the management of the subsequent tender process. This scheme was selected to be progressed for various reasons with the main ones being: it is an eyesore, regularly has rubbish tipped, smells and encourages anti-social behaviour. Future funding for this project is unlikely as it will not fit into any other business cases or funding streams. The estimated cost of the works is shown under 'Future Commitments' at £0.265m.
- 4.12 The claim submitted by Onward due for payment in March 2024, and detailed in Tables 3 and 4, totals £0.070 as summarised in Table 5. All invoices included in the claim for reimbursement have undergone a process of due diligence of officers and all are allowable under the Collaboration and Public Realm agreements. Approval is sought to pay this claim.

**Table 5**

	<b>Claim Amount £m</b>
Collaboration Funds	0.029
Public Realm Funds	0.041
<b>Total Claim</b>	<b>0.070</b>

## 5. RISK

- 5.1 There are a number of high-level risks associated with the Hattersley Regeneration Programme:

<b>Risk</b>	<b>Detail</b>	<b>RAG Rating</b>	<b>Mitigation</b>	<b>RAG Rating</b>
<b>Financial</b>	There is insufficient funding available to deliver the full scope of public realm works set out in previous master planning.	Red	Further work has now been undertaken to identify risks, constraints and costs associated with the priority public realm projects. Project Manager appointed to manage programme, budget and risk	Yellow
<b>Programme</b>	Lack of resource capacity to undertake work streams in line with expectations.	Yellow	Resources have been committed across the partner organisations to drive work streams and multi-disciplinary teams appointed to drive individual projects.	Green
<b>Delivery</b>	The physical regeneration works do not address underlying deprivation and worklessness.	Yellow	The Hattersley Works and Skills Coach will continue to offer targeted employment support.	Green
<b>Viability</b>	Challenging market conditions and inflationary pressures linked to construction impact the delivery of housing and district centre developments.	Red	Ongoing assessment of viability, deliverability and issues/risks being undertaken with delivery partners. Ongoing engagement with GMCA/HE regarding external funding opportunities.	Yellow

## 6. RECOMMENDATIONS

- 6.1 As set out at the front of the report.

<b>Report to:</b>	<b>EXECUTIVE CABINET</b>
<b>Date:</b>	27 March 2024
<b>Executive Member:</b>	Cllr Eleanor Wills – Executive Member (Population Health & Wellbeing)
<b>Reporting Officer:</b>	Debbie Watson, Director of Public Health
<b>Subject:</b>	<b>MOVING TAMESIDE - SPORT ENGLAND FUNDING 2024-2025</b>
<b>Report Summary:</b>	<p>This report provides an update on the refresh of the physical activity framework for Tameside. The plan aligns to the developing Healthy Places strategic framework and supports the newly adopted '<i>Building Back Fairer, Stronger, Together</i>' Health and Wellbeing Strategy and Locality Plan, setting out seven guiding principles to enable a systems approach to increasing physical activity levels in Tameside.</p> <p>The report also provides an overview of the Sport England Place Partner bridging investment and recently announced extension of the Place Partnership funding for 2025-2028.</p>
<b>Recommendations:</b>	<p>That Executive Cabinet be recommended to:</p> <ol style="list-style-type: none"><li>(i) Note the Sport England Place Partnership bridging investment of £0.216m for Tameside, distributed directly as follows: Action Together (£0.120m), Active Tameside (£0.066m) and Tameside MBC (£0.030m)</li><li>(ii) Accept the grant allocation of £0.030m to sustain the Council's current programme until 31 March 2025.</li><li>(iii) Note and agree the Tameside approach for increasing physical activity levels across the life course and support the development of a Greater Manchester Place Partnership application to the Sport England Place Partnership expansion funding for 2025-2028 which will include a Tameside allocation.</li></ol>
<b>Corporate Plan:</b>	<p>The priority areas in the Physical Activity Framework and Place Partnership delivery are broad reaching as there is significant impact of physical inactivity levels across the life course and across several areas of the Corporate Plan particularly Very Best Start in Life; Nurturing our Communities; Longer and Healthier Lives with Good Mental Health; and Independence and Activity in Older Age, and Dignity and Choice.</p>
<b>Policy Implications:</b>	<p>The Tameside physical activity framework advocates for the creation of a system which seeks to enable anyone who lives, works or is educated in Tameside to be physically active. The local framework with align to the regional Greater Manchester Moving in Action and national Uniting the Movement strategies. As part of this system change a review of all policies will be required to embed a health in all policies approach wherever possible.</p>
<b>Financial Implications: (Authorised by the statutory Section 151</b>	<p>The report is requesting acceptance of the bridging investment funding allocation of £0.030m from Sport England. The total confirmed bridging investment funding amount for the Borough in</p>

**Officer)**

2024/25 is £0.216m, which will be distributed directly by Sports England as follows:

- Tameside MBC: £0.030m to sustain the Council's current programme until 31/03/2025,
- Active Tameside (£0.066m) and,
- Action Together (£0.120m).

While expansion funding has been announced until 2027/28 no further confirmation has been received on funding amounts beyond 2024/25. The service needs to take this into account when commissioning services as part of the current programme for 2024/25 and, as per standard procurement practice, included appropriate break clauses within the contract arrangements. This will ensure that the commissioned services can be altered or withdrawn in the event that the grant ceases or reduces to mitigate any adverse financial impact on the Council.

**Legal Implications:  
(Authorised by the  
Borough Solicitor)**

The Council must have in place a robust system of checks and measures (including a risk register) to ensure that monies are used in accordance with the conditions set out by Sport England Place Partnership.

The Council must be mindful that there is no certainty over funding beyond 2024/25 and so any contracts entered into must be capable of termination at that point without any runoff costs.

**Risk Management:**

The programme described in the paper delivers on the grant conditions of the Sport England Place Partnership funding as administered by Greater Manchester Moving. Risks to the effective delivery of the plan are identified, managed and mitigated by the Tameside Active Alliance Executive which reports to the Health and Wellbeing Board.

**Background Information:**

The background papers relating to this report can be inspected by contacting Beth Wolfenden, Head of Public Health Programmes:



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## 1. INTRODUCTION

1.1 In the latest UK Chief Medical Officers' (CMO) physical activity guidelines<sup>1</sup> launched in September 2019, the CMO reiterated a clear message about physical activity:

"If physical activity were a drug, we would refer to it as a miracle cure, due to the great many illnesses it can prevent and help treat."

1.2 Regular physical activity provides a range of physical and mental health, and social benefits, many of which are increasing issues for individuals, communities and society. These include:

- Reducing the risk on many long-term conditions such as heart disease and dementia
- Helping manage existing conditions
- Ensuring good muscle and bone health
- Developing and maintaining physical and mental function and independence
- Helping maintain a healthy weight
- Reducing inequalities for people with long-term conditions

1.3 In addition to supporting good physical and mental health and functioning, regular activity also contributes to a range of wider social, environmental and economic benefits. These include:

- Reducing road congestion and air pollution through increased active travel
- Improving community links, levels of cohesion and social capital
- Increased productivity in the workplace
- Improved learning and attainment
- Development of social skills
- Cost savings to the health and social care system

1.4 Sport England are the national body responsible for getting more people active across England and provide investment for local areas to support people to be physically active. In 2019, 12 areas across the country were selected to be 'Local Delivery Pilot' sites with a total of £100m invested over 5 years to test new ways of working to enable long-term behaviour change across the population. Greater Manchester (GM), via GM Moving was selected as one of these sites and in 2023 the Local Delivery Pilot was rebranded as 'Place Partners' signifying the shift from testing to full integration of the new way of working as a system.

1.5 GM's original grant allocation was £10m. £0.767m was allocated to Tameside and Glossop with the Council receiving £0.351m over the five-year period and the rest allocated to Action Together and Active Tameside as Local Delivery Partners. There have been several key partnerships developed during this period and achievements as a result include:

- A partnership between TMBC Public Health, Children's Services, and Manchester Bike Kitchen (MBK) that enabled provision of around 100 reconditioned bikes at affordable prices via several pop-up sales.
- The creation of a walking trail on Sunny Bank Vale, in partnership with TMBC Public Health and Engineers, Greenside Primary School, Friends of Sunny Bank Vale, Manchester and District Orienteering Group, Greenside Children's Centre and Health Visiting Team and Action Together.
- Worked with approximately 15 local small and medium enterprise businesses to support active workplaces including, active travel, and promoting positive policies and practices for staff wellbeing.
- Partnership work between TMBC Public Health, Tameside General Hospital, Cycling UK, Tameside Women's Community Cycling Club and Big Local to offer women's cycling sessions around Chadwick Dam, offered to female hospital staff and female residents of Ridge Hill

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<sup>1</sup> [Physical activity guidelines: UK Chief Medical Officers' report - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/417222/Physical_activity_guidelines_UK_Chief_Medical_Officers_report.pdf)

- A partnership between TMBC Public Health, Policy, Big Local, Fit for Life CIC, Cycling UK and Suez Recycling to test a Cycling Without Age virtual cycling initiative in sheltered accommodation, leading to a successful bid for a Trishaw through Fit for Life CIC for more 'real life' cycling for older people.

A comprehensive list of achievements can be seen in appendix 1.

- 1.6 In November 2023, Sport England announced that there will be a further £250m investment over the next 5 years to expand the place partner work across England<sup>2</sup>. This funding includes:
- Commitment to continue to work with the 12 existing place partners with £335m allocated to strengthen and deepened the work already started.
  - £190m focussed on an additional 80-100 places which have greatest need.
  - £25m to create a universal offer of key tools and resources, ensuring every area in England can access support.

## 2. BACKGROUND

- 2.1 Physical inactivity is associated with 1 in 6 deaths in the UK and is estimated to cost the UK £7.4b annually (£0.9b to the NHS alone). The current cost of physical inactivity in Tameside is around £21.5m per year.
- 2.2 Tameside currently has the fourth highest rate of physical inactivity in adults in the North West and the 18<sup>th</sup> highest in England. 31% or 57,000 of adults in Tameside are inactive and 43,000 of those do nothing at all. Of the remaining 14,000 adults 3,000 are not active enough and 11,000 are not active to optimum intensity as per UK CMOs guidelines<sup>3</sup>. Over half of our children (58%) are not active enough.
- 2.3 The prevalence of physical inactivity in Tameside is higher in some groups in the population: These include our:
- Older people aged 55-74
  - Least affluent communities
  - People not in work/in the workforce.
  - South Asian communities
  - Adults with a limiting illness or disability.
- 2.4 The GM Place Partnership has a city region approach to improving physical activity rates. There are nine key principles that underpin this work:
- Must be an identifiable need: supported with evidence, targeting the physically inactive and aligning to one or more of the target audiences.
  - Builds on individual and community assets to add value to what is already going on.
  - A plan for engaging with the key audiences and a commitment to co-design with public services and VCSE engaged.
  - Must follow a whole system approach.
  - Should demonstrate how it addresses social and health inequalities as a cross cutting theme.
  - Embrace innovation and calculated risk in the interest of doing things differently.
  - Is part of a coherent plan for physical activity in the locality with a whole place approach and focus on growth and sustainability.
  - Committed to the GM and National Community of Learning approach.
  - Distributed Leadership where everyone is a leader.

<sup>2</sup> [Place Partnerships expanded to help those in greatest need | Sport England](#)

<sup>3</sup> [Physical activity guidelines - GOV.UK \(www.gov.uk\)](#)

- 2.5 The Tameside Active Alliance is a collaboration of stakeholders and local representatives. Its primary role is to provide strategic leadership to deliver our ambition to improve the health and wellbeing of those who live, work, volunteer in or visit Tameside through increased physical activity. The Partnership aims to support everyone who lives, works or in in education in Tameside to be physically active by enabling safe, clean and accessible neighbourhoods and use physical activity to reduce health inequalities and build social connections for mental and physical health and wellbeing in our communities.
- 2.6 The developing Tameside Healthy Places strategic framework describes the vision for a whole system approach to improving health and wellbeing in Tameside. Physical activity is a key workstream within this approach, alongside tobacco, food and healthy weight. Regular reports to the Tameside Health and Wellbeing Board on the progress against the physical activity framework as part of the wider Healthy Places strategic framework will be scheduled to ensure robust governance and oversight of delivery of the plan.

### **3. REFRESH OF THE TAMESIDE PHYSICAL ACTIVITY FRAMEWORK**

- 3.1 Tameside's physical activity framework is informed by national<sup>4,5</sup> and GM strategies<sup>6</sup> and sets out a systems and place based approach for increasing physical activity levels. The delivery of the framework will be supported by a partnership action plan which is currently in development.
- 3.2 The seven guiding principles of the physical activity framework are:
- Develop strong system leadership across the partnership for physical activity in Tameside.
  - Commit to a long-term whole system approach to enable communities to be more physically active.
  - Advocate for a physical activity-promoting environment.
  - Build a social movement for physical activity through meaningful community engagement using strength based and person centre conversations.
  - Ensure a focus on accessibility, inequalities, and inclusion across all work.
  - Take a life course approach.
  - Build in robust monitoring, evaluation and learning mechanisms, deliver evidence-based activity, be led by local data and strive for innovation and excellence.
- 3.3 Strategic oversight of the physical activity framework will be provided by the Tameside Active Alliance Executive. Regular reports on progress will be provided to the Healthy Places Strategic Framework group which is a subgroup of the Health and Wellbeing Board.
- 3.4 Engagement on the physical activity framework and action plan has taken place with Health and Wellbeing Board Members on 16<sup>th</sup> November 2023 and wider physical activity stakeholders 20<sup>th</sup> November 2023. The reports from these sessions can be seen in appendix 2 and 3 respectively. Further engagement is planned between January and April 2024 with wider voluntary, community and faith sector partners and the public.

### **4. SPORT ENGLAND PLACE PARTNERSHIP AND EXPANSION FUNDING**

- 4.1 In November 2023, Sport England announced a further £250m investment in increasing physical activity levels at a place level. GM Moving will be coordinating the Place Partnership application for further investment to cover 2025-2028 with a total of £35m over three years

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<sup>4</sup> [Get Active: a strategy for the future of sport and physical activity - GOV.UK \(www.gov.uk\)](https://www.gov.uk/get-active)

<sup>5</sup> [Uniting the Movement | Sport England](https://www.sportengland.org/uniting-the-movement)

<sup>6</sup> [Our strategy | Greater Manchester Moving \(gmmoving.co.uk\)](https://www.gmmoving.co.uk/our-strategy)

being made available for the 12 existing Place Partnership to bid into. Further information on the process for this is expected imminently.

4.2 Tameside’s approach to the Place Partner programme since 2019 has been to develop community capacity across the borough by investing in community organisations working directly with residents. This approach promotes and supports long term, sustained increased physical activity levels within our most inactive communities.

4.3 To bridge the time and funding gap until 1<sup>st</sup> April 2025, further funding has been secured from Sport England to continue the locality work in Tameside. Tameside’s allocation for 2024/25 is £0.216m and will be allocated directly from GM Moving to each of the three Place Partner partnership organisations in Tameside which are:

- Tameside Metropolitan Borough Council - £0.030m
- Active Tameside - £0.066m
- Action Together - £0.120m

A breakdown of planned activity can be seen in table 1 in section 5.

4.4 The oversight and management of the Place Partner programme will be provided through a named lead from each of the delivery organisations with regular reports to be received by the Executive group of the Tameside Active Alliance, which is Chaired by the Director of Public Health. A report will be produced annually and presented to the Health and Wellbeing Board in March 2025.

4.5 To support effective delivery the Place Partner programme, Tameside Place Partner leads engage in regular forums supported by GM Moving including Place Partner Forums and Communities of Practice. Evaluation support is provided by GM Moving and their academic partners and regular reports are provided for Sport England via GM Moving on behalf of GM local authorities.

## 5. SUMMARY OF PLACE PARTNERSHIP ACTIVITY FOR 2024-2025

5.1 Table 1 below is an overview of the Tameside Place Partnership delivery for 2024-2025.

<b>Tameside Place Partnership Delivery 2024/25</b>		
<i>Provision</i>	<i>Amount</i>	<i>Delivery Partner</i>
Initiate the development of a borough-wide marketing campaign and webpage for maximum impact along with designated TMBC active travel/active workplaces webpages based on feedback that it is required across both the community and businesses.	£0.015m	TMBC
Development of physical activity sessions that engage care leavers or those that are not in education, employment, or training (NEET) to overcome barriers to moving more.	£0.005m	TMBC
Further development of Live Active programme to support people with risk factors for long-term conditions, to increase their physical activity levels and reduce their risk of developing disease.	£0.066m	Active Tameside
Continuation of community funding for community groups to access to create activities which enable people to engage in activities to move more. Providing Community Development support to local groups to help them to do this and ensure sustainability of the groups for the future and this is supported by a development worker 3 days per week.	£0.120m	Action Together

Project funding budget for Public Health to develop initiatives that reduce barriers to physical activity, enabling people to move more, more often.	£0.005m	TMBC
Project funding budget for Public Health to develop initiatives aimed at older adults that complement the Ageing in Place work in Tameside	£0.005m	TMBC
<b>Total</b>	<b>£0.216m</b>	

## 6. RECOMMENDATIONS

6.1 As set out at the front of the report.

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## Appendix 1 Moving Tameside – Key Achievements 2019-2024

- A collaboration between TMBC Public Health, Children’s Centres, Greenspace, Arts and Events and Libraries, and an independent storyteller to bring Storywalks to local parks, bringing families of young children outdoors for interactive and fun walks through greenspace.
- A partnership between TMBC Public Health, Children’s Services, and Manchester Bike Kitchen (MBK) that enabled us to provide around 100 reconditioned bikes at affordable prices via several pop-up sales. The first events to take place were for cared for children. This was in direct response to an ask from the Children in Care Council that children in our care wanted access to bikes. Work was inspired by Tame Valley Mountain Biking Association (TVMTB) who have also supported the initiative and continue to play a key role in local bike related delivery. MBK and TVMTB are now working in partnership with Hyde Clarendon Mall to provide a regular presence on the high street. Further initiatives to engage individuals to get involved in skills building around bike maintenance and ride leading are happening, including children from White Bridge College in collaboration with TVMTB.
- The creation of a walking trail on Sunny Bank Vale (Former Landfill site), in partnership with TMBC Public Health, Engineers, Greenside Primary School, Friends of Sunny Bank Vale, Manchester and District Orienteering Group, Greenside Children’s Centre and Health Visiting Team and Action Together.
- Partnership work between TMBC Public Health, Tameside Hospital, Cycling UK, Tameside Women’s Community Cycling Club and Big Local to offer women’s cycling sessions around Chadwick Dam, offered to female hospital staff and female residents of Ridge Hill.
- A partnership between TMBC Public Health, Policy, Big Local, Fit for Life CIC, Cycling UK, and Suez Recycling to test a Cycling Without Age virtual cycling initiative in sheltered accommodation, leading to a successful bid for a Trishaw through Fit for Life CIC for more ‘real life’ cycling for older people.
- A partnership between TMBC Public Health, Engineers, TfGM, Mosodi, School Sports Partnership, Silver Springs School, and Inspire Academy to run Jingle Jogs and mass participation events for school running in Chadwick Dam, and bike servicing events to support active travel.
- A collaboration with TMBC Public Health, Design and Print, Mossley Parish Council and Mossley Town Team to create resources for local walking trails.
- The creation of audio trails in collaboration with TMBC Public Health, Employment and Skills, TfGM, Ashton Sixth Form College, Silver Springs, Inspire Academy, and St George’s Chatty Cafe to help activate local greenspaces.
- A collaboration between TMBC Public Health, Employment and Skills, TfGM and Tameside College staff and students for an Arts Award creative piece to encourage usage of stairs in their building.
- The creation of several self-led walking/greenspace exploring resources for children and families.
- Positive collaboration between TBMC Public Health, Employment and Skills and Ingeus to provide drop-in sessions for staff to understand the importance of movement, and video resources for leading conversations on physical activity with clients.
- Work with approximately 15 local SMEs (Amann, Findel, Tibard, Stamford group, Willow Wood) to recognise links between active workplaces, active travel, and promoting positive policies and practices for staff wellbeing.
- The delivery of several That Counts! campaign activities at the start of the LDP programme including a TMBC and Tameside Hospital campaign and the resources and materials are still in use.
- Partnership with TfGM to secure two bikes for young people not in employment, education or training to access work/interviews (initiative still to launch) and further funding for these young people to access bikes through MBK to keep.
- Partnership with TMBC, Jigsaw, Active Tameside, British Triathlon, Fit for Life CIC, Community Safety and GMP to test and learn Play Streets Events.
- Collaboration between TMBC Public Health and Markets to Support a member of the public to deliver a Photography exhibition showcasing older people being active to challenge perceptions around age and movement.

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## Tameside Healthy Places Engagement Report

On Thursday 16 November a development session was held with the Tameside Health and Wellbeing Board with the purpose of engaging on the third identified key workstream 'Healthy Places'. The background and context to the whole systems approach and for the three areas of food, physical activity and tobacco initially chosen to contribute to the Healthy Places agenda was presented to the board, followed by a workshop.

During the workshop, Board members had the opportunity to input across the three topics and were asked to consider the following questions:

- What are the **key opportunities for action** by the Board and its members?
- How can the Board and its members **be a champion** for the Healthy Places agenda?
- **What does success look like** for Tameside in the short, medium, and long term?

**Key messages** from the discussions for consideration in the Healthy Places strategic framework development include:

- Taking a whole system approach is key to tackling complex issues which impact on health and wellbeing.
- Poverty is a key driver which affects people's ability to make healthier choices or have the resources they need to prepare nutritious food.
- There are some 'quick wins' that could be implemented which could have a big impact.
- Being guided by data and intelligence is important in targeting activity.
- The Board and its members have role in championing the Healthy Places strategic framework, having conversations across the system to help win 'hearts and minds' and take a leadership role in ensuring this approach is embedded in all policies.
- The Board member organisations have role, as employers, in adopting the framework, promoting the Healthy Places work, and embedding the key delivery plans within their own organisational practice.

Further details from the topic specific discussions can be found in appendix 1. This information will be included as part of the development of the delivery plans for each of the workstreams.

### Next Steps

Further engagement with key stakeholders and partners around the systems working approach and the ambitions for each strand of work is continuing to take place until February 2024.

A comprehensive programme of public consultation on the ambition for each area of work and what they would like to see as part of the delivery plan will take place from now until May 2024 before they are finalised and presented to the Health and Wellbeing Board in June 2024.

### Report author

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**Appendix 1**

This appendix gives an overview of the discussion in each of the three break out groups. This feedback will also be used to inform the delivery plans for each workstream.

	<b>Tobacco</b>	<b>Food</b>	<b>Physical Activity</b>
Page 284	<p><b>Start Well</b></p> <p>Educational awareness of the dangers of tobacco in schools.</p> <p>Provide takeaway messages for parents, carers, and families.</p>	<p>Portion sizes for children – changing culture and increasing knowledge.</p> <p>Early Help and prevention important – settings-based work in nurseries, schools, leisure centres etc.</p> <p>Availability of food for school children – vending, snacks, journey to schools.</p> <p>Can we undertake analysis of what people buy with their healthy start money? Possible research into this data to understand more around how this support is taken up and utilised – could existing streams of grant funding such as family hubs help to pay for this?</p> <p>Funding for more free school meals for children who are not currently eligible.</p> <p>Allison P - parents want the best for their children - how do we give that information. Children's Services can make a commitment to drive this agenda forward with schools and early help services.</p> <p>Do Pennine support children with SEN neurological conditions with healthy weight? Links to opportunities within pathways to signpost patients (potentially with additional</p>	<p>Schools – concern over amount of time allocated to PE in secondary schools.</p> <p>How do we prevent drop off in activity levels at 14+? Traditional sports can put lots of young people off and lead to a negative relationship with.</p> <p>After school activity – opportunities vary by school. This is not statutory and depends on staff interest but can create inequality.</p> <p>Supporting healthy schools. How can we encourage the embedding of PA in policies. Promoting CAS framework and supporting schools to use <a href="#">Home :: Creating Active Schools</a></p> <p>Use School Health Needs Assessment and other data such as NCMP to target interventions.</p> <p>We will know we have been successful if the number of 14-15 years olds participating has increased.</p>

		<p>risk factors such as sensory processing needs) into healthy weight support.</p> <p>Food ambassadors/champions in schools.</p> <p>Social anxiety as an issue in young people. Example discussed was that people would rather use drive-thru or online ordering of food due to the avoidance of social interactions – but this is another route to unhealthy food</p>	
<b>Live Well</b>	Ensuring a workplace focus for stop smoking interventions, particularly for routine and manual workers.		<p>Employers/workplaces promoting PA – walking meetings, messaging for employees etc.</p> <p>Promoting the Active Soles movement.</p>
<b>Age Well</b>		<p>Oral health in care homes links to nutrition and hydration and impacts on eating and healthy weight.</p> <p>View from the hospital - Pre-op preparation - carb loading pre-operatively can enhance recovery for some cohorts.</p>	
<b>Life Course</b>	<p>Creating a network of front-line workers who are 'Tobacco Free Champions'</p> <p>Communications and marketing: How to reach the harden smoker – local engagement required to support recent GM comms work. Consider hard hitting campaign messages, aligned to current GM campaign.</p> <p>Promoting the use of online support offers i.e. smoke free app</p> <p>Inter-organisational sharing of</p>	<p>Poverty as a driver and wider needs such as homelessness, temporary accommodation – no facilities to cook. Poverty drives food choices – cheap often equals poor nutrition.</p> <p>Links to fuel poverty – heat or eat.</p> <p>Ensuring proper co-production to involve residents and leadership form the community to push for a social movement around food.</p> <p>Food waste - What is the level of fresh food waste? Is there an opportunity to distribute it. Supermarkets used to give out free fruit for</p>	<p>Opportunity to refresh Active Tameside Estates Strategy. AT has ageing stock which needs to be considered.</p> <p>Accessible activities required.</p> <p>TMBC Strategic Planning – Masterplans and Local Plan – links to transport plan and ensuring accessible via public transport to encourage active travel to support healthy place making. Local plan making begins again in New Year. Can we bring Masterplans and Local Plan consultation to the HWB for review and comment.</p> <p>Safer communities and settings to encourage active travel – travel to school and VAWG agenda.</p> <p>Communications and marketing – need to win hearts and</p>

	<p>comms to amplify messages. [More enforcement is required with consistency.</p> <p>Working with organisations that work with existing community groups to increase reach e.g. Jigsaw - food pantries/allotment groups</p> <p>Develop smokefree settings work further especially in workplace settings.</p>	<p>children. Kings campaign on redirecting excess food to food hubs instead of food waste.</p> <p>Food waste apps such as 'Too good to go' or 'Olio' apps. Fresh fruit and veg often in multi-packs which leads to waste. Promotion of markets where you can buy individuals. Local food voucher system for Tameside market traders.</p> <p>Explore examples of good practice such as the 'Felix Project'.</p> <p>Packets of herbs and spices should be provided to help people make healthy food taste better – slow cooker project does this, but can it be extended?</p> <p>Donating to a food bank - need guidance on what to put in the donations - healthier options.</p> <p>Community fridges.</p> <p>Gardening – incredible edible, green alleys.</p>	<p>minds. Place based approach – using data to focus activity.</p> <p>Understand our neighbourhoods' challenges and assets – one size will not fit all.</p> <p>Walking/Rights of Way more publicity to increase use of and promote walking for journeys less than a mile.</p> <p>Board members can amplify messages through their own organisations.</p> <p>Promoting Park Runs in Hyde and Stalybridge and Couch to 5k app.</p> <p>Consider digital exclusion in all planning.</p> <p>Data and intelligence to drive activity – new Sport England data to LSOA level will help hyper local targeting.</p> <p>National travel survey data.</p> <p>Are we making the most of our natural spaces. Are they in the best condition, are they safe, are they lit eg. Chadwick Dam, Hurst res, Daisynook. Focus on neighbourhood level work, one size doesn't fit all and we need to recognise the local community groups as community assets make a difference.</p>
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## Tameside Active Alliance Workshop Engagement Report

On Monday 20 December a workshop was held with the Tameside Active Alliance with the following purpose:

- To contribute to the development of the healthy places strategic framework.
- To review the current physical activity strategic objectives and the approach to promoting increased physical activity.
- To identify opportunities to develop the physical activity offer as part of the Sport England funded Place Partner work.

During the workshop, Alliance members had the opportunity to input into shaping the healthy places framework and the development of the Place Partner priorities. GM Moving data and insight partner, Press Red, presented the most recent data for Tameside to shape the discussion in the workshops. The discussion points from the workshops are documented in appendix 1 at the end of this report.

**Key messages** from the discussions for consideration in the development of the physical activity strategic objectives Tobacco-free Framework and targeting key underrepresented groups:

- The links to the anti-poverty agenda are important to recognise when considering accessibility to sport and leisure activity.
- One size does not fit all – consideration for inclusivity when designing physical activity spaces, programmes and interventions.
- Messaging around physical activity and promoting opportunities to be more active require sustained and consistent marketing and communication.
- Our approach should be place based.
- Active travel for utility for shorter journeys could be considered a quick win.
- Physical activity has an important role to play in ageing well.
- Promoting physical activity to improve mental health is a win for both the individual and the system.
- The Active Alliance is a key driver for change in Tameside.

Further details from the topic specific discussions can be found in appendix 1. This information will be included as part of the development of the physical activity framework and delivery plan.

### Next Steps

A comprehensive programme of public consultation is taking place from now until May 2024 before the physical activity framework and delivery plan they are finalised and presented to the Health and Wellbeing Board in June 2024.

### Report authors

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**Appendix 1 - Tameside Active Alliance Workshop Group Discussions Write Up from 20<sup>th</sup> November 2023.****Work and Skill Table Discussion**

**How do we work as a system to support these groups?**

**What are the opportunities to do things differently?**

- Person-centred approach- discussion took place regarding conversations with those that are inactive getting moving is not a “one size fits all”.
- Private/social enterprises – what can be provided.
- Isolation/loneliness/stigma- how can we reach those that are unemployed and work with agencies responsible for benefits to break stigma?
- Pupil premium – discussion took place around educating not just children but parents/carers giving them the information’s/skills resources but not just those that are eligible for pupil premium etc.
- Small steps – education of the benefits of PA and how providers can encourage.
- Exposure to what is out there- how do we inform people of what there is and how to access.
- Benefits of moving more – do providers, employers know about HLE in Tameside and the impact of inactivity- how do we promote this?
- Talking/mental health- linking this “physical activity- miracle pill” how do we promote physical activity?
- See in action/try it – private organisations - building up case studies/ active champions.
- What’s on in Tameside? – one system (leaders /run by young people – led by young people)
- Everyone can access- promote activity and address barriers.
- Outside the box – advocate
- Invested in the invested.
- Volunteering – look at how those can reach communities and build in physical activity.
- Campaigns – lived experiences, feelings, case studies.
- Health
- Short – sharp bursts – how do providers/workplaces encourage this?
- Social connection/buddies
- Mapping exercise – where’s the info? Can connectors/champions support?

**Older People Table Discussion**

**How do we work as a system to support these groups?**

**What are the opportunities to do things differently?**

- How do we define older people? Ask them!
- Civic Participation and increased visibility of older people
  - Volunteering – building connections and friendships
  - Intergenerational activities
- “Guardian Angels” – childcare provided by older relatives
  - Positive role models for children – healthy and active lifestyles
  - “Ageing well from birth”
  - Extended families – especially in South Asian communities
- Sharing good news/existing activities to increase visibility of older people being physically active
  - Marketing/Comms
  - Collating and publicising existing activities to local people
- Celebrate and promote active ageing
  - Lived experience – case studies and stories
  - Spotlight on examples of good practice
- How do we engage with the extremely isolated?
  - Improved collaboration across the system
  - People who aren’t engaging with any services – how do we identify and reach them?
- Improved perception of safety in communities
  - Community regeneration
  - Hyperlocal activities
  - TMBC Community Safety and GMP – increase engagement with older people
- Access to greenspace and other activities
  - Improved infrastructure
  - Transport links and accessibility

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<b>Report to:</b>	<b>EXECUTIVE CABINET</b>
<b>Date:</b>	27 March 2024
<b>Executive Member:</b>	Councillor Eleanor Wills – Executive Member (Population Health & Wellbeing)
<b>Reporting Officer:</b>	Debbie Watson – Director of Public Health
<b>Subject:</b>	<b>CONTRACT AWARD FOR THE PROVISION OF A DOMESTIC ABUSE SUPPORT SERVICE</b>
<b>Report Summary:</b>	<p>At a meeting of Executive Cabinet on 29 March 2023, approval was given to procure the Domestic Abuse Support Service for Tameside. An open tendering exercise commenced on 14 August 2023 and closed on 9 October 2023. The tender was completed fully in accordance with Tameside Metropolitan Borough Council Procurement Standing Orders and in conjunction with OJEU requirements via the CHEST (the North West procurement portal).</p> <p>Following the completion of a competitive tendering process and the subsequent evaluation of tender submissions, this report seeks permission to approve the award of the contract for the Provision of a Domestic Abuse Support service to Jigsaw Support.</p>
<b>Recommendations:</b>	That Executive Cabinet be recommended to approve the award of the contract to the highest ranking and most economically advantageous provider namely Jigsaw Support.
<b>Corporate Plan:</b>	The proposed activities directly support the delivery of the objective to reduce victims of domestic abuse under the priority 'Nurturing Communities' in the Corporate Plan
<b>Policy Implications:</b>	This contract award ensures that the borough-wide domestic abuse support service remains in place to support victim/survivors and is enhanced to meet the priorities outlined in the Tameside Domestic Abuse Strategy, and ensures that the borough complies with the duties outlined in the Domestic Abuse Act (2021).
<b>Financial Implications: (Authorised by the statutory Section 151 Officer)</b>	<p>The Domestic Abuse support budget of £1.231m in 2023/24 is financed by Council funding of £0.619m, Domestic Abuse grant of £0.571m and a contribution from GMCA of £0.041m.</p> <p>The budget value includes £0.124m of estimated staffing costs and £0.100m of transformation funds.</p> <p>The remaining balance of £1.007m is allocated to commissioned contracts as per the Executive Cabinet Commissioning Intentions report in March 2023. Link to the Executive Cabinet Report below: <a href="#">ITEM 14 - Domestic Abuse Commissioning Intentions 20232024 FINAL.pdf (modern.gov.co.uk)</a></p> <p>The contract award to Jigsaw Support totalling £1.007m is within the service available budget for Domestic Abuse in 2024/25. The contract specification will need to be adjusted accordingly should the grant be reduced beyond this financial year.</p> <p>While the Domestic Abuse grant has been confirmed until 2024/25 there is no confirmation of funding beyond this date. Appropriate break clauses have been included in the contract arrangements, to</p>

ensure that the commissioned services can be withdrawn in the event that the grant ceases or reduces, to avoid any adverse financial impact on the Council.

As only one compliant bid was received it is difficult to provide rigorous assurance that the contract sum represents best value. However, as the contract award is within the available budget it is essential that the contract is rigorously monitored throughout the contract duration to ensure all expected outcomes and key milestones are delivered.

**Legal Implications:  
(Authorised by the  
Borough Solicitor)**

The procurement process outlined in the report resulted in only one compliant tender, which has been evaluated and the contract is due to be awarded to Jigsaw. It is important to ensure robust contract management is put in place together with regular report monitoring.

**Risk Management:**

There will be a continued dialogue between commissioners and the provider to ensure that best value is delivered against the contract which will be monitored through regular contract performance management.

**Background Information:**

The background papers relating to this report can be inspected by contacting



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## **1 INTRODUCTION**

- 1.1 At a meeting of Executive Cabinet on 29 March 2023 approval was given to tender for the provision of a Domestic Abuse Support Service for Tameside for the period 1 April 2024 to 31 March 2029 with the option to extend for a further period of 5 years.

## **2 THE DOMESTIC ABUSE SUPPORT SERVICE**

- 2.1 The Domestic Abuse Support offer in Tameside is a flexible service providing safe accommodation and community-based support for anyone experiencing domestic abuse in Tameside, irrelevant of risk level. The service will work with partners across the local system to shape the coordinated response to domestic abuse based on residents' needs and a shared commitment to reducing risk and saving lives.
- 2.2 The core minimum support offer for Tameside will include:
- Sufficient, local safe accommodation, including refuge, dispersed accommodation, sanctuary and target hardening and appropriate move on accommodation
  - Independent Domestic Violence Advisors (IDVA) to support cases that are assessed as high risk of serious harm or homicide
  - Specialist key workers to support medium and standard risk cases, step down and recovery
  - Specialist children and young people's workers
  - Specialist support for minoritised communities
  - Respect Accredited behaviour change programmes for adult perpetrators and for children using harmful behaviours
  - Counselling and therapeutic interventions

## **3 DETAILS OF THE PROPOSED CONTRACTUAL ARRANGEMENTS**

- 3.1 Population Health in its role as lead commissioner is looking to award a contract for a period of five years, from 1 April 2024 to 31 March 2029 with the option to extend for further period of five years.

## **4 THE PROCUREMENT APPROACH USED**

- 4.1 An open tendering exercise commenced on 14 August 2023 and closed on 9 October 2023. The tender was completed fully in accordance with Tameside Metropolitan Borough Council Procurement Standing Orders and in conjunction with OJEU requirements via the CHEST (the Northwest procurement portal).
- 4.2 The approaches used on this tender were:
- Tender Submission Questionnaire – The tender questionnaire comprised of seven questions covering service model and delivery, system leadership, demand, local by and for services, unmet need, safeguarding and outcomes.
  - Service User Questions – Commissioners supported two service users to take part in the tender process. Between them, the service users agreed on four questions, which the bidder responded to via the CHEST. The questions were subsequently evaluated by the service users.
  - Presentation - Top 3 scoring bidders only

## 5 RESPONSE

- 5.1 Compliant responses were received from one organisation.
- 5.2 In addition, there was one non-compliant tender, which was subsequently excluded from the evaluation process.

## 6 EVALUATION METHOD AND OUTCOME

- 6.1 The Invitation to tender was based on a 70% quality weighting, 20% social value weighting and 10% price weighting. Social value is integral to the delivery of this service (including reducing the victims of domestic abuse, improving satisfaction with local community victims of crime / fear of crime, reducing the levels of anti-social behaviour amongst other) and a contractual obligation and is weighted accordingly. The requirement to weight tender submissions ensures compliance with European Union Regulations 2006.
- 6.3 All tender questions were drafted with input from panel members along with the service users questions designed and evaluated by service users. All questions related to matters pertinent to the contract being tendered.
- 6.4 A maximum annual budget for 2024/25 of £1.007m for the service was included within the advert for the tender and organisations were invited to submit a first year pricing schedule against the maximum budget. The total budget for the initial term (Years 1 to 5) will be £5.035m. The value for years 1 to 5 plus the option to extend for up to 5 years will be £10.070m.

## 7 CHECKS ON PROVIDERS

- 7.1 STAR procurement have undertaken a full financial check via Company Watch. The check measures the overall financial health of a company. It is based on a statistical evaluation of a company's publicly available financial results in order to determine the level of financial risk associated with the company.
- 7.2 STAR are satisfied that the Company Watch financial analysis of the tenderer indicates a good level of financial viability. Financial checks are available for scrutiny if required.
- 7.3 The organisation has indicated they have the appropriate levels of insurance on commencement of the service. Insurance documents will be obtained from the successful bidder on award of the contract.

## 8. CONCLUSION

- 8.1 A full summary of the evaluation scores is provided below.

Bidder name	Stage 1 Total % (Max 90%) (Quality 80% plus Price 10%)	Shortlisted to Stage 2	Stage 2: Quality Interview % (Max 10%)	Final Total % (Stages 1 & 2) (Max 100%)	Ranking
Jigsaw Support	67.50%	Y	5.00%	72.50%	1

**9. RECOMMENDATION**

9.1 As set out at the front of the report.

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<b>Report to:</b>	<b>EXECUTIVE CABINET</b>
<b>Date:</b>	27 March 2024
<b>Executive Member:</b>	Cllr Eleanor Wills – Executive Member (Population Health & Wellbeing)
<b>Reporting Officer:</b>	Debbie Watson, Director of Public Health
<b>Subject:</b>	<b>MAKE SMOKING HISTORY IN TAMESIDE: THE TOBACCO CONTROL PLAN FOR 2024-2029</b>
<b>Report Summary:</b>	<p>This report provides an update on the development of the tobacco control plan 'Make Smoking History in Tameside'. The plan aligns to the developing Healthy Places strategic framework and supports the newly adopted '<i>Building Back Fairer, Stronger, Together</i>' Health and Wellbeing Strategy and Locality Plan, setting out six strategic objectives to enable a systems approach to tackling tobacco use in Tameside.</p> <p>The report also provides an overview of the recently announced grant funding for local authorities to boost stop smoking services as part of the 'Stopping the start: our new plan to create a smokefree generation' policy paper, together with commissioning intentions from 24/25.</p>
<b>Recommendations:</b>	<p>That Executive Cabinet be recommended to:</p> <ul style="list-style-type: none"><li>(i) Note and accept the Section 31 grant funding for 'Local stop smoking services and support' for the period 2024/29, noting the 2024/25 allocation of £0.413m to enhance local stop smoking services and support in Tameside.</li><li>(ii) Note and agree the Tameside model for tobacco control described in section 3 of the report.</li><li>(iii) Approve the commissioning intentions for the grant funding and the proposed delivery plan as outlined in Section 5 of the report.</li></ul>
<b>Corporate Plan:</b>	<p>The priority areas in the Tobacco-free Plan are wide reaching as there is significant impact of tobacco use across the life course and across several areas of the Corporate Plan particularly Very Best Start in Life; Nurturing our Communities; Longer and Healthier Lives with Good Mental Health; and Independence and Activity in Older Age, and Dignity and Choice.</p>
<b>Policy Implications:</b>	<p>The Tobacco-free Plan advocates for the creation of a system which seeks to make smoking history in Tameside. The Tameside Tobacco-free plan aligns with the national Stopping the Start strategy and the regional Greater Manchester Making Smoking History which all 10 local authorities and the Integrated Care Board have committed to delivery in their respective localities. As part of this system change a review of all policies will be required to embed a health in all policies approach wherever possible.</p>
<b>Financial Implications: (Authorised by the statutory Section 151 Officer)</b>	<p>The report is requesting acceptance of the Section 31 grant funding for 'Local stop smoking services and support' from the Department of Health and Social Care. The funding period for the grant has been</p>

announced between 2024/25 and 2028/29. The confirmed funding amount for 2024/25 is £0.413m.

While the grant has been confirmed until 2028/29 no further confirmation has been received on funding amounts beyond 2024/25. The service needs to take this into account when commissioning services and, as per standard procurement practice, included appropriate break clauses within the contract arrangements. This will ensure that the commissioned services can be altered or withdrawn in the event that the grant ceases or reduces to mitigate any adverse financial impact on the Council.

Any commissioned services detailed in section 5.1 of the report will need to go through the appropriate procurement route to ensure that the council are receiving best value for money.

Any uplift in commissioned contract values due to inflation or other reasons would need to be considered when commissioning contracts and ensure that there is sufficient funding available within the amount stated in point 4.1 of the report.

**Legal Implications:  
(Authorised by the  
Borough Solicitor)**

The grant funding referenced in the report is awarded pursuant to Section 31 of the Local Government Act 2003 and where conditions of the grant are imposed it is a legal requirement that the Authority complies with such conditions. The report provides detail of the proposed lawful use of the funding to enable acceptance, for the utilisation of the grant funding and the criteria for the award. It is noted from the report that further criteria will be published by Central Government before 1 April 2024, and such will inform the final delivery plan for 2024-25.

**Risk Management:**

The programme described in the paper delivers on the grant conditions outlined in the 'Local stop smoking services and support' Section 31 grant funding. Risks to the effective delivery of the Tameside tobacco-free plan are identified, managed and mitigated by the Tameside Tobacco-free Partnership which reports to the Health and Wellbeing Board.

**Background Information:**

The background papers relating to this report can be inspected by contacting Beth Wolfenden, Head of Public Health Programmes



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## 1. INTRODUCTION

- 1.1 Smoking remains the single largest cause of preventable deaths and one of the largest causes of health inequalities in England, accounting for approximately half the difference in life expectancy between the richest and poorest in society.
- 1.2 From increasing stillbirths, through asthma in children, to dementia, stroke and heart failure in old age, smoking causes disability and death throughout the life course. It drives many cancers, especially lung cancer which is the most common cause of cancer deaths in both women and men in the UK. It causes and accelerates heart disease, the biggest single cause of deaths overall. Smoking or exposure to second-hand smoke is a leading cause of most respiratory diseases, with current smokers 11 times more likely to develop lung cancer compared to non-smokers.
- 1.3 Smoking leads to people needing care and support, on average, a decade earlier than they would have otherwise, often while still of working age. Smokers lose an average of ten years of life expectancy, or around one year for every 4 smoking years.
- 1.4 The Government have signalled their commitment to creating a smokefree generation by setting out a plan to achieve this in the 'Stopping the Start' policy paper, published in November 2023<sup>1</sup>. In this plan, the Government:
  - Proposes legislation so that children turning 14 this year or younger will never be legally sold tobacco products.
  - Wants to see increased action to support smokers to quit and has allocated £70 million per year for local authority led stop smoking services and support.
  - Has launched a national 'Swap to Stop' scheme to provide vape kits to local areas to offer as a quit aid.
  - Has pledged new funding for enforcement agencies to address illicit and underage sales.

## 2. BACKGROUND

- 2.1 Smoking is a leading cause of ill health and early death in Tameside and has a significant impact on the Tameside economy in terms of estimated costs to the NHS of £11.6 million and £7.7 million to social care.
- 2.2 The prevalence of smoking in Tameside is higher in some groups in the population:
  - At 20.2% Tameside has the fourth highest prevalence in England and the highest in the North West.
  - At 34% Tameside has highest prevalence for routine and manual smokers in the North West and 7th highest in the country.
  - 43.4% of adults with a serious mental illness smoke.
- 2.3 The impact of smoking on health and inequalities in Tameside is illustrated by the following statistics. Tameside has:
  - The 3rd highest rate of smoking attributable mortality in the North West and the fourth highest in England.
  - The 2<sup>nd</sup> highest rate of smoking attributable deaths from stroke in the North West.
  - The 3<sup>rd</sup> highest rate of smoking attributable deaths from heart disease in the North West.
  - The 6<sup>th</sup> highest rate of smoking attributable deaths from cancer in the North West.
  - The highest rate of hospital admissions for asthma (under 19 years) in England.

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<sup>1</sup> [Stopping the start: our new plan to create a smokefree generation - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/policies/stopping-the-start)

2.4 The Greater Manchester Making Smoking History initiative has a city region approach to driving down smoking rates and promoting smokefree living. It's GMPOWER model underpins its strategy to reduce demand for tobacco:

- **G**row a social movement.
- **M**onitor tobacco use and prevention policies.
- **P**rotect people from tobacco smoke.
- **O**ffer help to stop smoking.
- **W**arn about the dangers of tobacco.
- **E**nforce tobacco regulation.
- **R**aise the real price of tobacco.

The Tameside Tobacco-free partnership objectives in 3.2 aim to support the GMPOWER model.

2.5 The Tameside Tobacco-Free Partnership is a collaboration of stakeholders and local representatives. Its primary role is to provide strategic leadership to deliver our smokefree ambition to improve the health and wellbeing of those who live, work, volunteer in or visit Tameside. The Partnership aims to de-normalise smoking, reduce smoking rates, minimise tobacco-related harm and contribute to reductions in health inequalities by focusing on population groups that have a high prevalence of smoking.

2.6 The developing Tameside Health and Wellbeing Board's Healthy Places strategic framework describes the vision for a whole system approach to improving health and wellbeing in Tameside. Tobacco control is a key workstream within this approach, alongside physical activity, food and healthy weight. Regular reports to the Tameside Health and Wellbeing Board on the progress against the tobacco-free plan as part of the wider Healthy Places strategic framework will be scheduled to ensure robust governance and oversight of delivery of the plan.

### 3. DEVELOPMENT OF THE TAMESIDE TOBACCO CONTROL PLAN

3.1 Tameside's Tobacco-free plan is informed by national and Greater Manchester strategies and sets out a systems approach for tobacco control as can be seen in figure 1 below. It assesses current strengths, challenges, and opportunities, and sets out a partnership action plan to capture activity across the local tobacco control system.



**Figure 1.** Tameside Tobacco-free Partnership Systems Approach to Tobacco Control

3.2 The strategic objectives of the plan are:

- To create a smokefree Tameside and making smokefree living the norm.

- Support smokers to become smokefree.
- Engage and support high-risk groups to become smokefree to reduce health inequalities.
- Tackle illicit and underage sales.
- Increase awareness of the costs of tobacco use (i.e. health, loss of income, sickness absence).
- Grow a smokefree movement across Tameside.

This includes de-normalising smoking to reduce the risk of children and young people starting smoking, and to create a healthy living environment.

- 3.3 Engagement on the Tobacco-free plan and the use of the Section 31 grant funding has taken place with Health and Wellbeing Board Members on 16<sup>th</sup> November 2023 and wider tobacco-free stakeholders at a workshop on 14<sup>th</sup> December 2023. The feedback from these sessions can be seen in appendix 1. Further engagement is planned between January and April 2024 with wider voluntary sector partners and the public.

#### **4. FUNDING FOR LOCAL STOP SMOKING SERVICES**

- 4.1 In October 2023, the Government published its intentions to create a smokefree generation in the 'Stopping the Start' plan (see 1.4 above). This plan included an allocation of additional Government section 31 grant funding to local authorities to enhance stop smoking service provision based on the average smoking prevalence over a 3-year period.<sup>2</sup> Tameside's allocation for 2024/25 is £0.413m. The Government has committed to providing funding for a total of 5 years, up until 2028/29, and will communicate future allocations to local authorities through the formal grant agreement process.
- 4.2 Grant funding criteria published to date states that local authorities "*must maintain their existing spend on stop smoking services, based on the stop smoking service data they have submitted for the year 2022 to 2023. They should ensure they maintain this level of funding throughout the whole grant period.*" It also states that "*There will be some flexibility at a local level for the funding to support wider tobacco control policies and efforts to reduce youth vaping, such as for local awareness-raising campaigns. However, the majority of the funding will be focused on stop smoking services and support.*" More detailed criteria are expected to be published before 1<sup>st</sup> April 2024 and will inform the final delivery plan for 2024-25.
- 4.3 Currently stop smoking services are delivered by the Council's Be Well service and through the Local Commission Service contract with Primary Care, which includes GP and Pharmacy delivery. The new funding will give the opportunity to further extend the delivery through these services, but also to invest in community and neighbourhood delivery to enable easier access to stop smoking services for residents in Tameside. With the increased use of services, funding to increase the budget for Nicotine Replace Therapy as a stop smoking aid will also be required.
- 4.4 Along with raising the profile and visibility of the stop smoking services through marketing and communications the funding will enable the development of robust community-based approach to making smoking history in Tameside. This will include the identification and support of Tobacco-free Champions, a borough wide 'very brief advice for stopping smoking' training offer, enabling access to interpreters, use of community venues for stop smoking service delivery and ongoing engagement with the communities at highest risk of smoking to understand where and how services could be delivered to make them more effective and accessible.

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<sup>2</sup> [Local stop smoking services and support: funding allocations and methodology - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/news/local-stop-smoking-services-and-support-funding-allocations-and-methodology)

- 4.5 Tameside made a successful bid to the national Swap to Stop scheme for vape starter kits to offer as a quit aid.<sup>3</sup> Vape kits will be offered by Be Well Tameside alongside behaviour change support to clients to stop smoking in early 2024. Evidence from the pilot programme delivered in Salford suggests it is expected that offering vapes as a quit aid will support more residents to successfully quit smoking.<sup>4</sup> The investment will allow Be Well stop smoking service to draw down 10,000 vape starter kits equating to an additional investment of £0.400m into Tameside to support our residents to stop smoking. Specific monitoring is required for this programme which will be reported back to the Office for Health Improvement and Disparities (OHID) as the funders and through the Tameside Tobacco-free partnership.
- 4.6 The oversight and management of the programme will be provided through existing staff in TMBC's public health team. Further capacity to build community capacity, training, support community delivery and strengthen the links with GPs and Pharmacies will be provided by a Stop Smoking Community Engagement Officer.
- 4.7 The Tameside Tobacco-free Partnership will have oversight of the delivery of the enhanced stop smoking service and the wider tobacco-free plan. To measure success effectively, appropriate key performance indicators will be aligned to actions within the plan and reported against quarterly. Performance monitoring on quit rates, dropout rates and follow ups will include data on inequalities and uptake of services in underrepresented groups. This data will be used to target the stop smoking service offer to where it is most needed. Where services are being delivered by commissioned organisations, robust contract monitoring will be undertaken quarterly. An annual report on the Tameside Tobacco-free Plan will be presented to the Health and Wellbeing Board.
- 4.8 Local authorities will also be required to comply with the reporting requirements for grant expenditure related to the stop smoking service by submitting quarterly reports to NHS England.

## 5. SUMMARY OF PROPOSED COMMISSIONING INTENTIONS FROM 2024-2025

- 5.1 Below is a summary of the specific areas of proposed spend to deliver Section 31 grant funded enhanced stop smoking service in Tameside. The report is seeking permission to allocate the lines of spend in Table 1 below. More detailed information regarding the proposed provision can be found in appendix 2 of the report.

<b>Section 31 Stop Smoking Service Grant Budget 2024/25 - Summary</b>		
<i>Provision</i>	<i>Amount</i>	<i>Delivery Mechanism</i>
Oversight, monitoring, development, planning, management, and administration of the programme through existing TMBC staff:	£0.020 m	TMBC
Stop Smoking Community Engagement Officer to support outreach activity, monitoring, training and quality assurance of community stop smoking delivery (Grade F 1FTE)	£0.039m	TMBC
Nicotine Replacement Therapy Budget uplift for increased service use	£0.061m	Uplift of existing prescribing budget
Pharmacy and GP Contracts uplift for increased activity and increased numbers of smokers being supported to quit in primary care services related to the Locally Commissioned Services (LCS) Contract.	£0.029m	LCS Primary Care Contract via contract variation

<sup>3</sup> [Smokers urged to swap cigarettes for vapes in world first scheme - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

<sup>4</sup> [Using e-cigarettes for smoking cessation: evaluation of a pilot project in the North West of England - PubMed \(nih.gov\)](https://pubmed.ncbi.nlm.nih.gov/)

Marketing and communications – including social media asset design, print, video production, learning network	£0.020m	TMBC
Increasing stop smoking advisor capacity in TMBC Be Well team (Grade E 2.8FTE fixed term) to support local smokers to quit	£0.099m	TMBC
Community Stop Smoking service by open tender at £0.100m per annum for 3+1 years. Total value £0.400m) to target high risk smokers in community settings	£0.100m	Open tender exercise
Equipment including carbon monoxide monitors and accessories and Pharmoutcomes licences	£0.015m	Existing purchasing arrangements via Agresso
Prevention budget with a focus on children and young people.	£0.030m	TMBC
<b>Total</b>	<b>£0.413m</b>	

## 6. RECOMMENDATIONS

6.1 As set out at the front of the report.

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### Tameside Healthy Places Engagement Report

On Thursday 16<sup>th</sup> November a development session was held with the Tameside Health and Wellbeing Board with the purpose of engaging on the third identified key workstream 'Healthy Places'. The background and context to the whole systems approach and for the three areas of food, physical activity and tobacco initially chosen to contribute to the Healthy Places agenda was presented to the board, followed by a workshop.

During the workshop, Board members had the opportunity to input across the three topics and were asked to consider the following questions:

- What are the **key opportunities for action** by the Board and its members?
- How can the Board and its members **be a champion** for the Healthy Places agenda?
- **What does success look like** for Tameside in the short, medium, and long term?

**Key messages** from the discussions for consideration in the Healthy Places strategic framework development include:

- Taking a whole system approach is key to tackling complex issues which impact on health and wellbeing.
- Poverty is a key driver which affects people's ability to make healthier choices or have the resources they need to prepare nutritious food.
- There are some 'quick wins' that could be implemented which could have a big impact.
- Being guided by data and intelligence is important in targeting activity.
- The Board and its members have role in championing the Healthy Places strategic framework, having conversations across the system to help win 'hearts and minds' and take a leadership role in ensuring this approach is embedded in all policies.
- The Board member organisations have role, as employers, in adopting the framework, promoting the Healthy Places work, and embedding the key delivery plans within their own organisational practice.

Further details from the topic specific discussions can be found in appendix 1. This information will be included as part of the development of the delivery plans for each of the workstreams.

#### Next Steps

Further engagement with key stakeholders and partners around the systems working approach and the ambitions for each strand of work is continuing to take place until February 2024.

A comprehensive programme of public consultation on the ambition for each area of work and what they would like to see as part of the delivery plan will take place from now until May 2024 before they are finalised and presented to the Health and Wellbeing Board in June 2024.

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**Appendix 1**

This appendix gives an overview of the discussion in each of the three break out groups. This feedback will also be used to inform the delivery plans for each workstream.

	<b>Tobacco</b>	<b>Food</b>	<b>Physical Activity</b>
Page 306	<p>Educational awareness of the dangers of tobacco in schools.</p> <p>Provide takeaway messages for parents, carers, and families.</p>	<p>Portion sizes for children – changing culture and increasing knowledge.</p> <p>Early Help and prevention important – settings-based work in nurseries, schools, leisure centres etc.</p> <p>Availability of food for school children – vending, snacks, journey to schools.</p> <p>Can we undertake analysis of what people buy with their healthy start money? Possible research into this data to understand more around how this support is taken up and utilised – could existing streams of grant funding such as family hubs help to pay for this?</p> <p>Funding for more free school meals for children who are not currently eligible.</p> <p>Allison P - parents want the best for their children - how do we give that information. Children's Services can make a commitment to drive this agenda forward with schools and early help services.</p> <p>Do Pennine support children with SEN neurological conditions with healthy weight? Links to opportunities within pathways to signpost patients</p>	<p>Schools – concern over amount of time allocated to PE in secondary schools.</p> <p>How do we prevent drop off in activity levels at 14+? Traditional sports can put lots of young people off and lead to a negative relationship with.</p> <p>After school activity – opportunities vary by school. This is not statutory and depends on staff interest but can create inequality.</p> <p>Supporting healthy schools. How can we encourage the embedding of PA in policies. Promoting CAS framework and supporting schools to use <a href="#">Home :: Creating Active Schools</a></p> <p>Use School Health Needs Assessment and other data such as NCMP to target interventions.</p> <p>We will know we have been successful if the number of 14-15 years olds participating has increased.</p>



		<p>(potentially with additional risk factors such as sensory processing needs) into healthy weight support.</p> <p>Food ambassadors/champions in schools.</p> <p>Social anxiety as an issue in young people. Example discussed was that people would rather use drive-thru or online ordering of food due to the avoidance of social interactions – but this is another route to unhealthy food</p>	
<b>Live Well</b>	Ensuring a workplace focus for stop smoking interventions, particularly for routine and manual workers.		<p>Employers/workplaces promoting PA – walking meetings, messaging for employees etc.</p> <p>Promoting the Active Soles movement.</p>
<b>Page Well</b>		<p>Oral health in care homes links to nutrition and hydration and impacts on eating and healthy weight.</p> <p>View from the hospital - Pre-op preparation - carb loading pre-operatively can enhance recovery for some cohorts.</p>	
<b>Life Course</b>	<p>Creating a network of front-line workers who are ‘Tobacco Free Champions’</p> <p>Communications and marketing: How to reach the harden smoker – local engagement required to support recent GM comms work.</p>	<p>Poverty as a driver and wider needs such as homelessness, temporary accommodation – no facilities to cook. Poverty drives food choices – cheap often equals poor nutrition.</p> <p>Links to fuel poverty – heat or eat.</p> <p>Ensuring proper co-production to involve residents and leadership form the community to push for a social movement around food.</p>	<p>Opportunity to refresh Active Tameside Estates Strategy. AT has ageing stock which needs to be considered.</p> <p>Accessible activities required.</p> <p>TMBC Strategic Planning – Masterplans and Local Plan – links to transport plan and ensuring accessible via public transport to encourage active travel to support healthy place making. Local plan making begins again in New Year. Can we bring Masterplans and Local Plan consultation to the HWB for review and comment.</p>

<p>Consider hard hitting campaign messages, aligned to current GM campaign. Promoting the use of online support offers i.e. smoke free app Inter-organisational sharing of comms to amplify messages. [More enforcement is required with consistency.  Working with organisations that work with existing community groups to increase reach e.g. Jigsaw - food pantries/allotment groups  Develop smokefree settings work further especially in workplace settings.</p>	<p>Food waste - What is the level of fresh food waste? Is there an opportunity to distribute it. Supermarkets used to give out free fruit for children. Kings campaign on redirecting excess food to food hubs instead of food waste.  Food waste apps such as 'Too good to go' or 'Olio' apps. Fresh fruit and veg often in multi-packs which leads to waste. Promotion of markets where you can buy individuals. Local food voucher system for Tameside market traders.  Explore examples of good practice such as the 'Felix Project'.  Packets of herbs and spices should be provided to help people make healthy food taste better – slow cooker project does this, but can it be extended?  Donating to a food bank - need guidance on what to put in the donations - healthier options.  Community fridges.  Gardening – incredible edible, green alleys.</p>	<p>Safer communities and settings to encourage active travel – travel to school and VAWG agenda.  Communications and marketing – need to win hearts and minds. Place based approach – using data to focus activity.  Understand our neighbourhoods' challenges and assets – one size will not fit all.  Walking/Rights of Way more publicity to increase use of and promote walking for journeys less than a mile.  Board members can amplify messages through their own organisations.  Promoting Park Runs in Hyde and Stalybridge and Couch to 5k app.  Consider digital exclusion in all planning.  Data and intelligence to drive activity – new Sport England data to LSOA level will help hyper local targeting.  National travel survey data.  Are we making the most of our natural spaces. Are they in the best condition, are they safe, are they lit eg. Chadwick Dam, Hurst res, Daisynook.  Focus on neighbourhood level work, one size doesn't fit all and we need to recognise the local community groups as community assets make a difference.</p>
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### Tameside Tobacco-free Partnership Workshop Engagement Report

On Thursday 14<sup>th</sup> December a workshop was held with the Tameside Tobacco-free Partnership with the following purpose:

- To contribute to the development of the healthy places strategic framework.
- To review the current approach to tobacco control in Tameside and review the strategic objectives of the tobacco control plan
- To identify opportunities to develop the stop smoking offer in Tameside using the additional Government allocation of £412,776 in 2024/25 (with similar expected for further 4 years).

During the workshop, Partnership members had the opportunity to input into the development of the Tameside tobacco-free plan and the development of the stop smoking service and the questions asked are documented in appendix 1 at the end of this report.

**Key messages** from the discussions for consideration in the development of the Tobacco-free Framework and use of the Smoke-free Generation grant funding include:

- Senior level buy-in across the system to drive the tobacco-free agenda in unison.
- Need to understand the causal roots of starting smoking and using tobacco and the wider determinants which make it difficult to stop smoking and focus on mental health, poverty and targeting high risk groups.
- Crucial to look at how to embed stop smoking support into pathways and plans across the system.
- We need to go to meet smokers 'where they are' with an appropriate, acceptable and accessible service and not expect them to 'come to us'.
- Using our community assets more effectively with brief intervention as a tool for consistent messaging and signposting to services.
- Increase the visibility of 'Smokefree Tameside' with a comprehensive communications and engagement programme is required to support regional and national campaigns.
- Build a network of community 'Smokefree Champions' across Tameside who can drive change and support the building of a social movement in communities.
- Tameside has a strong system to draw upon and deliver the tobacco-free framework to make smoking history in our borough.

Further details from the topic specific discussions can be found in appendix 1. This information will be included as part of the development of the Tobacco-free Framework and delivery plan and for the use of the grant funding from April 2024.

#### Next Steps

A comprehensive programme of public consultation on the ambition for making smoking history in Tameside and what they would like to see as part of the delivery plan will take place from now until May 2024 before they are finalised and presented to the Health and Wellbeing Board in June 2024.

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**Appendix 1 - Tameside Tobacco Workshop Group Discussions Write Up from 14<sup>th</sup> December 2023.**

<b>Tobacco Control Table Discussion One</b>	
<p>Page 310</p>	<p><b>1. Is this the right approach?</b></p> <p>The right approach for now and in future is being taken for tobacco control with people with mental ill health, however:</p> <ul style="list-style-type: none"> <li>- Branding issues – current “warning graphic labels” (photos) are not deterring -people from smoking. (MIH)</li> <li>- Smoking is still seen as something that is appealing to young people (MIH)</li> <li>- Need to understand the causal roots of why people smoke (MIH)</li> <li>- Friendly approach to build rapport with clients is imperative (LGBTQ+)</li> <li>- Consider making stop smoking support part of various treatment pathways and embed within treatment plans (LGBTQ+)</li> <li>- Welcome Swap to Stop programme – new initiatives welcomed to provide alternatives to current quit offers (LGBTQ+)</li> <li>- Focus on poverty and smoking – high prevalence groups e.g., R&amp;M workers and low-income residents are more likely to smoke, more likely to experience financial insecurity (R&amp;M/Low Income)</li> <li>- Unsure – concerns as to number of people stopping smoking has gone stagnant (Social Housing)</li> <li>- Has concerns around vaping made smoking appear trendy? (Social Housing)</li> <li>- The right system is in place: prevention, treat, reduce inequalities and engagement and influence (Social Housing)</li> </ul> <p>High Prevalence Groups: (BAME)</p> <ul style="list-style-type: none"> <li>- Substance misuse</li> <li>- Normalisation of cannabis</li> <li>- Previous drug use</li> </ul> <p><b><u>OVERALL SUMMARY:</u></b></p> <ul style="list-style-type: none"> <li>• Right approach but need to understand causal roots and reduce appeal of smoking to young people and focus on poverty and high priority groups.</li> <li>• Need to look at how to incorporate stop smoking support within pathways and plans across the system.</li> </ul> <p><b>What is missing/needs changing?</b></p> <p>Mental Health and Cannabis – ‘chicken and egg’ theory – using cannabis to self-medicate for mental ill health or using cannabis that could lead to mental ill health.</p> <ul style="list-style-type: none"> <li>- Smoking to self-medicate (BAME)</li> <li>- GM Drug trends indicate that cannabis is used to self-medicate (BAME)</li> <li>- Addressing mental health and drug use – how do you approach treatment – it is complex and need to recognise they co-exist (BAME)</li> <li>- People may feel they have ‘bigger fish to fry’. Based on their complex needs – other addictions, mental health etc. (BAME)</li> </ul>

- 2. Is anything missing?**  
**3. Does anything need changing?**

- What are the alternatives – health and wellbeing approach – address wider needs e.g., poverty, mental health etc.? (BAME)
- Vape – smoking? Could be a gateway, evidence base is increasing – but what are the long-term impacts (BAME)
- How do you monitor use? What is the ‘reduction goal/plan’ (BAME)  
A social movement is needed. (MIH)
- More social media marketing and promotion is needed. (MIH)
- Bespoke training (MIH)
- More alternatives and promotion of alternatives to smoking (MIH)
- Stop smoking support across various treatment pathways and plans (LGBTQ+)
- Higher clinical discussions to give stop smoking support the gravitas it needs across various services (LGBTQ+)
- Ensure health professionals discuss smoking and smoking status with service users regularly (LGBTQ+)
- Professionals to be trained in understanding smoking is more than just an addiction and impacts various aspects of people’s lives (LGBTQ+)
- Professionals to also be trained in understanding complexities in peoples lives who smoke that can support them make a quit attempt and to successfully quit (LGBTQ+)
- Accessing support is not where it should be when supporting those with mental health conditions to access support -trained advisors within mental health could support to answer specific questions and in certain situations would be helpful in supporting people with mental health conditions to quit smoking (LGBTQ+)
- Mental health advocates for stopping smoking to be based in venues that are supporting residents with their mental health (LGBTQ+)
- Work in partnership with BAME community by addressing language and cultural barriers to accessing services as well as supporting smokers to understand the harm and how to stop smoking (LGBTQ+)
- Move away from model that requires residents (BAME) to ‘come to us’ in service, instead have community champions/advocates to disperse information and messages on support to quit (LGBTQ+)
- Address digital barriers to accessing support to quit (LGBTQ+)
- Settings which have access to high-risk groups to be upskilled to direct smokers into stop smoking service using MECC approach (LGBTQ+)
- CURE team to provide training to all new starters at Tameside ICFT (Hospital) (including doctors) as there are many professionals across the organisation who can make every contact count in discussing smoking/stop smoking support (LGBTQ+)
- Smoking Lead is needed at Tameside ICFT to take forward direction and backing at ICFT to drive progress and innovation (LGBTQ+)
- Focus on the financial benefits of quitting smoking (R&M/Low Income)
- Build smoking question into all services/assessments and provide stop smoking support information and signposting as standard (R&M/Low Income)

- Use MECC approach across services to keep raising the profile of stopping smoking and understanding that different people react to information from different services/professionals differently – the same message may be better received from one service compared to another (R&M/Low Income)
- Need to keep banging the drum to ensure consistency on raising smoking and quit smoking support (R&M/Low Income)
- Don't just focus on stop smoking services, look to engage with others across system who can apply pressure e.g., schools and school children to apply pressure to parents, as well as foodbanks etc. to speak the message in a way that may work for those they support (R&M/Low Income)
- Other services/areas to explore for taking forward MECC approach with stop smoking support: foodbanks, food pantries, employment and skills – they have access to residents who many be smokers and can signpost and provide information to those they support.
- Messaging on quitting should focus on benefits of quitting – particularly tying in with cost of living and finances (R&M/Low Income)
- Multi-approach needed for people who smoke marijuana with tobacco (Social Housing)
- Training for professionals/volunteers who are front facing e.g., foodbanks (Social Housing)
- Look at good practice from other areas e.g., West Cheshire training with foodbanks around health (Social Housing)
- Link together to work on CYP offer of support around addictions and tobacco (Social Housing)
- Complex cases with multiple issues need to be dealt with in unique way and smoking approached at the right moment (Social Housing)
- Link into social prescribing models and look at smoking holistically (Social Housing)
- Work collaboratively with young people (Social Housing)

**OVERALL SUMMARY:**

- Move away from expectation for smokers to 'come to us', we need to go to where they are.
- MECC style approach and training to professionals/volunteers to keep consistent messaging, conversations and standardised questions/assessments and signposting for smoking/support across the system in Tameside e.g., BAME and LGBTQ+ services, foodbanks etc.
- Better understanding and training on other complexities that co-exist for smokers experience that influence smoking e.g., drug use, self-medicating, mental health.
- Engage with other service that smokers may use/access instead of traditional 'health services' to reach people who may not otherwise engage e.g., BAME and LGBTQ+ services, foodbanks etc.
- Understand different cohorts of smokers and tailor services/comms to what they tell us matters e.g., work with young people, people in social housing, low-income residents etc.
- Promotion of support and alternatives to smoking and focus on financial benefits of quitting.
- Senior buy-in/dedicated responsible link/contact within organisations to drive tobacco agenda forward.

#### 4. How do we grow a social movement

##### **Growing a social movement:**

- Increase visibility of Smokefree Tameside across the borough and within communities (MIH)
- Encouraging influential people e.g., CEO's and leaders to 'lead by example'. When senior members of staff smoke the staff may be more likely to smoke too, to feel 'accepted'. Change the narrative and culture. (MIH)
- Encourage staff to be 'smokefree champions' and encourage smokers within their organisation/business to quit. (MIH)
- Utilise peer influence from children and others to encourage people to not smoke (R&M/Low Income)
- Ensure services and stop smoking/smokefree messages are non-judgemental and accept risk taking is something that majority of young people will explore – but how do we support them to avoid exploring or deter exploration becoming a habit? (R&M/Low Income)
- Digital offer? New generation of smokers may not want to access services in person and might be more receptive to digital support (R&M/Low Income)
- Build on financial benefits of smokefree living and quitting smoking – for young people and adults – young people are motivated by money like adults, but may have different money motivations (R&M/Low Income)
- Peer influence – provide young people with the information and power on illegal tobacco and vapes – do they know and understand the impact purchasing illegal tobacco/vapes is having on other young people, their community, trafficking etc. (R&M/Low Income)
- Positive messaging on alternatives people can spend their money on compared to smoking e.g., young people could be a holiday vs. alleviating pressure of paying the bills for adults (R&M/Low Income)
- Raise awareness of children and young people's understanding of tobacco to prevent them starting to smoke (Social Housing)
- Link in with Employment and Skills here as people looking for work are potentially also looking for ways to increase their income (R&M/Low Income)
- Campaign for new drug promotion – campex previously Social Housing)
- Go to where people go to and make it visible (Social Housing)
- Create real case studies (Social Housing)
- Support people to have confidence in challenging smoking and build this into workforce development and training – MECC (Social Housing)
- Ensure messaging comes across as respectful about choice – not lecturing, patronising or preaching (Social Housing)
- Simple and easy messaging to get support easily (Social Housing)

##### **OVERALL SUMMARY:**

- Develop messaging and services based on what will appeal to people e.g., a digital offer for younger people, communications with a focus on financial benefits.
- Build on peer influence and raising awareness of the impact tobacco has on community e.g., illicit and illegal tobacco.

**5. How do we build leadership on creating a smokefree generation in Tameside?**

- Increase visibility of Smokefree Tameside to make it the norm e.g., through workplaces adopting smokefree and management within advocating for staff to access stop smoking support.

**Building Leadership to create a smokefree generation in Tameside:**

- Smoking Lead is needed at Tameside ICFT to take forward direction and backing at ICFT to drive progress and innovation (LGBTQ+)
- Different agencies come together to work on tobacco control agenda – with task and finish groups for different aspects they can focus on e.g., low income/foodbank/foodbank and food pantry/welfare rights/CAB for supporting low-income residents and another task and finish group to work with employers to support their residents to quit etc. (R&M/Low Income)
- Each task and finish group to have its own action log, linking into public health but being delivered and actioned by partners across the system together to ensure accountability is across the system and not just reliant on Public Health – smoking is everyone’s businesses not just an issue of health (R&M/Low Income)
- Need buy-in across the system but do not necessarily need to be a ‘CEO’ or senior leader, can be a single point of contact within an organisation who works to take forward initiatives and changes as they are they key link who is motivated to make a change around tobacco/smoking (R&M/Low Income)
- Make smoking/tobacco recognised as an issue that affects the system and each service, business and organisation and residents in some way across Tameside – not responsibility of just Public Health – it is everyone’s businesses, and everyone can play a part in some way (R&M/Low Income)

**OVERALL SUMMARY:**

- Dedicated leads on smoking within organisations e.g., Tameside ICFT, to drive and progress initiatives and change.
- Involvement from agencies/organisations across the system
- Support Tameside system to understand the impact smoking has to them to bring about buy-in and change – will not be one size fits all approach as each organisation will have their own motivations/agendas.
- Dedicated pieces of work for different agendas on tobacco – recognise not every organisation will have same issues/experience with smoking.



**Tobacco Control Table Discussion Two: High Priority Groups**

**Routine and Manual Workers  
& Low-Income Residents  
(Victoria & Ayesha)**

**1. Which organisations work with this high priority group that could help engage smokers?**

Routine and Manual Workers:

- Tameside employers/businesses themselves
- Chartered institutes
- Tom and Dean – Employment and Skills – follow up with employers.
- Unions
- Smaller businesses – networks to tap into? Garages, butty shops, SMEs

Low income:

- Sign-ups to Healthy Start, benefits, children’s services, Welfare Rights
- Charities
- Community groups
- Unions

**2. How can we maximise the engagement of high prevalence groups and encourage access to quit support (including the GM-funded access to stop smoking app for self-quit)?**

Both (R&M and low income)

- Maximise employees access to stop smoking support.
- Tailored messaging to appeal to different audiences e.g., to save money and lessen sick days taken for workers who smoke vs. different messaging to appeal to businesses/employers e.g., cost of smoking breaks, sickness, impact on productivity for business.
- Different messages for different groups e.g., receptionist v trades people – both classed as R&M workers but will need a different approach and messaging as they have different needs/experiences.
- Using focus groups to understand how we can push the right buttons e.g., what do people get out of quitting? Find out and build on this as a way to appeal to smokers.
- Using data e.g., to visualise the costs e.g., ASH Ready Reckoner for cost to businesses.
- Barriers – how can we break them down? Speak to the target audience and learn from them.

**3. How do we better target high prevalence groups as a system?**

- Through services they access and employers they work for.
- Go to these groups of people and where they are to understand them and their experience/environment better.
- Provide support in a way that works for them.

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 3 of 6</p>	<p><b>4. What innovation can we employ with this funding, e.g. communication, awareness raising, marketing, social movement, where to get help.</b></p> <ul style="list-style-type: none"> <li>- Different messages for different groups e.g., receptionist v trades people</li> <li>- Comms cannot be a one size fits all.</li> </ul> <p><b>5. What can you and your organisation do to engage this group in smoking cessation?</b></p> <ul style="list-style-type: none"> <li>- Employment and Skills – use the networks and access to businesses they have to raise profile on issue as well as provide information on support.</li> <li>- Look to build questions on smoking and signposting into assessments within Employment and Skills service.</li> <li>- Ensure Health Visitors are asking about smoking and are aware of the stop smoking support available.</li> </ul> <p><b>6. Which innovative approaches can we use the funding for?</b></p> <ul style="list-style-type: none"> <li>- Developing targeted comms for high priority groups, and even groups within those high priority groups</li> <li>- Understanding needs and ways to access services is different for different people e.g., people may access a foodbank/food pantry regularly – this may be a better way to engage with them than expecting them to come to an appointment especially if they do not have funds to travel to the appointment due to complex lives/financial insecurity.</li> </ul>
<p>Social Housing (Beth &amp; Carol)</p>	<p><b>1. Which organisations work with this high priority group that could help engage smokers?</b></p> <ul style="list-style-type: none"> <li>○ Social landlords / different work.</li> <li>○ Support groups e.g. Bridges, CGL, Domestic abuse.</li> <li>○ Social care adults and children’s.</li> <li>○ Debt team / Citizens advice / Welfare Rights.</li> <li>○ Fire service.</li> <li>○ Social housing maintenance teams.</li> </ul> <p><b>2. How can we maximise the engagement of high prevalence groups and encourage access to quit support (including the GM-funded access to stop smoking app for self-quit)?</b></p> <ul style="list-style-type: none"> <li>○ Making every contact count – link to all e.g. Fire services.</li> <li>○ Carrot rather than a stick.</li> </ul> <p><b>3. How do we better target high prevalence groups as a system?</b></p> <ul style="list-style-type: none"> <li>○ Care leavers / corporate parent strategy.</li> <li>○ Links to social housing.</li> </ul>

<p>Page 317</p>	<ul style="list-style-type: none"> <li>○ Look at long term dependency.</li> <li>How to engage?</li> <li>○ Think about messages around financial gain – visual.</li> <li>○ Stop smoking wheel.</li> </ul> <p><b>4. Which innovative approaches can we use the funding for?</b></p> <ul style="list-style-type: none"> <li>● Use groups – parent focus groups, asking if social focus groups.</li> <li>● Family hubs – parent carer groups.</li> <li>● Co-production – ask.</li> <li>● Link with staff who work with social housing e.g. health visitors.</li> <li>● Link about private rented, housing standards.</li> <li>● Look at distribution lists for council tax, annual bins correspondence, voting (communication to every property in Tameside).</li> <li>● Use community champion.</li> <li>● BME groups – use where they access.             <ul style="list-style-type: none"> <li>- Barbers / hairdressers / nail salons</li> <li>- Mosque</li> <li>- Bookies</li> <li>- Pubs</li> </ul> </li> <li>● Lived experience.             <ul style="list-style-type: none"> <li>- Case studies.</li> <li>- Visuals.</li> <li>- Video / in person champion.</li> <li>- Made by Mortals (videos, innovative projects recording lived experience <a href="https://www.madebymortals.org/">https://www.madebymortals.org/</a>)</li> </ul> </li> </ul>
<p><b>BAME Communities (Happe and Sophie)</b></p>	<p><b>1. How can we maximise the engagement of high prevalence groups and encourage access to quit support (including the GM-funded access to stop smoking app for self-quit)?</b></p> <ul style="list-style-type: none"> <li>- Professional awareness around identity/how to ask.</li> <li>- Shifting narrative use – needs to address different forms (understand the need) – needs to address different forms of use shisha, chewing tobacco – not always cigarettes.</li> <li>- How do we stop shift workers – working with licencing/trading standards – shisha use in homes (shishas are available to rent)</li> <li>- Further education on risk needed.</li> </ul>

	<ul style="list-style-type: none"> <li>- More of information needed on vapes - lack of nicotine (also not just flavours) – what’s harmful in it</li> <li>- Strong community voices and building capacity.</li> <li>- Eastern European communications, how do we engage with this group.</li> <li>- Link into all communications groups for health champions</li> <li>- Communications champions lead peer-peer support and lead.</li> </ul>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 318</p> <p><b>LGBTQ+ (Debbie &amp; Lisa)</b></p>	<ol style="list-style-type: none"> <li><b>1. How can we maximise the engagement of high prevalence groups and encourage access to quit support (including the GM-funded access to stop smoking app for self-quit)?</b> <b>&amp;</b></li> <li><b>2. How do we better target high prevalence groups as a system?</b></li> </ol> <ul style="list-style-type: none"> <li>- Mental health support needs to be embedded into stopping smoking support although available in an area the disjointed nature of mental health support when stopping smoking leads to failed attempts as stopping smoking is a generalised to lower-level mental health clients with higher mental health needs which are prevalent in this community due to the increased stigma require a more in-depth specific knowledge of their needs.</li> <li>- Prev poor experience of health care services leads to distrust and resentment of healthcare services - Knowledge of LGBT wants and needs from the healthcare profession = training</li> <li>- LGBT Youth Group - More Info sessions to capture views and understanding of needs.</li> <li>- Link to GM wide as out Tameside LGBT community socialise on a more GM footprint put messaging and resources into GM level to make our offer heard/link to GM wide to learn from our colleagues/provide support at a GM level irrespective of boundaries.</li> </ul> <ol style="list-style-type: none"> <li><b>3. What innovation can we employ with this funding, e.g. communication, awareness raising, marketing, social movement, where to get help.</b></li> </ol> <ul style="list-style-type: none"> <li>- Education regards mental health symptoms to dispel &amp; myth bust e.g., withdrawal from nicotine can mimic anxiety appropriate medication for withdrawal so NRT will alleviate side-effects etc.</li> </ul>
<p><b>Mental Ill Health (Liz/Eunice)</b></p>	<ol style="list-style-type: none"> <li><b>2. Which organisations work with this high priority group that could help engage smokers?</b></li> </ol> <ul style="list-style-type: none"> <li>- Infinity Initiatives, Anthony Seddon, Tameside General Hospital, Mind, The Big Life Group, food banks, Be Well Tameside, CGL.</li> </ul> <ol style="list-style-type: none"> <li><b>2. How can we maximise the engagement of high prevalence groups and encourage access to quit support (including the GM-funded access to stop smoking app for self-quit)?</b></li> </ol> <p>‘No wrong door’, providing staff training across different organisations, so smokers will feel welcomed and open to quitting. Having enough staff capacity to support smokers.</p>

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|--|---|
|  | <ul style="list-style-type: none"> <li>- Less of a 'preaching approach'.</li> <li>- Looking at the causes of smoking – past traumatic events that could be a cause.</li> <li>- Building trust between the patient and staff – more staff training</li> <li>- Holistic and person-centred approach as hospital can often deter people.</li> <li>- Offering nicotine patches on smokers first visit to a stop smoking service.</li> <li>- Considering the use of language, words like 'clinic' and 'charity' can deter smokers as they can feel like a burden, or they feel too prideful to receive support.</li> </ul> <p><b>3. Which innovative approaches can we use the funding for?</b></p> <ul style="list-style-type: none"> <li>- Breaking habits, encouraging more greenspaces and smokefree areas to keep smokers busy as they are more likely to smoke.</li> </ul> |
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**OVERALL SUMMARY:**

- There are many services, organisations and businesses to engage with and draw upon to include in tobacco control work
- High priority groups all of their own unique experiences and circumstances, therefore communications and specific approaches are required for each – not one size fits all.
- Tobacco/smoking questions should be included across assessments and appointments across various health and wellbeing services, as well as other support services e.g., foodbanks, food pantries as standard
- Organisations involved should appoint a single point of contact and/or senior leader to drive and progress tobacco control work within their organisation
- Recognise contributing factors to residents complex lives which may contribute to smoking
- Training across services to understand how to discuss smoking, signpost/refer on for support and also understand how to approach smoking whilst discussing other factors e.g., mental health and drugs.
- Ensure language we use around smoking is accessible and builds trust with residents – avoid preaching language and terminology that may have stigma and put people off using services e.g., charity and clinic.
- We need to go to where the groups of smokers are to support them to access support, not expect them to come to us – build on co-production with different groups to ensure services work and are accessible to them e.g., young people, people on low income, social housing, BAME
- Need better understanding of nuances e.g., shisha, chewing tobacco and nicotine-free vapes.

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## Appendix 2 – Overview of Commissioning Intentions 2023-24.

### 1.1 Oversight, monitoring, development, planning, management, and administration of the programme through existing TMBC staff.

The report seeks permission to spend £0.020m of the section 31 Stop Smoking grant funds to enable oversight, monitoring, development, planning, management, and administration of the programme through existing TMBC staff.

### 1.2 Stop Smoking Community Engagement Officer to support the monitoring, training and quality assurance of community stop smoking delivery.

To enable the effective implementation and monitoring of the delivery of the community stop smoking service, the delivery of initial and ongoing training to all front-line advisors and to provide quality assurance across the Stop Smoking service and further capacity is required in the Public Health team. The proposal is to recruit a Stop Smoking Community Engagement Officer to support the Be Well Health Improvement Manager and Public Health Programme Manager to manage programme delivery, ensure quality across the service and meet monitoring requirements for the Department of Health and Social Care.

The report seeks permission to allocate £0.039m of the stop smoking grant to a budget to recruit a Grade F FTE Stop Smoking Community Engagement Officer on a 5-year fixed term contract. Further annual uplifts will be forecast and factored into the budget until 2025.

### 1.3 Nicotine Replacement Therapy Budget - uplift for increased service use.

Due to the increased activity expected following the expansion of the Stop Smoking service in Tameside, an increase to Public Health's existing prescribing budget will be required to meet the needs of the increased demand for nicotine replacement therapy. Funding has been secured for the Swap to Stop scheme in Tameside, however not all residents will choose to use vapes as a quit aid. A new stop smoking medicine, Cytisine, has been made available from January 2024 and it is anticipated there will be a further demand placed on the prescribing budget.

The report seeks permission to allocate £0.061m of the stop smoking grant to the Nicotine Replacement Therapy Budget to meet the increased demand for nicotine replacement therapy.

### 1.4 LCS Smoking Cessation Service - Primary Care Contracts uplift for increased activity to increase the number of smokers being supported to quit.

The Locally Commissioned Services framework in Tameside is a series of services commissioned by Public Health from pharmacies and general practices located in Tameside to provide additional services for residents around preventative issues under a standard NHS contract. The services sitting under this contract includes the provision of a Smoking Cessation Service.

#### 1.4.1 LCS Smoking Cessation Contract (G.P)

The aim of the Service is to provide an accessible Smoking Cessation service in the community using Nicotine Replacement Therapy (NRT), Cytisine, and Bupropion (Zyban) together with support and advice. The service supports patients to achieve a 4-week quit and to be smoke free permanently. A four-

week quit is defined as “not having smoked in the third and fourth week after the quit date”. NICE guidance suggests that long-term smoking cessation is more likely following a successful four-week quit. The budget for this service is £0.040m per annum.

#### **1.4.2 LCS Smoking Cessation Contract (Pharmacy)**

The aim of the Smoking Cessation service is to supply Nicotine Replacement Therapy (NRT) to clients of the TMBC Be Well Smoking Cessation and the Smokefree Pregnancy services and to provide an accessible pharmacy smoking cessation service in the community together with behaviour change support. The service outcomes are measured in the nationally recognised metric of number of 4-week quits. The budget for this service is £0.060m per annum.

The combined budget allocated for the above services is £0.100m. To improve uptake and support more people to quit smoking Public Health will require additional funding. This report seeks permission to allocate £0.028m of the Stop Smoking grant to the budget for these services.

### **1.5 Marketing and communications.**

To promote the existing and new stop smoking service offer a comprehensive, sustained marketing and promotion campaign will be required. The local campaign will use the assets available from the national [NHS Better Health](#) campaign and amplifying the [GM Make Smoking History](#) campaign and seek to localise them. Further communications and marketing material will be developed to target high risk communities. A range of materials will be developed including social media assets and videos, that will be promoted by various methods to target high risk communities e.g., targeted advertisements online and in areas of deprivation and high smoking prevalence. There will also be a Tameside Tobacco-free learning network established to share the messages around stopping smoking and other tobacco use across the local system. This element of the programme will be managed across the Public Health and Communications team at TMBC.

The report seeks permission to allocate £0.020m of the stop smoking grant to a communications and marketing budget. The budget will be managed by TMBC's Public Health team.

### **1.6 Increasing stop smoking advisor capacity in TMBC Be Well team.**

In 2022/23, 901 residents accessed the Be Well stop smoking service. The referrals were largely from GP's or self-referrals and meant little capacity with existing advisors to develop the outreach element of the service. To enable the service to develop the outreach service more capacity is required within the Be Well service so advisors can be allocated to community-based services. The Be Well service will have increased capacity to provide stop smoking support for groups not included in the targeted community stop smoking delivery and will include workplaces, community mental health services, secondary care, early years.

The report seeks permission to allocate £0.099m of the stop smoking grant to a budget for the recruitment of 2.8 FTE Grade E Health Improvement Workers on a 5-year fixed term contract. Further annual uplifts will be forecast and factored into the budget until 2025.

### **1.7 Community based stop smoking provision.**



Whilst the Be Well Service can support around 1000 smokers per year, these tend to be more health literate and are self-motivated to seek out support to stop smoking. We know that smoking is far more common in some groups including people with lower incomes, people in contact with the criminal justice system, the LGBTQ+ community and people with a mental health condition. These differences in smoking rates translate into major differences in death rate and illness in these groups. The development of a community stop smoking offer is required to target these groups and offer tailored support to quit and break the inter-generational cycle of smoking.

Investing in increased capacity in addiction services and services supporting complex individuals will enable Public Health to offer support to high-risk individuals who are already engaged in these services and familiar with their support worker to, maintain continuity of care and increase their chances of a successful quit which we know is less likely to be successful in traditional services.

### **Commissioning Proposal**

It is proposed that Public Health work with STAR procurement and tender for a Community Stop Smoking service aimed at high-risk residents with

For residents with vulnerabilities the service will be expected to provide outreach into the community to target those individuals who require more support to access stop smoking services. The provider will be expected to work with the commissioned providers of the Substance Misuse Service and the Domestic Abuse Support Service, the homelessness prevention team, and organisations supporting communities with no recourse to public funds to offer stop smoking support to their service users.

The Be Well service will operate as the 'Hub' and the community offer will form a 'Spoke' along with the GP and Pharmacy offer to ensure that service delivery is linked and cohesive.

Full training, licences, equipment and support will be provided by the Be Well service to all the organisations delivering this stop smoking service to ensure consistency and quality of delivery across Tameside.

Equitable access to stop smoking services involves ensuring that the right communications are in place, and for some communities, these messages be supported by messages from community based, respected community members. The service will develop of a network of Tobacco-free Champions which can facilitate the dissemination of messages around stopping smoking and other tobacco use along with information about how to access the stop smoking services. The service will deliver a range of community engagement activity and support for the Tobacco-free Champions and rolling out Making Every Contact Count (MECC) training, venue hire and any interpreter support that may be required.

This report seeks permission to:

- Work with STAR to tender for a Community Stop Smoking Service to work with high-risk vulnerable groups. The contract will be for three years with the option to extend for a further period of up to two years at a cost of £0.100m per annum (Total cost over five years £0.400m)
- Award a contract for the provision of a Community Stop Smoking Service following the completion of a competitive tender exercise, subject to compliance with the Council's Procurement Standing Orders. A report detailing the Award of the contract will be presented to Cabinet on completion of the process.

## **1.8 Essential equipment and licences for service delivery.**

To ensure effective delivery of the stop smoking service, there is a requirement for Public Health to procure licenses for staff using the Pharmoutcomes IT system along with carbon monoxide monitoring equipment and consumables for Be Well and the wider community stop smoking service delivery.

### **1.8.1 Pharmoutcomes**

Pharmoutcomes is an I.T system which is used by the Be Well Team to request NRT products from pharmacies for individuals who have accessed the service for support to stop smoking. Licences are required for each member of staff who use the system. Each licence costs £70 per user per annum and includes technical support from Pharmoutcomes. Using this system has improved efficiency, requests for products are quicker and the system generates an invoice when the pharmacy supplies the products, so pharmacist get paid quicker thereby reducing administration time and cost to Public Health. The introduction of Pharmoutcomes has been welcomed by pharmacies who already use the system for other services which has saved them time preparing invoices and completing paperwork to submit claims.

### **1.8.2 Carbon Monoxide Monitoring Equipment**

Along with the number of cigarettes smoked daily, carbon monoxide readings support the stop smoking advisors to make recommendations for NRT product and strength. These readings also help to confirm whether a person has quit smoking for the four-week quit monitoring return required for the Department of Health and Social Care (DH&SC). CO Monitors (£190 per unit) and consumables (£54 per every 200 clients supported), such as single-use mouth pieces, D-pieces, alcohol-free wipes. Supplies are also required to issue to front-line workers across the service.

The report seeks permission to allocate a maximum of £0.015m of the Stop Smoking Grant to a budget which will be used to procure licences for staff to access Pharmoutcomes and to purchase resource equipment. The budget will be managed by the Public Health team via Agresso.

## **1.9 Prevention budget with a focus on children and young people.**

Through the Stopping the Start policy paper, the government has signified a commitment to having the biggest impact possible in reducing youth vaping. There has been a recent and highly concerning surge in the number of children vaping and the evidence shows that vaping products are regularly promoted in a way that appeals to children, through flavours and descriptions, cheap convenient products, and in-store marketing - despite the risks of nicotine addiction. We are also conscious that a drive to reduce vaping in children and young people may cause smoking rates to rise again in this group. It is proposed that as part of the local effort to 'Stop the Start', a local awareness programme around the dangers of vaping and smoking for children and young people will be co-produced funded by a prevention budget. The prevention budget can also be used to support some practical action for schools around safe disposal of vapes and further work to detect and confiscate illegal vapes, including underage sales testing.

The report seeks permission to allocate £0.030m of the Stop Smoking Grant to a prevention budget. The budget will be used to develop a 'Stopping the Start' awareness programme and other prevention focussed activity targeting children and young people. The spend of this budget will align itself to procurement rules and thresholds. A working group with all key partners and stakeholders will be set up to design and deliver this programme.



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